

**MINUTES OF THE MEETING OF GREAT BARTON PARISH FULL COUNCIL HELD ON MONDAY 26TH SEPTEMBER 2022
COMMENCING AT 7.30 PM IN THE VILLAGE HALL**

Item	<p>Present: Cllr Maggie Dunn, Cllr Gwyn James, Cllr Peter Fisk, Cllr Andy Baker, Cllr Matthew Parker and Cllr David Clarke. Also Present: Vicky Bright, Clerk PC. Cllr. R. Hopfensperger – SCC/WSC & Cllr. S Broughton – WSC.</p> <p>Open Public Forum: No members of the public were present.</p>
1.0	<p><u>Chairman’s welcome & to receive apologies for absence:</u> Councillor Maggie Dunn welcomed everyone to the meeting and reminded everyone present that the meeting may be recorded.</p> <p>Thanks were offered to Linda Harley for her 15 years hard work and commitment to the Parish Council as Clerk, and a gift was presented to her by the Chair, on behalf of the PC.</p> <p>Apologies: Cllr. Steve Todd. Absent: None.</p>
2.0	<p><u>To receive members declarations of interests:</u> Cllr. Gwyn James declared an interest in Item 7 (d).</p>
3.0	<p><u>To receive a report from County Councillor Rebecca Hopfensperger:</u></p> <ul style="list-style-type: none">• Councillor Rebecca Hopfensperger forwarded a report by email, this was duly circulated to all members by the Clerk;• Livermere Road Bus Stop – the site visit has been completed, it was determined that the concrete pad needs replacing along with the repairs to the shelter and a tree inspection, dates for works to be confirmed.• Highways Investment Fund – Sites have been put forward for consideration and a decision is expected in the next 2-3 weeks.• The proposal to close School Road at Drop off/Pick up has been chased and is awaiting an update by the Officer.• The suggestion of a 40mph Buffer Zone for Traffic Calming was discussed, but Cllr. Hopfensperger confirmed that it does not meet accident data criteria. S.106 was suggested as a possible option for alternative funding.
4.0	<p><u>To receive a report from Borough Councillor Sarah Broughton:</u> Councillor Sarah Broughton gave the following report;</p> <ul style="list-style-type: none">• The Consultation on the Triangle brief was cancelled due to the Queens death, it has been rescheduled for 14/11/2022 to 23/12/2022 (6 weeks), with the Cabinet Meeting to discuss being held on 18th October 2022.
5.0	<p><u>To Approve & Adopt the minutes of the Council meeting on Monday 18th July 2022:</u> Cllr Gwyn James proposed acceptance of the minutes of the Council meeting on 18^h July 2022 to stand as an accurate record of the meeting. Seconded Cllr Maggie Dunn, unanimous decision in favour from those present at the meeting.</p> <p><u>Resolved 22/09/5.01</u> It was agreed to approve the minutes of the meeting held on 18th July 2022, as a true record and to adopt them, the Minutes were duly signed by the Chair, Cllr Maggie Dunn.</p>

6.0

a. The following items from the actions list were updated:

MAGGIE DUNN	It has been confirmed that the licence is for any flying 8am-Sunset 365 days year (1999). Cllr. Dunn is to query flying over built up areas and the flying school, and ask if this could be avoided as a courtesy to residents.
	The Village Hall Committee agree in principle for extra land to extend the playground. The Parish Council to advise how much extra land is needed.
	There has been no update from the Post Office on keeping the heritage letter box. And agreeing new location for the notice board
	School children’s feedback on new playground equipment has been provided to Councillor Steve Todd.
	M Jackson has completed works to cut back the hedge & vegetation, so the VAS post can now be installed.
	The request to be able to close School Road for approx. 30 minutes at drop-off and pick-up time – Awaiting Update from Officer (RH).
CLERK	Bank Mandate to change Clerk details - Completed
	Set up Payroll Services with SALC - Completed
	Arrange Cllr to put up agenda’s, asset inspection and playground inspections – To be agreed Item 10 (a).
	Street Furniture Licence Ref: village entrance gates: Mill Road, East Barton Road, A143, Fornham Road, Thurston Road and Pakenham Road. – In progress!
Rebecca Hopfensperger	There was no update on the Mill Road ditch future maintenance and clearing the ditch
	Details of the 3-year inspection of Icepits Wood from Suffolk County Council have been requested again.
	A site visit has been done regarding the design for a replacement bus shelter on Livermere Road, works to be ordered, cate TBC.
	Mill Road/Livermere Road crossroads, Ref: the visibility of signage and road markings. Councillor Rebecca Hopfensperger has made a request for Suffolk County Council to review these items.
PETER FISK	The quote for mending 1 bench and sanding down and re-staining the 2 wooden/concrete benches on the village hall playing field – Pending!
	Maintenance of the garden under the village sign. Councillor Peter Fisk will raise this item at the next Village Hall Management Committee to see if they would like to contribute – Pending!

New items to be added:

- b.** Hedging Elms Close, and East Barton Rd houses backing onto car park VH, branches on playing field – Clerk to report to Havebury and request a site visit/village walk-a-bout.

- c. Icepits Woods Fly-tipping – the Clerk is to check Planning Conditions of the property +/- ask Enforcement to investigate and Cllr. Dunn is to forward to Cllr. Hopfensperger to follow up with SCC/EA.

7.0

Planning:

(i) Council to consider the following applications;

- a. DC/22/1377/HH – Bell Vista, Mill Road - AMENDED APPLICATION (a) one porch with pitched roof (b) single storey side extension (c) single storey rear extension (d) addition of bifolding doors to side elevation (e) insertion of windows and door on rear elevation (f) cladding to all elevations (g) raising of flat roof height to hip ended roof

Resolved 22/09/7.01

No Objections in Principle, with a request for conditions to be set for sole residential and no commercial use!

- b. DC/22/1064/FUL – Two Oaks, East Barton Road - RE-CONSULTATION ON AMENDED APPLICATION - One dwelling with associated access

Resolved 22/09/7.02

Reiterate previous Objections submitted 12th July 2022, as per Policy GB5 & GB1.

- c. DC/22/1525/TPO – Fieldways, The Park - Tree preservation order TPO 513 (2010) - one Walnut (indicated on plan, within area A2 on order) fell

Resolved 22/09/7.03

No Objections or comments.

- d. DC/22/1530/TPO – The Dower House, The Park - TPO 370 (1974) tree preservation order - two Sycamore (T2 on plan, within area A9; T6 on plan, within area A10 on order) fell; two Sycamore (T3 and T4 on plan, within area A9) overall crown lift up to ten metres above ground level; one Ash (T5 on plan, within area A9 on order) fell

Resolved 22/09/7.04

No Objections or comments.

(ii) Formal Resolution of No Objections submitted;

Resolved 22/09/7.05

It was formally resolved to adopt the No Objections submitted to the applications below;

Hedgerows, School Road	DC/22/1406/HH	a. single storey extension to existing garage b. garage roof replaced with pitched roof
High Trees, The Park	DC/22/1384/TPO	TPO 370 (1974) tree preservation order - one Poplar (T1 on plan, A2 on order) crown reduction by up to ten metres
Land of Compiegne Way, Bury St Edmunds	DC/22/1294/FUL	animal feed mill and associated development including ancillary offices, silos, warehouse, improved access route and parking
School Bungalow, School Road	DC/22/1278/FUL	a. change of use from bungalow (class C3) to additional classroom space for school use (class F1) b. replacement of garage door with canopy c. additional window
Spinney House, The Park	DC/22/1155/HH	single storey cart lodge
Firs Farm, Brand Road	DC/22/1255/FUL	change of use of agriculture land to allow the siting of a wood drying kiln, and associated container

(iii) Council to consider the completed planning applications from West Suffolk Council;

None.

(iv) Update on Planning Enquiry APPLICATION NO: DC/19/2456/HYB APPEAL REFERENCE: AP/22/0031/STAND;

Cllr. Maggie Dunn attended the Public Enquiry at the Hub, Mildenhall. It was confirmed that Footpath 21 is to become a Bridleway! The documents are available to view on the WSC website; [AP/22/0031/STAND | Hybrid Application - i\) Outline application \(with all matters reserved except for access\) - for up to 1375 dwellings, access \(including two new roundabouts onto A143 and creation of new foot and cycleway links into the site which would include new cycle/pedestrian crossings of the A143 and cycle/pedestrian link through the existing railway underpass\), public open space \(including buffer to Cattishall and Great Barton\) and landscaping; new local centre \(which could include the following uses A1; A2; A3; A4; A5; B1; D1; or D2\); primary school; and associated infrastructure and works \(including access roads, drainage infrastructure and substations\), and ii\) Planning Application - Full details for Phase 1 of the outline application for 287 dwellings \(which are part of the overall up to 1375 dwelling proposal\), garages, access roads, parking, open space, drainage infrastructure and associated infrastructure and works. | Land North East of Bury St Edmunds Bury Road Great Barton Suffolk \[westsuffolk.gov.uk\]\(http://westsuffolk.gov.uk\)](#)

Cllr. Maggie Dunn is to prepare a key summary and will circulate to members.

8.0

Finance:

a. Payment of Accounts & Outstanding Invoices – Approval of Payments Schedule Resolved 22/09/8.01

The Council resolved to pay the following accounts: Proposed Councillor Gwyn James, seconded Councillor Maggie Dunn, unanimous decision in favour.

PAYEE	DETAILS	INVOICE TOTAL	*POWER TO PAY
V. Bright	August salary	£664.91	3
V. Bright	September salary	£947.40	3
HMRC	NICS	£28.50	3
Vertas Group	Quarterly Grounds Charge Inv. SIN09324	£1721.93	5
ICO	Data Protection fee	£40	1
Unity Trust	C/A Service Charge	£18.00	1
Elan City	Locking rod for padlocks	£42.44	2
V. Bright	Office Allowance/Rent	£182	3
L. Harley	Final salary	£743.21	3
V. Bright	Mileage	£52.02	3
PKF Littlejohn	Audit fee 21/22	£240	3
M&TJ's	Hedge cutting	£420	5
	Total	£5080.41	

*Power to pay:

1.	Local Government Act 1972 S.112
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2.	Local Government Act 1972 s.137
3.	Local Government Act 1972 S.111
5.	Public Health Act 1875 s.164
7.	Local Government Act 1972 S.142
8.	Litter Act 1983 ss. 5,6

b. The Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them had been circulated.

Due to the Clerk still not in receipt of her login details and passwords for the bank, this item was deferred to the October meeting.

c. Contacting local groups/organisations and the Emergency Plan Team to check if funds are required from the precept for 2023

None. The Clerk was asked to look into the S.137 Budget for this year and to report back to the Council. The Clerk is also to look into the grant to the Church and the legislation regarding churchyard maintenance.

d. External Auditor’s review of the annual return

Resolved 22/09/8.02

No issues were identified and it was agreed to formally adopt the External Audit report. The Clerk is to publish on the PC website and notice board.

e. Ratify the cost of cutting back the hedge on Thurston Road that is growing over the speed sign post

Resolved 22/09/8.03

It was agreed to accept the costs of £420.00.

f. To Adopt and agree the quote for the Council’s insurance for the year 2022-23

The Clerk is to look at comparison quotes.

g. Ratify decision to use SALC’s payroll services

Resolved 22/09/8.04

It was agreed to accept the annual costs of £108.

h. Discuss the Option to opt out of the SAAA central external auditor appointment arrangements

Resolved 22/09/8.05

It was agreed to stay in the SAAA Central Auditor arrangements and not opt out.

9.0

Chairmans’ & Councillors Reports:

Cllr. Maggie Dunn advised that she will chase the modified development brief for the Thingoe site.

It was suggested that new notice boards be purchased for the Livermere Road and the Post Office, the Clerk is to look at quotes.

Cllr. Fisk raised concerns over the allotments not being used for Gt. Barton residents. The Clerk is to check if there is a tenancy agreement and what are its T&C’s. Cllr. Dunn is to speak with the Allotments Chair.

10.0	<p><u>Parish Matters & Highways Issues:</u></p> <p>(a) Nomination of Councillor to inspect assets in the village, check the playground (weekly), put up agendas & Council to nominate a second emergency contact for the playground with Maggie Dunn</p> <p>It was agreed that the Clerk will carry out the Asset Risk & Maintenance Inspection on a 6-monthly schedule. Cllr. Gwyn James is to act as back-up for the Playground Emergency contact. The Cllr's are to carry out the weekly playground inspections on a monthly rota, agreed at each Full PC meeting.</p> <p>(b) Council to consider the destination of the Clerk's fireproof filing cabinet</p> <p>It was agreed to dispose of the cabinet.</p> <p>(c) Update on Autumn newsletter</p> <p>The Draft newsletter was approved and the Cllr. Dunn is to forward the Pdf. File to the Clerk to send to the printers.</p> <p>(d) Review of VAS speed signs in the village (update) & Speed Watch Update – G James</p> <p>Cllr. James circulated a report before the meeting, it was agreed to defer the item to the next agenda, to allow members to consider the proposals.</p> <p>(e) New Playground equipment and funding update – S Todd</p> <p>Due to Cllr Todd being absent from the meeting, the item was deferred to the net agenda. The decision on the grant applied for is due early October 2022.</p> <p>(f) Village Entrance Gates & Street Licence application Update</p> <p>The Clerk is currently working on the street furniture licence application.</p> <p>(g) The quote for mending 1 bench and sanding down and re-staining the 2 wooden/concrete benches on the village hall playing field – P Fisk</p> <p>Still pending!</p> <p>(h) Discuss overgrown footpaths (Ref:371668 Gt Barton to Bury)</p> <p>Cllr. Hopfensperger is to follow up on the footpaths needing attention in the village, the Clerk is to forward the email from Highways in relation to the online report Ref: 371668.</p> <p>(i) Request for Dog Bin Hall Park/Derby Place</p> <p>It was confirmed that the bin is overflowing, not due to its size, but that WSC have failed to empty it within the last few months. The Clerk is to follow this up with the Waste Team at WSC. It was agreed to hold off purchasing a larger bin at this time and to monitor.</p> <p>(j) Organise the Christmas lunch for elderly/vulnerable residents</p> <p>Cllr Maggie Dunn is to look at options for having the lunch at the hall with caterers.</p>
11.0	<p><u>Correspondence:</u></p> <p>No further items of correspondence had been received.</p> <p><u>Date of next meeting</u></p>

The next meeting will be held on Monday 17th October 2022 at 7.30pm.

There being no further business the meeting finished at 10.20 pm.

.....Sign & Date

.....Print name

CHAIRMAN

Signed as confirmation that they are a true record.

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