

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY  
16<sup>TH</sup> SETPEMBER 2024 COMMENCING AT 7.30PM**

Item	Action
	<p>Councillor Maggie Dunn chaired the meeting along with Councillors Gwyn James, Jenny Stone, Elaine Read, David Clarke and Peter Fisk. 4 member of the public, Councillor Rebecca Hopfensperger arrived at 8.25pm 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 Councillor 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>Questions were asked about the new Elms Meadow project, Councillor Dunn explained a meeting would be held later in September with Louisa Antonioli, Carbon Negative Nature Positive Project Support Officer of the Growth, Highways and Infrastructure at Suffolk County Council. Concerns were raised about Suffolk County Council using arable farming land for other purposes.</p>
4.	<p><u>To receive a report from County Councillor Rebecca Hopfensperger</u></p>
	<p>Councillor Rebecca Hopfensperger advised of the latest information about Simmonds bus route changes. As a company Simmonds have been taken over and a commercial decision made that the bus routes via Livermere Road and School Road are no longer commercially viable. There was no local community engagement and only with Suffolk County Council until recently. Concern was raised by the Parish Council large groups of children waiting at the bus stops on the A143 especially as the pavements are so narrow and still need skirting back. A petition has been started in paper form. Further discussion was held see point 9.</p>
5.	<p><u>To receive a report from Borough Councillor Sarah Broughton</u></p>
	<p>Councillor Sarah Broughton supported the need for the Environmental Impact Survey for the Triangle development.</p>
6.	<p><u>Update on the Triangle Development.</u></p>
	<p>Philip Reeve updated the Council advising the taskforce have seen an updated development brief and circulated the changes. A meeting will be requested with Barley Homes. Councillor Maggie Dunn thanked Philip Reeve and Vivien Bodnar and the taskforce on behalf of the Council for all their hard work on the Triangle development.</p>
7.	<p><u>To sign the minutes of the Council meetings held on Monday 15th July 2024 to stand as an accurate record of the meeting</u></p>
	<p>Councillor Maggie Dunn proposed acceptance of the minutes of the Council meeting on 15th July 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>
8.	<p><u>To sign the planning meeting minutes on 30th July 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 David Clarke proposed acceptance of the minutes of the planning meeting on Monday 30th July 2024 to stand as an accurate record of the meeting. Seconded by Councillor Elaine Read, unanimous decision from those present at the meetings. The minutes were then signed as a true record.</p>

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Completed planning applications for West Suffolk Council for July, August and September 2024

ADDRESS	APPLICATION NUMBER	APPLICATION DETAILS	DECISION
Saltire, Livermere Road, Great Barton	DC/24/0795/HH	a. single storey rear extension b. new doors and windows c. replacement of existing doors and windows with new grey aluminium units d. replace existing horizontal cladding with vertical cladding	Granted
56 Conyers Way Great Barton	DC/24/0801/TPO	Tree preservation order - one Sycamore (T1 on plan, A1 on order) reduce two branches by up to two metres over trampoline; one Ash (T2 on plan, A1 on	Granted
The Homestead Conyers Green Great Barton Suffolk IP31 2RX	DC/23/1229/HH	detached annexe including rebuilding rebuilding the existing outbuilding	Granted
The Homestead Conyers Green Great Barton Suffolk IP31 2RX	DC/24/0667/LB	Listed building consent - rebuild and extension of existing outbuilding	Granted
Turrett Lodge The Park Great Barton	DC/24/0785/TCA	Trees in a conservation area notification - group of yew (G1 on plan) prune back to boundary line	Granted
Bunbury Arms, Ixworth Rd, Great Barton	DC/24/0677/FUL	Pergola in rear garden	Granted
Vicarage Farm Cottage Vicarage Farm Lane Great Barton	DC/24/0722/HH	Fenestration works to front and side elevations of dwelling. Removal of porch and ramp to front of dwelling.	Granted
Barton Court School Lane Great Barton	DC/24/0688/TPO	Tpo 341 (1973) Fell 1 x Yew tree & 2 x Cyprus trees	Granted

9 Bus route changes:

Council discussion following Councillor Rebecca Hopfensperger update earlier in the meeting and it was decided that the Parish Council would write to Suffolk County Council again about skirting back the pavements and would feature an online petition on the website.

10. FINANCE

a) Payment of accounts and outstanding invoices

Approval of Payments schedule for August 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Gwyn James, Seconded Councillor, Jenny Stone unanimous decision. Approval of Payments schedule for September 2024 resolved. The Council resolved to pay the following accounts. Proposed Councillor Gwyn James, Seconded Councillor, Elaine Read unanimous decision.

Internet banking transactions entered by the Clerk verified by Councillor David Clarke, verified and released by Councillor Maggie Dunn.

**August 2024 Payment Schedule**

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
36	O2	Clerks mobile phone contract- July	1	S/O	£ 14.35	£ 2.39
37	Gipping Press	Summer Newsletter	7	B/P	£ 748.00	
38	Freethought	Annual .gov email hosting		B/P	£ 125.00	
39	Amanda Jackson	August Salary	1	S/O	£ 561.20	
40	TBS	Machine hire to clear pathways in Icepits Wood		B/P	£ 83.40	£ 13.90
41	Great Barton Thanksgiving Fund	June Hall Hire (not verified on July payment run)	3	B/P	£ 137.50	
42	Great Barton Thanksgiving Fund	July Hall Hire	3	B/P	£ 34.50	
43	Propel Finance	Clerk mobile phone handset rental - 5	3	D/D	£ 8.40	£ 1.40
44	Vertas Group Ltd	Village Hall grass cutting - 1/1/24 - 31/3/24	12	B/P	£ 881.93	£ 146.99
45	Vertas Group Ltd	Village Hall & Church grass cutting - 1/4/24 - 30/6/24	12	B/P	£ 1,877.63	£ 312.94
46	Vertas Group Ltd	Village Hall & Church grass cutting - 1/7/24 - 30/9/24	12	B/P	£ 1,877.63	£ 312.94
	<b>TOTAL</b>				<b>£ 6,349.54</b>	<b>£ 790.56</b>

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**September 2024 Payment Schedule**

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
47	Alan Horne	Mole treatment on playground and area of playing field		B/P	£ 40.00	
48	Propel Finance	Clerk mobile phone handset rental - 6	3	D/D	£ 8.40	£ 1.40
49	PKF Littlejohn	External auditor services		B/P	£ 252.00	£ 42.00
50	CLV Gardening	Garden maintenance at village sign	3	B/P	£ 37.00	
51	Mr M Smith	Cutting of green at Conyers Green		B/P	£ 70.00	
52	Greenbarnes Ltd	Village Hall noticeboard		B/P	£ 880.74	£ 146.79
53	Amanda Jackson	August Salary	1	S/O	£ 680.64	
54	HMRC	Amanda Jackson tax June Salary		B/P	£ 82.60	
55	HMRC	Amanda Jackson tax July Salary		B/P	£ 82.60	
56	HMRC	Amanda Jackson tax August Salary		B/P	£ 82.60	
57	HMRC	Amanda Jackson tax September Salary		B/P	£ 29.60	
58	O2	Clerks mobile phone contract- August	1	S/O	£ 14.35	£ 2.39
					£ 2,260.53	£ 192.58

- b) The Financial report from the Responsible Financial Officer including details of bank balances as at 9/7/2024, Bank reconciliation for June/July 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.

**Responsible Financial Officer's Financial Report September 2024**

<b>GREAT BARTON PARISH COUNCIL RESERVES AS 16TH SEPTEMBER 2024</b>						
RESERVE	AS @ 1/4/2024	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS		£ 32.00	£200 Anchor cover for little Hamlet	£ 200.00		
			£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		
			£15000 Village Gates	£15,000.00		
			Village Hall noticeboard	£ 800.00		
	£ 20,914.00		Total earmarked £	£17,875.00	£ 20,882.00	£ 3,007.00
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
ICEPITS WOOD	£ 9,158.00	£ 85.00	None	£ -	£ 9,073.00	£ 9,073.00
S106 FUNDS	£ 14,676.00	£ -	None	£ -	£ 14,676.00	£ 14,676.00
<b>TOTAL RESERVES</b>	<b>£ 86,326.00</b>	<b>£ 859.00</b>		<b>£ 17,875.00</b>	<b>£ 85,467.00</b>	<b>£ 67,592.00</b>

**Bank balances at 16<sup>th</sup> September 2024**

Unity trust Current Account	£5,387.41
Unity Trust Savings Account	£97,979.06
<b>Total balances</b>	<b>£103,366.47</b>
Credits	None
Moved from current account to savings account	
Other Credits received	None
Payments made under S137*	None

- £2000 has been moved from the Instant Access saving account to the Current account
  - Clerk advised the rate for the Instant Access savings account was changing to 2.60/2.62% gross rate/AER.
- c) There were no questions about the list of Councils aggregate receipts and payments for the quarter.
- d) Budget meeting date - Council agreed to meet on Wednesday 6<sup>th</sup> November to discuss the budget for 2025/26.

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11.	<p><u>Continuation of the Annual Governance and Accountability Return 2023/24</u></p> <ul style="list-style-type: none"><li>a) A review of the Financial Regulations was postponed until the October meeting.</li><li>b) The Council reviewed the External Auditors report and had no questions.</li></ul>	
12.	<p><u>Non-financial items carried forward from previous meetings</u></p> <ul style="list-style-type: none"><li>a) Cox Lane to Icepits wood footpath – draft legal agreements for both landowners are being prepared. Suffolk County Council are waiting on quotes for works needed to bring the route into suitable condition for public use which will require some vegetation clearance, consolidation and levelling of the path across the field.</li><li>b) Village Gates – Councillor Gwyn James is waiting for an additional installation quote. He will update at our next meeting.</li><li>c) Newsletter update – Nobody has come forward to fill the editor role, Councillor Jenny Stone advised she may know of somebody who could fill that role. Council agreed to continue with Gipping press preparing artwork for the winter edition.</li><li>d) Playground – The Clerk confirmed that no further mole activity has occurred since treatment. Council considered the playground inspection report and agreed to seek quotes for repairs.</li><li>e) Bury St Edmunds Leisure Centre consultation by West Suffolk Council – Council considered and decided not to forward a response for the consultation.</li><li>f) Elm Meadow - Councillor Maggie Dunn will advise once Suffolk County Council have confirmed a date for the onsite meeting.</li><li>g) Use of the Parish Council Noticeboards for general Village communication – Council considered village organisations use of the Parish Council noticeboards and agreed that the Clerk will display a poster advising who to contact to display. Parish Council notices will always take priority.</li><li>h) Christmas lunch for the elderly – Council considered hosting a Christmas lunch again this year for the elderly in the village. Discussion was held about partnering with Meeting Point again, Councillor Jenny Stone advised they may run their own event, the Clerk will liaise. It was agreed as last year that it will be for Great Barton residents only. A budget of £500 was agreed using S137 funds. It was agreed to proceed 2 votes for, 1 against and 1 abstention.</li></ul>	
13.	<p><u>Chairmans and Councillor reports</u></p> <p>There were no reports.</p>	
14.	<p><u>Correspondence not covered elsewhere on the agenda</u></p> <ul style="list-style-type: none"><li>• A resident has emailed to say trees are overhang into their garden from Icepits wood.</li><li>• County Farms advise they are looking at measures to restrict public vehicles from using Bridleway 8.</li></ul>	
15.	<p><u>Items to be carried forward to the next meeting</u></p> <p>Amendment to the Financial Regulations and War Memorial clean.</p>	
16.	<p>Closing of the public session</p>	
17.	<p>Date of the next meeting – Monday 16<sup>th</sup> September 2024</p>	
<p>There being no further business the meeting finished at 10.20pm.</p>		
<p>..... sign and date</p>		
<p>..... Print name</p>		
<p>Chairman Signed as confirmation that they are a true record.</p>		