

# MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 18<sup>th</sup> MARCH 2024 COMMENCING AT 7.30PM

Item	Action								
	<p>Councillor Maggie Dunn chaired the meeting along with Councillors Gwyn James, Peter Fisk, Matthew Parker, David Clarke and Andy Baker 4 members of the public, Councillor Sarah Broughton and the Parish Clerk were also present. <u>Chairmans welcome, reminder about the filming of meetings and to receive apologies for absence</u></p>								
1.	<p>Councillor Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. Apologies were received and accepted from Councillor Hopfensperger.</p>								
2.	<p><u>To receive members declarations of interest</u> There were no declarations of interest or requests for dispensation.</p>								
3.	<p><u>Open public session</u> A member of the public raised concerns about the state of the roads and all the potholes, it was discussed and agreed we should all be reporting these even when they have already been reported. A member of the public raised the withdrawal of Copart section of the planning application DC/22/2190/HYB, Councillor Broughton advised there is a Development Control Committee meeting on 3<sup>rd</sup> April 2024 where Councillors Broughton and Hopfensperger will be speaking to object. A member of the public asked if the portfolio holder for Suffolk County Council Highways could attend the annual meeting.</p>								
4.	<p><u>To receive County Councillors report from Councillor Rebecca Hopfensperger</u> Councill Hopfensperger was unable to attend the meeting and had sent her apologies.</p>								
5.	<p><u>To receive District Councillors report from Councillor Sarah Broughton</u> Councillor Sarah Broughton advised a meeting will be held with British Sugar and Jo Churchill among others to discuss the situation with Compiagne Way and along with Councillor Rebecca Hopfensperger she will report back to the Parish Council. The Parish Council have received grants towards the village gates and full funding of a Village noticeboard at the Village Hall.</p>								
6.	<p><u>Update on the Triangle Development</u> The Triangle working group advise there has been no response from Barley Homes to the request for a copy of the revised draft Development Brief sent to the Local Planning Authority in December 2023.</p>								
7.	<p><u>Planning applications</u> There were none to discuss.</p>								
8.	<p><u>To sign the minutes of the Council meeting on Monday 19<sup>th</sup> February to stand as an accurate record of the meeting</u> An amendment to the minutes of Monday 19<sup>th</sup> February 2024 was requested so will be signed at the next meeting.</p>								
9.	<p><u>To sign the planning meeting minutes on 4<sup>th</sup> December 2023 and 11<sup>th</sup> March 2024 a to stand as an accurate record of the meeting and consider the completed and approved planning applications for March/April 2024 by West Suffolk Council</u> Councillor Peter Fisk proposed acceptance of the minutes of the planning meeting on 4<sup>th</sup> December 2023 and 11<sup>th</sup> March 2024 to stand as an accurate record of the meeting. Seconded by Councillor Gwyn James, unanimous decision from those present at the meetings. The minutes were then signed as a true record. <u>Completed and approved planning application for February/March 2024 by West Suffolk Council</u></p>								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">ADDRESS</th> <th style="width: 15%;">APPLICATION NUMBER</th> <th style="width: 50%;">APPLICATION DETAILS</th> <th style="width: 10%;">DECISION</th> </tr> </thead> <tbody> <tr> <td>Barley House Great Barton Bury St Edmunds Suffolk IP31 2PH</td> <td>DC/23/1294/FUL</td> <td>a. first floor rear extension to provide two apartments with a new external staircase b. associated access, parking and new pedestrian link</td> <td>Refused</td> </tr> </tbody> </table>	ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION	Barley House Great Barton Bury St Edmunds Suffolk IP31 2PH	DC/23/1294/FUL	a. first floor rear extension to provide two apartments with a new external staircase b. associated access, parking and new pedestrian link	Refused
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10. **FINANCE**

a) Payment of accounts and outstanding invoices

Approval of Payments schedule for February 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Gwyn James, Seconded Councillor, Andy Baker unanimous decision. Internet banking. Transactions entered by the Clerk verified by Councillor Gwyn James, verified and released by Councillor Maggie Dunn.

**March 2024 Payment Schedule**

Inv ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT Reclaim	Entered (Initials)	Verified (Initials)	Verified & released
119	Propel Finance 12	January/Handset rental	3	S/O	£ 8.40	£ 1.40			
120	O2	Clerks mobile phone provider	3	S/O	£ 13.68	£ 2.28			
121	A Jackson	Salary	1	S/O	£ 561.20				
121a	A Jackson	overtime £93.15, hourly rate increase Jan 24 £43.33, Home working £23 February 24	1	B/P	£ 159.48				
122	Clare Veal Gardening	Tidy garden area around the village sign	3	B/P	£ 30.50				
123	Great Barton Thanksgiving fund	February Hall hire	3	B/P	£ 31.25				
<b>TOTAL</b>					<b>£ 804.51</b>	<b>£ 3.68</b>			

b) The Financial report from the Responsible Financial Officer including details of bank balances as at 29/2/2024, Bank reconciliation for January and February 2024, reserve budgets and spending against them and any items arising from risk assessments which had been circulated.

**Bank balances at 29/2/2024**

<b>Unity trust Current Account</b>	£14,185.59
<b>Unity Trust Savings Account</b>	£66,969.46
<b>Total balances</b>	£81,155.05
<b>Credits – Spring newsletter</b>	£1032.00
<b>Other Credits received</b>	
<b>Payments made under S137*</b>	None

**Balance @ 13/3 2024**

RESERVE	AS @ 1/4/2023	SPENT TO DATE	EARMARKED PROJECTS TOTAL	CURRENT BALANCE	AVAILABLE TO SPEND
Small Projects	£13734	£4376	£2291	£9358	£7098
Coronation	£1699 + £495 12/10/23	£1692		£502	
Legal	11500	1073	£2027	£10427	£8400
Youth project	£938	£326		£612	
General	£10563			£10563	
Allotments	£60 + £120	£120		£60	
Asset Maintenance	£11674	£530		£11144	
Asset Acquisition	£11840	£3569	£500	£8271	£7772
Icepits Wood	£13682	£6524	£1000	£7158	£6158
S106 funds	£14676	0		£14676	
<b>TOTAL RESERVES</b>	<b>£90,981</b>	<b>£18210</b>	<b>£5818</b>	<b>£72771</b>	

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<p>11.</p>	<p>c) The Council approved amendments to January and February 2024 payments.  d) There were no questions about the list of Councils aggregate receipts and payments for the quarter.  e) Councillor Maggie Dunn advised no updates on grants from the Housing Associations this will be looked at again later in year.  f) Village gates, Councillor Gwyn James presented 3 options for the village gate design with prices. Councillors discussed and unanimously agreed to proceed with option 1. Councillor Gwyn James will finalise costs based on option 1 and present at the next meeting.  g) The Council considered the cost of the Clerks overtime for conducting the Thermal Imaging project and agreed. Proposed Councillor Maggie Dunn, Seconded Councillor, Gwyn James unanimous decision.</p> <p><u>Non financial items carried forward from previous meetings</u>  a) No update available on the Green Lane footpath.  b) Cox Lane/Icepit Wood footpath - Suffolk County Council have confirmed that Havebury Housing have agreed to the footpath crossing their land on the Cox Lane. There may be a delay for the contracts to be drawn up by the legal department at Suffolk County Council.  c) No update clearing the ditch in Mill Road, no update Councillor Maggie Dunn to chase.  d) Update on playground repairs and maintenance – all repairs have been made.  e) Update on review of policies and procedures – Council agreed to review all its policies and procedures by July 2024</p> <p>12. <u>Update of the West Suffolk Local Plan</u>  The draft Local Plan states there is no additional housing requirement set for Great Barton as the Neighbourhood Plan is made. However, it is not clear how the housing allocation in the Neighbourhood Plan has been reflected in the draft LP housing allocations. The Parish Council has responded to the consultation on this point.</p> <p>13. <u>Spring Newsletter</u>  The Clerk advised the newsletter is printed and will start to arrive at the beginning of April. Councillor Gwyn James has investigated using some old photographs from of the village from archives. The cost to use these photographs is £10. Proposed Councillor Maggie Dunn, Seconded Councillor, Peter Fisk unanimous decision.</p> <p>14. <u>Chairman and Councillors Report</u>  None</p> <p>15. <u>Correspondence not covered elsewhere on the agenda</u>  Councillor Maggie Dunn advised that the Emergency Response telephone line has been disconnected and the contract cancelled as a result of a new modems fitted at the village hall. The Clerk will investigate.</p> <p>16. <u>Items to be carried forward to the next meeting</u>  There were no items to carry forward to the next meeting.</p> <p>17. Closing public session  18. Date of next meeting – Monday 18<sup>th</sup> March 2024 at 7.30pm in the community room.</p> <p>There being no further business the meeting finished at 9.40pm.</p> <p>..... sign and date</p> <p>..... Print name</p> <p>Chairman  Signed as confirmation that they are a true record.</p>	<p>GJ</p> <p>AJ</p>
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