

Minutes of Great Barton Parish Council on Monday 20th October 2025 at 7.30pm



Councillor Maggie Dunn chaired the meeting along with Vice Chair Elaine Read and Councillors, Peter Fisk, Andy Baker Jenny Stone and Gwyn James. 1 member of the public, Rebecca Hopfensperger Sarah Broughton, and the Clerk were present.

1.	<p>Cllr Maggie Dunn welcomed everyone to the meeting and reminded everybody present that the meeting maybe recorded. No Fire alarms planned and advised of emergency exits. There were no declarations of interest or requests for dispensation.</p>
2.	<p><u>Open Public Session</u> MOP requested the Road Survey information undertaken by SCC from 2years ago be made available. Cllr Hopfensperger confirmed she is looking into it. MOP stated that the junction is already a contrary junction at the best of times and once we have the Severals development the volume of traffic is likely to double. MOP advised he also has contacted WSC in relation to the Neighbourhood Plan and what resources were going to be available. Question now Angela Raynor has gone where has it left devolution as a whole to Suffolk. Does it carry on? Cllr Hopfensperger advised carrying on. MOP referred to the Budget as have a money set aside for cleaning of the war memorial but we must not use a pressure washer for this works as the limestone is relatively soft. MOP requested we look at Suffolk Heritage or War Memorials Trust. Previously after it being cleaned, they applied for a grant but only got 80% of it due to it being damaged previously. Cllr Read advised that AMS cleaned previously. Cllr Stone thought someone had volunteered to look after it. Clerk advised she would check. Previous volunteer had stepped down. Cllr Stone, Read and Jones advised if we don't have someone they would do it. Cllr Read advised she had printed documents about how to look after memorials. MOP queried Q1 & Q2 budget as doesn't seem to add up as he is looking at it. Clerk advised she would look at this at the financial section if there has been an error this would be corrected. MOP queried if the PROW minutes will be added to the Website. Clerk advised the draft version should be on there already. Once signed off minutes will go on with all the other meeting minutes.</p>
3.	<p><u>County Councillor's report</u> Cllr Hopfensperger advised that devolution is definitely going ahead. Currently have a 3 and 1 option that we are likely to be consulted on. SCC voted to go ahead with combined authority and mayor will be voted in May with staff already in place so they are able to hit the ground running to avoid delays setting up office. Mayoral duties to be finalised before Christmas recess. MOP queried where the mayor will be based. Cllr Hopfensperger advised at this stage we do not know, perhaps 1 in Norfolk and 1 in Suffolk. Or her preferred option would be virtual office using council estates. Cllr Hopfensperger advised she and Cllr Broughton have approved the cost for a bench. Cllr Broughton asked what else they require? Books etc. As they are keen to support the school. Chair Dunn to speak to the school and send details to Cllr Hopfensperger. Cllr Hopfensperger looking to meet with the school junior road safety officers and has sent the school some dates as they are looking to support with either signage or a project. Cllr James requested if any update in relation to formal changes. Cllr Hopfensperger advised not at the moment but that's why they want to meet with the children as they are the best advocates. Chair Dunn advised it's the idling issue again. Cllr Hopfensperger to run another campaign. Cllr Read really advised she wants the parents encouraged to use the village hall. Cllr Hopfensperger advised that Pakenham Parish Council have no problem with the potential footpath that would link Footpath 10 and Footpath 22. Clerk to liaise with PPC. Cllr Hopfensperger advised that she also happy to be involved in the official opening of Elms Meadow for the village and getting everyone together. Cllr Baker asked if there was any update on the Bunbury Junction. Cllr Hopfensperger advised no further update, but money is in place S106. They are waiting on design phase for the mini roundabout</p>

option. MOP queried who has contributed Thurston has but has Stanton/Ixworth. Cllr Hopfensperger that she doesn't know without looking at the list.
Cllr Stone queried if this would be a raised roundabout. Cllr Hopfensperger advised similar to that on Westgate.

4. **District Councillor's report**

Cllr Broughton advised the Barley Homes AGM, no specifics on the Triangle Development. Rougham development going well but not making the money it should be and losing money. Cllr Broughton advised that WSC loaned the money. They advised they were going to take their business plan to cabinet. Although Cllr Broughton advised they must take it to full council as this has been a complete change to what was set up 2018. MOP queried the financial projections. Cllr Broughton advised none were provided but as the plan has changed so much it needs to be voted on. Cllr James advised they can't be part of the triangle without the affordable housing, can they? No.

Cllr Dunn advised that both her and Cllr Read are attending a meeting at WSC tomorrow. Cllr Read advised hopefully they will have an opportunity to discuss the planning rules as when we review applications they don't seem to be following their own DM planning rules. Cllr Broughton advised there is a judicial review against the local plan. But also, the comments we make are taken into consideration.

Cllr Hopfensperger advised that they have put in a motion for introducing an article 4 directive which covers private houses that want to convert to a HMO. They will need to go through the planning process before being converted and will no longer be able to convert under permitted rights. Because this is a change in planning policy it will have a 12m consultation period. Cllr Stone queried how this would effect extended families. Cllr Hopfensperger it would only be for unrelated multiple occupancy.

8.25pm Cllr Hopfensperger and Cllr Broughton left the meeting

5. **To Sign the minutes of the Council meeting on Monday 15th September**

Cllr James proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Read, unanimous decision from those at the meeting.

6. **To Sign the minutes of the PROW meeting on Thursday 18th September**

Cllr Baker proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Read, unanimous decision from those at the meeting.

7. **To Sign the minutes of the Planning meeting on Monday 13th October**

Chair Dunn proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Baker unanimous decision from those at the meeting.

8. **Council reviewed the completed planning applications.** Chair Dunn advised that appeal for DC/24/0490/FUL - Jubilee Farm had been dismissed.

9. **Finance**

a) Payments of Accounts and outstanding invoices

Approval of payment for October 2025. The Council resolved to pay the following Accounts. Clerk provided Q2 Expenditure over £100 and Q2 Budget Vs Actual Spend. Proposed Cllr James, Seconded Cllr Read, unanimous decision. Internet banking transactions entered by the Clerk, verified by Cllr James, verified and released by Chair Dunn.

Inv Ref	Payee	Details	Power to pay	Payment type	Total Invoice	VAT reclaim
69	Community Heartbeat	Replacement Defib Pads PAID	3	B/P	£ 146.34	£ 24.39
70	CAS Ltd Insurance	Insurance Renewal for 2025-2026 PAID	3	B/P	£ 1,165.20	£ 124.85
71	PKF Littlejohn	External Audit - Limited Assurance Review of	3	B/P	£ 252.00	£ 42.00

		Annual Governance and Accountability				
72	Information Commissioners Office	Annual Data Protection Fee 2025-2026	3	DD	£ 47.00	
73	O2	Clerks mobile phone contract 6	1	DD	£ 16.38	£ 2.73
74	Propel Finance	Clerks mobile phone handset hire Sept	3	DD	£ 8.40	£ 1.40
75	Unity Bank Trust	Unity Bank Service Charge 30/09	1	SO	£ 6.00	
76	Jessica Langley	Oct Salary (up to 12th)	1	BP/ SO	£ 1,005.25	
77	HMRC	Ni & tax due	1	B/P	£ 22.20	
78	Great Barton Thanks Giving Fund	Hall Hire Sept	3	B/P	£ 37.50	
79	Suffolk County Council	1/2 Yearly Rent - Iceptis wood 01/04/25- 30/09/25	5	DD	£ 50.00	
80	Suffolk County Council	1/2 Yearly Rent - Allotments 01/04/25- 30/09/25	5	DD	£ 60.00	
81	Suffolk Association of Local Councils	6m Payroll Services period ending 30/09/25	3	B/P	£ 54.00	£ 9.00
82	Community Heartbeat	New Defib for new location. Bunbury Arms PAID	3	B/P	£ 2,214.00	£ 369.00

b) Responsible Financial Officer's Financial Report October 2025

Replacement Defib pads taken from Asset Maintenance – as per April 5.m)

Grants from SCC and WSC received for A143 Skirting Back

Interest credit of £431.57 for savings account

Q2 Expenditure over £100 and Q2 Budget to Actual Figures produced and circulated

Bank balances at 17th October 2025

Unity trusts Current Account	£21,202.73
Unity Trust Savings Account	£74,355.90
Total balances	£95,558.63
Instant Access Interest	£431.57
Moved from current account to savings account	None
Moved funds from Savings account to Current account	None
Credits received – Grants SCC & WCS	£4,160
Payments made under S137*	None

Reserves Balances at 17th October 2025

GREAT BARTON PARISH COUNCIL RESERVES AS OF 17th October 2025						
RESERVE	AS of 21/05/2025 *	SPENT TO DATE	EARMARKED PROJECTS		CURRENT BALANCE	AVAILABLE TO SPEND
SMALL PROJECTS	£ 19,601.55	£ 10,536.31	£200 Anchor cover for little Hamlet (playground)	£ 200.00	£ 9,065.24	£ 7,165.24
			£700 Memorial grant for Kate Trevitt	£ 700.00		
			£1000 Legal fees for extending Green Lane 21 footpath	£ 1,000.00		
			Total earmarked £	£ 1,900.00		

LEGAL/CONSULTATION	£ 9,290.41	£ 195.00	None	£ -	£ 9,095.41	£ 9,095.41
YOUTH PROJECT	£ 612.62	£ 316.03	None	£ -	£ 296.59	£ 296.59
GENERAL	£ 12,657.47		None	£ -	£ 12,657.47	£ 12,657.47
ALLOTMENTS	£ 60.00	£ 120.00		£ -	£ 60.00	£ 60.00
ASSET MAINTENANCE	£ 11,143.48	£ 657.09	None	£ -	£ 10,486.39	£ 10,486.39
ASSET ACQUISITION	£ 8,727.82	£ 1,845.00	(Precept Budget of £456)	£ -	£ 6,882.82	£ 6,882.82
ICEPITS WOOD	£ 12,688.55	£ 247.50	(Precept Budget of £2000)	£ -	£ 12,441.05	£ 12,441.05
S106 FUNDS	£ 14,676.00	£ 4,652.00		£ -	£ 10,024.00	£ 10,024.00
TOTAL RESERVES	£ 89,457.90	£ 18,568.93		£ 3,800.00	£ 71,008.97	£ 67,208.97

* to include 24/25 underspend

- c) Council reviewed cost to flail hedge from Diomed Drive Footpath on A143/Bury Road down to Red Brick and Flint Wall for £175. Cllr Stone queried why costs are sitting with Parish Council and not Highways/SCC. Clerk advised that although Highways have historically cut sections when overhanging footpath, we often don't fit the criteria and fears we will see this more often. Cllr Gwyn and Clerk approached by MOP when doing Speedwatch about state of overgrown hedging. Chair Dunn proposed, seconded by Cllr Baker, Small projects fund. Cllr Stone expressed disagreement with the decision.
- d) No update on review for Neighbourhood plan review. Update in the November meeting.
- e) Council reviewed costs for village planting maintenance. Chair Dunn proposed, seconded by Cllr James, unanimous decision.
- f) Council discussed if Grit Bin was routinely used by MOP and if need was there to replace. Cllr Baker to look at removal of damaged bin. Council decided not to replace at this time.

9.20pm Cllr Peter Fisk left the meeting

- g) Council considered benefits to signs in Icepits Wood advising MOP about dangers of Jumps. Council still exploring liability and risk of jumps with insurance. MOP queried about how SCC covered the jumps from a legal POV. Clerk to investigate. Council agreed to 4 signs. Proposed Cllr Read, seconded by Cllr Stone. All in favour. MOP suggested a similar disclaimer in the newsletter. All agreed. Cllr Baker advised Bridleway sign broken at allotment end of Icepits wood (within the wood). Clerk to raise with PROW.

12. **Non- Financial Items**

- a) Clerk advised of 2026 Suffolk Recycling plans. Updated information in Parish Website.
- b) A143 Bus Shelter post corroded. As a temporary measure they have put the bus stop sign onto the bus shelter. WSC called Clerk to check beforehand as this bus shelter is owned by the PC.
- c) Hot Food Trailer business contacted Clerk for possible locations to trade. Clerk advised no suitable land. Village Hall advised the same.
- d) Clerk has added admin fee for Cheque Payments to invoices as we bank with Unity and do not have access to banking app so cannot easily deposit.

13. Chairman's Reports – Nothing to add from Cllr Dunn

14. **Correspondence**

- a) MOP queried access to Bridleway 5 (A143 entrance near railway bridge) which is completely overgrown. Clerk contacted PROW as not on cutting list.

15. **Items to be carried forward to next meeting**

- a) Playground meeting
- b) Neighbourhood plan review
- c) Council to hold a Personnel Meeting

Date of next meeting

10th November – Planning Meeting

17th November – Full Council Meeting

There being no further business the meeting finished at 21:55

..... sign and date

..... Print name

Chairman Signed as confirmation that they are a true record.