

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY
17th June 2024 COMMENCING AT 7.30PM**

Item	<p>Councillor Maggie Dunn chaired the meeting along with Councillors David Clarke, Gwyn James and Matthew Parker.</p> <p>5 members of the public, Councillors Sarah Broughton and the Parish Clerk were also present.</p>								
1.	<p><u>Chairmans welcome, reminder about the filming of meetings and to receive apologies for absence</u></p> <p>Councillor Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. Apologies were received and accepted from Councillors Peter Fisk and Andy Baker.</p>								
2.	<p><u>To receive members declarations of interest</u></p> <p>There were no declarations of interest or requests for dispensation.</p>								
3.	<p><u>Open public session</u></p> <p>A member of the public asked what the agenda item 12 D) about Hall Park restricted covenants concerned. Council discussed an earlier resident communication about enforcing a covenant and agreed that this should be directed to West Suffolk Council. Clerk to inform resident.</p>								
4.	<p><u>Co Option to vacancy of office</u></p> <p>Completed Councillor application forms for two candidates had been circulated to current Councillors. A discussion and vote was taken to co-opt Jenny Stone and Elaine Read as candidates. Proposed Councillor Maggie Dunn and Seconded by Councillor Matthew Parker, unanimous decision for both candidates. Acceptance of Office forms signed and dated.</p>								
5.	<p><u>To receive a report from County Councillor Rebecca Hopfensperger</u></p> <p>Councillor Rebecca Hopfensperger was not at the meeting.</p>								
6.	<p><u>To receive a report from Borough Councillor Sarah Broughton</u></p> <p>Councillor Sarah Broughton did not have anything to report.</p>								
7.	<p><u>The Triangle Development</u></p> <p>The task force recommendations to Council after their meeting on 11th June are two fold, as there is still no sight of the second draft development plan no comment should be made to Barley Homes and a meeting should be requested with Councillor Cliff Waterman at West Suffolk Council. Councillors agreed to this plan of action and Phillip Reeve will make contact.</p>								
8.	<p><u>To sign the minutes of the Council meetings held on Monday 20th May 2024 to stand as an accurate record of the meeting</u></p> <p>Councillor David Clarke proposed acceptance of the minutes of the Council meeting on 20th May 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.</p>								
9.	<p><u>To sign the planning meeting minutes on 10th June 2024 to stand as an accurate record of the meeting and consider the completed and approved planning applications from West Suffolk Council</u></p> <p>Councillor Gwyn James proposed acceptance of the minutes of the planning meeting on Monday 10th June 2024 to stand as an accurate record of the meeting. Seconded by Councillor David Clarke, unanimous decision from those present at the meetings. The minutes were then signed as a true record.</p> <p>Completed planning applications from West Suffolk Council</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: 55%;">APPLICATION DETAILS</th> <th style="width: 15%;">DECISION</th> </tr> </thead> <tbody> <tr> <td>46 conyers way Great Barton</td> <td>DC/24/0530/CLP</td> <td>Application for lawful development certificate for proposed use or development - for the siting of a mobile home ancillary to dwelling</td> <td>Granted</td> </tr> </tbody> </table>	ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION	46 conyers way Great Barton	DC/24/0530/CLP	Application for lawful development certificate for proposed use or development - for the siting of a mobile home ancillary to dwelling	Granted
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10.	<p><u>FINANCE</u></p> <p>a) Payment of accounts and outstanding invoices</p> <p>Approval of Payments schedule for June 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Gwyn James, Seconded Councillor, Maggie Dunn unanimous decision. Internet banking. Transactions entered by the Clerk verified by Councillor Gwyn James, verified and released by Councillor Maggie Dunn.</p>								

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June 2024 Payment Schedule

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
20	CLV Gardening	Garden maintenance at village sign	3	B/P	£ 32.00	
21	Propel Finance	Clerk mobile phone handset rental - 3	3	D/D	£ 8.40	£ 1.40
22	Great Barton Thanksgiving Fund	Village Hall hire - May 2024	3	B/P	£ 18.75	
23	Holy Innocents Church	Grant to plant a wild flower meadow		B/P	£ 180.00	
24	Amanda Jackson	June Salary	1	S/O	£ 478.60	
25	David Clarke	Fish & Chip supper expenses	10	B/P	£ 69.05	£ 6.01
26	Amanda Jackson	Fish & Chip supper, Office expenses	10	B/P	£ 323.09	£ 22.86
27	HMRC	National Insurance contribution A Jackson		B/P	£ 65.04	
TOTAL					£ 1,174.93	£ 30.27

b) The Financial report from the Responsible Financial Officer including details of bank balances as at 12/6/2024, Bank reconciliation for May/June 2024, reserve budgets and spending against them and any items arising from risk assessments which had been circulated. There were no items arising from the report and no questions.

c) There were no questions about the list of Councils aggregate receipts and payments for the quarter.

Bank balances at 12/6/2024

Unity trust Current Account	£13803.76
Unity Trust Savings Account	£97428.61
Total balances	£111,232.37
Credits – Fish & Chip supper £176.65	£176.65
Moved from current account to savings account	£30,000.00
Other Credits received	None
Payments made under S137*	None

Reserves as at 12/6/24

GREAT BARTON PARISH COUNCIL RESERVES AS @ 12th JUNE 2024						
RESERVE	AS @ 1/4/2024	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS	£ 20,914.00	£ 32.00	£200 Anchor cover for little Hamlet	£ 200.00	£ 20,882.00	£ 18,807.00
			£700 Memorial grant for Kate Trevitt	£ 700.00		
			£1000 Legal fees for extending Green Lane 21 footpath	£ 1,000.00		
			£100 New deficit pads	£ 100.00		
			£0 Maintenance of garden @ Village sign	£ -		
			£75 Website training	£ 75.00		
			Total earmarked £	£ 2,075.00		
LEGAL	£ 10,427.00	£ -	None	£ -	£ 10,427.00	£ 10,427.00
CORONATION	£ 502.00	£ 502.00	£502 transferred to small project reserve 23/5/24	£ -	£ -	£ -
YOUTH PROJECT	£ 612.00	£ -	None	£ -	£ 612.00	£ 612.00
GENERAL	£ 10,563.00	£ 180.00	None	£ -	£ 10,383.00	£ 10,383.00
ALLOTMENTS	£ 60.00	£ 60.00	None	£ -	£ -	£ -
ASSET MAINTENANCE	£ 11,143.00	£ -	None	£ -	£ 11,143.00	£ 11,143.00
ASSET ACQUISITION	£ 8,271.00	£ -	None	£ -	£ 8,271.00	£ 8,271.00
ICEPTS WOOD	£ 9,158.00	£ -	None	£ -	£ 9,158.00	£ 9,158.00
S106 FUNDS	£ 14,676.00	£ -	None	£ -	£ 14,676.00	£ 14,676.00
TOTAL RESERVES	£ 86,326.00	£ 774.00		£ 2,075.00	£ 85,552.00	£ 83,477.00

11. Continuation of the Annual Governance and Accountability Return 2023/24

- a) Council considered the circulated Annual Bank Reconciliation. Councillor David Clarke proposed adoption of the Annual Bank Reconciliation, seconded by Councillor Maggie Dunn. Unanimous decision.
- b) Council had completed a full review of their Standing Orders and noted that there are amendments to the Financial Regulations which will be presented for review at the next

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12.	<p>meeting.</p> <p>c) A review of the Asset Register will be reviewed at the next meeting.</p> <p><u>Non-financial items carried forward from previous meetings</u></p> <p>a) Cul-de-sac footpath on Green Lane – Councillor David Clarke advised that it had be cut back.</p> <p>b) Cox Lane to Icepits Wood footpath – There were no updates.</p> <p>c) Village gates – Councillor Gwyn James is waiting for the final quotation from Suffolk County Council and information relating to the landowners’ for each gate.</p> <p>d) Hall Park covenant – Councillor Maggie Dunn and the Clerk will visit.</p> <p>e) Summer newsletter – Payment has been made to Suffolk Archives for the use of some historic images of the village. The Clerk will arrange a meeting with the newsletter group to progress the Summer newsletter.</p> <p>f) Councillor David Clarke reported mole activity on the playground area, the Clerk will organise an inspection and action if required. All Councillors were in agreement.</p> <p>g) Policy and procedure review – the Clerk will circulate policies and procedures for Councillors to review before each meeting.</p> <p>h) Elm Meadows – the Council discussed and agreed to meet with Suffolk County Council about the change of use for Suffolk County Council Farm Estate Land situated between Cox Lane, A143 and Icepits Wood. There will be nearly 72 acres. Dog fouling was discussed as this will be an open area for the community.</p>	
13.	<p><u>Chairman’s and Councillor’s Reports</u></p> <p>There was no report from the Chairman or Councillors.</p>	
14.	<p><u>Correspondence not covered elsewhere on the agenda</u></p> <p>There was no correspondence to report.</p>	
15.	<p><u>Items to be carried forward to next meeting</u></p> <p>Review of the Financial Regulations</p> <p>Review of the Asset Register</p>	
16.	<p><u>Closing of the public session</u></p> <p>A member of the public commented that the Parish Council should keep in mind the potential implications for future planning applications as a consequence of the Elm Meadow project.</p>	
17.	<p><u>Date of next meeting</u></p> <p>Monday 15th July 2024 at 7.30pm in the community room at the Village Hall.</p> <p>There being no further business the meeting finished at 9.35pm.</p> <p>..... sign and date</p> <p>..... Print name</p> <p>Chairman</p> <p>Signed as confirmation that they are a true record.</p>	