

# MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 15<sup>th</sup> APRIL 2024 COMMENCING AT 7.00PM

Item	Councillor Maggie Dunn chaired the meeting along with Councillors Peter Fisk, David Clarke and Andy Baker 2 members of the public, Councillors Sarah Broughton, Rebecca Hopfensperger and the Parish Clerk were also present.	Action												
1.	<u>Chairmans welcome, reminder about the filming of meetings and to receive apologies for absence</u> Councillor Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. Apologies were received and accepted from Councillors Matthew Parker, Gwyn James and Rebecca Hopfensperger.													
2.	<u>To receive members declarations of interest</u> There were no declarations of interest or requests for dispensation.													
3.	<u>To sign the minutes of the Council meetings held on Monday 19<sup>th</sup> February and Monday 18<sup>th</sup> March 2024 to stand as an accurate record of the meeting</u> Councillor Andy Baker proposed acceptance of the minutes of the Council meeting on 4th December 2023 and 11th March 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.													
4.	<u>To sign the planning meeting minutes on 8<sup>th</sup> April 2024 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 Monday 8 <sup>th</sup> April 2024 to stand as an accurate record of the meeting. Seconded by Councillor Maggie Dunn, 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>														
<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: 20%;">DECISION</th> </tr> </thead> <tbody> <tr> <td>May Cottage School Lane Great Barton Bury St Edmunds</td> <td>DC/24/0216/HH</td> <td>a. insertion of two dormers on south-west elevation and one rooflight on the north-east elevation of the detached garage to existing ancillary living accommodation b. two-storey front extension (demolition of existing extension) c. single storey rear extension d. alterations to rear dormer window and insertion of rear rooflight.</td> <td>Granted</td> </tr> <tr> <td>Two Oaks East Barton Road Great Barton Suffolk</td> <td>DC/23/1486/FUL amended see 26/9/23</td> <td>Construction of 1 dwelling - amended application</td> <td>Granted</td> </tr> </tbody> </table>			ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION	May Cottage School Lane Great Barton Bury St Edmunds	DC/24/0216/HH	a. insertion of two dormers on south-west elevation and one rooflight on the north-east elevation of the detached garage to existing ancillary living accommodation b. two-storey front extension (demolition of existing extension) c. single storey rear extension d. alterations to rear dormer window and insertion of rear rooflight.	Granted	Two Oaks East Barton Road Great Barton Suffolk	DC/23/1486/FUL amended see 26/9/23	Construction of 1 dwelling - amended application	Granted
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5.	<b><u>FINANCE</u></b> a) Payment of accounts and outstanding invoices Approval of Payments schedule for April 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Andy Baker, Seconded Councillor, David Clarke unanimous decision. Internet banking. Transactions entered by the Clerk verified by Councillor David Clarke, verified and released by Councillor Maggie Dunn.													

### April 2024 Payment Schedule

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
2	Propel Finanace	Clerks mobile phone hand rental - 1	3	D/D	£ 8.40	£ 1.40
3	Suffolk County Council	Allotments - 1/2 yearly rent	5	D/D	£ 60.00	£ -
4	Suffolk County Council	Land north of Iceptis Wood - 1/2 yearly rent	5	D/D	£ 50.00	£ -
5	West Suffolk Council	Bin emptying	4	D/D	£ 1,148.16	£ -
6	West Suffolk Council	Bin emptying	5	D/D	£ 382.72	£ -
7	Gipping Press	Spring Newsletter Print	7	B/P	£ 768.00	£ -
8	O2	Clerks mobile phone contract- April	1	D/D	£ 14.35	£ 2.39
9	Places4People Ltd	Planning consultancy support - Triangle Development	2	B/P	£ 2,373.60	£ 395.60
10	Great Barton Thanksgiving Fund	Village Hall hire - March 2024	3	B/P	£ 25.00	£ -
11	Vertas	Grass cutting 1/1/24 to 31/3/24	5	B/P	£ 881.93	£ 146.99
12	Amanda Jackson	Expenses Mileage/ink cartridge	3	B/P	£ 29.69	£ -
13	Suffolk Association of Local Councils	2024/25 subscription	3	B/P	£ 718.41	£ -
14	Amanda Jackson	April Salary	1	S/O	£ 561.20	£ -
TOTAL					£ 7,021.46	£ 546.38

- b) The Financial report from the Responsible Financial Officer including details of bank balances as at 31/3/2024, Bank reconciliation for March 2024, reserve budgets and spending against them and any items arising from risk assessments which had been circulated.

### Bank balances at 31/3/2024

Unity trust Current Account	£16,397.80
Unity Trust Savings Account	£67,428.61
Total balances	£83,826.41
Credits – Grant for the Village gate/refund BT emergency phoneline/newsletter	£3,100.84
Other Credits received - Interest	459.15
Payments made under S137*	None

### Balance @ 31/3/2024

RESERVE	AS @ 1/4/2023	SPENT TO DATE	EARMARKED PROJECTS TOTAL	CURRENT BALANCE	AVAILABLE TO SPEND
Small Projects	£13734 + £3000	£4376	£2291	£12358	£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
Iceptis Wood	£13682	£6524	£1000	£7158	£6158
S106 funds	£14676	0		£14676	
TOTAL RESERVES	£90,981	£18210	£5818	£75771	

	<p>c) There were no questions about the list of Councils aggregate receipts and payments for the quarter.</p> <p>d) The Council considered expenses to be claimed by Councillor Maggie Dunn, these will be included in May payments.</p> <p>e) The Council requested tenders for the grass cutting on the Village Hall playing field and at the Holy Innocents Church for a period of 4 years with a detailed specification of machinery used and frequency. The Council then considered the tenders and decided to appoint Vertas as they represented the most cost effective and had provided a very good service to the Council for the previous 4 years. The Clerk advised on an amendment to legislation allowing the Parish Council to include the Holy Innocents Church yard grass cutting in the budget. Grass cutting tender, Councillor Maggie Dunn proposed. Seconded by Councillor Andy Baker, unanimous decision. To include the grass cutting at Holy Innocents Church in the Council budget, Councillor Maggie Dunn proposed. Seconded by Councillor David Clarke, unanimous decision.</p> <p><u>Chairman's and Councillor's Reports</u></p> <p>Councillor Maggie Dunn advised that the Hepworth Parish Council are organising a meeting with West Suffolk Council planning department and have invited other Parish Councils to attend. It was agreed for Councillors Dunn and Baker to attend.</p> <p><u>Correspondence not covered elsewhere on the agenda</u></p> <p>The Clerk has received an email advising that garden waste has been left on the Bunbury Avenue green, the Parish Council agreed to put a notice in the next newsletter. A grant has been requested by Holy Innocents Church for monies towards a wildflower meadow at the church for use by the community, this will be discussed in Mays meeting.</p> <p><u>Items to be carried forward to next meeting</u></p> <p>Grant request from Holy Innocents Church.</p> <p><u>Closing of the public session</u></p> <p>There was no public present due the Annual Village meeting that followed this meeting.</p> <p><u>Date of next meeting</u></p> <p>Monday 20th May 2024 at 7.30pm in the community room at the Village Hall.</p> <p>10.</p> <p>There being no further business the meeting finished at 7.30pm.</p> <p>..... sign and date</p> <p>..... Print name</p> <p>Chairman Signed as confirmation that they are a true record.</p>	<p>MD AJ AJ</p> <p>MD</p>
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