

MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 15th JANUARY 2024 COMMENCING AT 7.30PM

Item		Action			
	<p>Councillor Maggie Dunn chaired the meeting along with Councillors David Clarke, Gwyn James and Peter Fisk 9 members of the public, Councillors Sarah Broughton and Rebecca Hopfensperger, 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> Councillor Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. Apologies were received and accepted from Councillors Andy Baker and Matthew Parker.</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> Residents raised concerns about the condition of the village roads especially Fornham Road, The Avenue and Mill Road. With continual use by HGV's and sugar beet lorries along with cars these roads are being used as a diversion while Compiegne Way is closed. The increase in traffic causing increased pot holes, verge erosion. It was agreed that the Parish Council, Councillors Hopfensperger and Boughton and a representative from the village will write the Traffic Commissioners Office, Suffolk County Council and West Suffolk District Council.</p>				
4.	<p><u>Air Quality Action Plan Presentation</u> A presentation was given by Suffolk County Council about the Air Quality Action Plan Consultation. It was agreed a post would appear on the village facebook page and on the website and noticeboards signposting residents to the information and where to email comments. Consultation closing date is Monday 22nd January 2024.</p>				
5.	<p><u>To receive County Councillors report from Councillor Rebecca Hopfensperger</u> Councillor Hopfensperger reported the progress with the Compiegne Way closure and condition of the local roads. She will keep chasing for answers.</p>				
6.	<p><u>To receive District Councillors report from Councillor Sarah Broughton</u> Councillor Broughton advised that the West Suffolk Local Plan Submission Consultation will run from 30th January 2024 to 12 March 2024.</p>				
7.	<p><u>Update on The Triangle Development</u> The Council discussed information received in December 2023, the Triangle Development group will consider the information and advise on suggested actions to be taken.</p>				
7a.	<p><u>Planning applications</u> The Council considered and discussed the planning application below and had no objections.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;"> 1 Green Lane Great Barton Suffolk IP31 2QZ </td> <td style="width: 30%; padding: 5px;"> DC/23/0215/HH </td> <td style="width: 40%; padding: 5px;"> a. front porch b. two storey side extension c. render and cladding to existing dwelling elevations d. solar panels to rear roof slope </td> </tr> </table>	1 Green Lane Great Barton Suffolk IP31 2QZ	DC/23/0215/HH	a. front porch b. two storey side extension c. render and cladding to existing dwelling elevations d. solar panels to rear roof slope	
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8.	<p><u>To sign the minutes of the Council meeting on Monday 11th December 2023 to stand as an accurate record of the meeting</u> Councillor Gwyn James proposed acceptance of the minutes of the Council meeting on Monday 11th December 2023 to stand as an accurate record of the meeting. Seconded by Councillor Maggie Dunn, unanimous decision from those present at the meeting. The minutes were then signed as a true record.</p>				

9. To sign the planning meeting minutes on 4th December 2023 to stand as an accurate record of the meeting and consider the completed and approved planning applications for December/January 2024 by West Suffolk Council
 Signing of the planning meeting minutes from 4th December 2023 was deferred until February's meeting.

Completed and approved planning application for December/January 2024 by West Suffolk Council

ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION
The Arboretum The Park Great Barton Suffolk IP31 2RH	DC/23/1588/FUL	one dwelling	Granted
7 Diomed Drive Great Barton Suffolk IP31 2TD	DC/23/1492/HH	a. two storey side extension b. single storey link extension and cart lodge with games room at first floor level c. single storey rear extension	Granted
Grove End Livermere Road Great Barton Suffolk IP31 2SB	DC/23/1871/TPO	TPO 513 (2010) Tree preservation order - one Sycamore. (T1 on plan and in area A1 on order) fell	Consented
2 Tewkesbury Place Great Barton Suffolk IP31 2TP	DC/23/1703/HH	new vehicle access	Granted

10. **FINANCE**

- a) Payment of accounts and outstanding invoices

Approval of Payments schedule for January 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.

January 2024 Payment Schedule

Inv ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT Reclaim
100	SALC	New Clerk training	3	B/P	£ 216.00	£ 36.00
101	O2	Clerks mobile phone provider	3	S/O	£ 13.68	£ 2.28
102	A Jackson	Payment for addition hours worked	1	B/P	£ 658.26	
103	Great Barton Thanksgiving fund	December room hire	3	B/P	£ 82.00	
104	Unity Trust Bank	Service charge	1	D/D	£ 18.00	
105	D Clarke	Christmas lunch expenses	2	B/P	£ 449.80	
106	A Jackson	Expenses - Springs for gates at playground	3	B/P	£ 183.36	£ 30.56
107	A Jackson	January Salary	1	S/O	£ 561.20	
108	Gadd Brothers	Tree maintenance work lcepits wood	5	B/P	£ 5,220.00	£870.00
					£7,402.30	£938.84

- b) The Financial report from the Responsible Financial Officer including details of bank balances as at 31/12/2023, reserve budgets and spending against them and any items arising from risk assessments which had been circulated.

Bank balances at 31/12/2023

Unity trust Current Account	£22,034.12
Unity Trust Savings Account	£66,969.46
Total balances	£89,003.58
Credits – newsletter advertising	None
Other Credits received	£461.00
Payments made under S137*	None

Balance @ 10th January 2024

RESERVE	AS @ 1/4/2023	SPENT TO DATE	EARMARKED PROJECTS TOTAL	CURRENT BALANCE	AVAILABLE TO SPEND
Small Projects	£13734	£4145	£2291	£9589	£7298
Coronation	£1699 + £495 12/10/23	£1692		£502	
Legal	11500	0	£3100	£11500	£8400
Youth project	£938	£152		£786	
General	£10563			£10563	
Allotments	£60	£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	
TOTAL RESERVES	£90,861	£16732	£6891	£74129	

- c) There were no questions about the list of Councils aggregate receipts and payments for the quarter.
- d) Councillor Maggie Dunn will look into grants from the Housing Associations in the new year.
- e) Village gates, Councillor Gwyn James updated the Council on progress and will continue working on this project with updates expected at Februarys meeting.
- f) The council agreed to the LGA pay award for Clerks hourly rate increase from April 2023, back pay from April 2023 and confirmed the Clerk hours will continue to be 10 hours a week. Proposed Councillor Maggie Dunn, Seconded Councillor Gwyn James, unanimous decision.
- g) The Council considered the annual budget proposals from the finance committee for 2024/25 including reserves.
- h) The Council resolved to fix the precept for 2024/25 at £32,578. Proposed Councillor Maggie Dunn, Seconded Councillor Gwyn James, unanimous decision.

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BUDGET FOR 2024/25		
ITEMS		
CLERKS SALARY	£	6,459.00
EMPLOYERS NI	£	350.00
PENSION	£	190.00
MILEAGE	£	250.00
HALL HIRE	£	625.00
SUBSCRIPTIONS	£	1,363.00
HOME OFFICE ALLOWANCE	£	276.00
STATIONERY	£	390.00
CLERKS PHONE	£	263.00
TRAINING	£	4,898.00
AUDIT	£	495.00
INSURANCE	£	1,110.00
CHAIRS EXPENSES	£	200.00
TOTAL ADMIN	£	16,869.00
BIN EMPTYING	£	1,538.00
EMERGENCY PLAN	£	417.00
NEWSLETTER PRINTING	£	2,500.00
CHURCH INSURANCE	£	3,254.00
MISC PARISH MAINTENANCE	£	1,000.00
GRASS CUTTING PLAYING FIELD	£	5,000.00
TOTAL SERVICES/ACTIVITIES	£	13,709.00
CHARITIES	£	-
GRANTS	£	-
Total Charities/Grants	£	-
RESERVES		
ASSET MAINTENANCE RESERVE	£	-
ICEPITS WOOD RESERVE	£	2,000.00
CONTRIBUTION TO GENERAL RESERVE	£	-
Total transfer to reserves	£	2,000.00
TOTAL	£	32,578.00

11. Non financial items carried forward from previous meetings

- i) The Council considered quotations to fell a diseased Field Maple tree at a cost of £450 and agreed to proceed. Proposed Councillor Maggie Dunn, Seconded Councillor David Clarke, unanimous decision. To be paid from the Small projects reserve.
- j) An application has been completed for a grit bin sited at Elms Close.
- a) Councillor David Clarke advised that Suffolk County Council will inspect the Green Lane footpath.
- b) Cox Lane to Icepits Wood footpath, no update as still waiting on Havebury Housing Partnership to give permission to cross their land.

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	<p>c) Update on timescale for clearing the ditch in Mill Road, no update Councillor Maggie Dunn to chase.</p> <p>d) Playground repairs and maintenance update, waiting on delivery of the springs for the gate repairs. The Council considered a quote of £200 to remove the broken equipment from the playground. Proposed Councillor Maggie Dunn, Seconded Councillor Gwyn James, unanimous decision paid from the small projects reserve.</p> <p>e) Information Commissioners Office confirmed their decision to take no action on the reported data breach.</p> <p>f) There were no updates on the statutory review of polling districts and polling places.</p> <p>12. <u>Christmas lunch</u> The Council discussed the feedback and agreed it was very successful.</p> <p>13. <u>Chairman and Councillors Report</u> There was nothing to report.</p> <p>14. <u>Correspondence not covered elsewhere on the agenda</u> Emails and telephone calls received about the condition of the roads and potholes all covered in the public session.</p> <p>15. <u>Items to be carried forward to the next meeting</u> There were no items to carry forward to the next meeting.</p> <p>16. Closing public session</p> <p>17. Date of next meeting – Monday 19th February 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</p> <p>Signed as confirmation that they are a true record.</p>	<p>MD</p> <p>AJ</p>
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