

Clerk advised no Parents/Carers use the village hall for drop off/pick-ups. Other than usually just herself.

Cllr Broughton requested that when we do have an application, we should arrange a drop-in session for MOP to comment and that will be the time support or go against the application. Cllr Broughton and Cllr Hopfensperger can go with the majority.

Every vote will be separate so everyone will need to comment.

Clerk advised that Elm Meadow footpath has been marked out and cut. Markers will be removed once footpath is complete. Clerk advised she has chased Ned Harrison in regards to fire break.

Cllr Baker advised a lot of MOP are already walking it.

Cllr Stone queried what the base will be? Or left to grass

Cllr Fisk said grass/Mud would be correct as footpaths should be. Cllr Dunn confirmed PROW meeting is at 10am on Thursday 18th September. MOP queried if we could send a map to Parishioners ahead of the meeting. Clerk will action.

4. **County Councillor's report** – Cllr Broughton advised Cllr Hopfensperger sent a report this evening. Form has been sent ref the skirting back and Clerk has returned. Update in relation to the Bunbury Junction improvements by way of a mini roundabout. Currently looking at safety audit before design stage.
5. **District Councillor's report** – No update other than having received the West, Mid and Babergh Financial Statement. Cllr Dunn queried why the white lining has been redone around the tollgate junction in BSE with the road works beginning in a few weeks. Cllr Broughton agreed it was a waste of money, teams not communicating. Concern that the Cllrs going forward will have to represent 4000 people. Rural parishes for example in Risby Cllr Hopfensperger has 10 different Parish Councils. Chair Dunn said one of the positives for us is having Cllr Broughton and Cllr Hopfensperger attend the meetings. MOP raised that CC and DC are now so divided with 1 unitary the logic would be East / West Suffolk divide. But that is not an option. Cllr Broughton advised they are voting next week before it goes to the Government.
Clerk raised an overgrown hedge issue on Fornham Road (14.f) Cllr Broughton advised that the hedge is cut every year in November & December. Cllr Broughton would say that highways have added the signs after the hedges were in (100 years!) and that's the issue. Suggest Clerk goes back to Highways. Also advised a left-hand side turn missing before corner near bus stop. Clerk to report.
MOP requested that the Avenue / Livermere Road junction have a survey, due to a near miss. MOP has requested a Highways speed count and road count on the junction before the Severalls development so that we are able to do some benchmarking. Cllr James advised that he has been on site with Andy from Highways who mentioned that is something has been asked to look at that.
6. **To Sign the minutes of the Council & Planning meeting on Monday 21st July**
Cllr Read proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Cllr Fisk, unanimous decision from those at the meeting.
7. **To Sign the minutes of the EO Planning meeting on Wednesday 30th July**
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. **To Sign the minutes of the Planning meeting on Monday 11th August**
Cllr Fisk proposed acceptance of the minutes to stand as an accurate record of the meeting. Seconded by Chair Dunn unanimous decision from those at the meeting.
9. **To Sign the minutes of the Planning meeting on Monday 8th 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.

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10. Council reviewed the completed planning applications. No comments.

11. **Finance**

a) Payments of Accounts and outstanding invoices

Approval of payment for September 2025. The Council resolved to pay the following Accounts. Clerk advised no pre notification statement for the Unity Service Charge, Inv Ref from payment list added to statement for paper trail. Proposed Cllr James, Seconded Chair Dunn, 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
52	O2	Clerks mobile phone contract 4	1	DD	£ 15.42	£ 2.57
53	Propel Finance	Clerks mobile phone handset hire 2 July	3	DD	£ 8.40	£ 1.40
54	Unity Bank Trust	Unity Bank Service Charge (30/07/25)	1	SO	£ 6.00	
55	Jessica Langley	Aug Salary (up to 12th Aug)	1	BP/ SO	£ 809.60	
56	HMRC	Ni & tax due	1	B/P	-£ 117.13	
57	Great Barton Thanks Giving Fund	Hall Hire July	3	B/P	£ 25.00	
58	West Suffolk Council	Lock down frame bin (to replace BBR Dog poo bin) at Cox Lane / VH	5	B/P	£ 492.00	£ 82.00
59	Suffolk Cloud	Renewal of Domain Name and Mailbox Storage	3	B/P	£ 180.00	
60	Elaine Read	Expenses for Swing Repairs required following Annual inspection	14	B/P	£ 150.18	£ 25.04
61	O2	Clerks mobile phone contract 5	1	DD	£ 15.42	£ 2.57
62	Propel Finance	Clerks mobile phone handset hire Aug	3	DD	£ 8.40	£ 1.40
63	Unity Bank Trust	Unity Bank Service Charge (30/08/25)	1	SO	£ 6.00	
64	Jessica Langley	Sept Salary (up to 12th)	1	BP/ SO	£ 809.60	
65	HMRC	Ni & tax due	1	B/P	-£ 62.14	
66	Great Barton Thanks Giving Fund	Hall Hire August	3	B/P	£ 12.50	
67	Top Garden Services	Conyers Way Grass Cut x 2	5	B/P	£ 48.00	£ 8.00
68	Jessica Langley	Expenses - 1 x Ink Cartridge & 1 x Stamp for VAT Reclaim	2	B/P	£ 49.36	£ 8.08

b) The Financial report from the Responsible Financial Officer gives details of reserve budgets and spending against them and bank account balances as of 12th September.

Unity trusts Current Account	£22,244.61
Unity Trust Savings Account	£73,924.33
Total balances	£96,168.94
Instant Access Interest	£0.00
Moved from current account to savings account	None
Moved funds from Savings account to Current account	None
Credits received – VAT Reclaim	£5,823.54
Payments made under S137*	None

GREAT BARTON PARISH COUNCIL RESERVES AS OF 12th SEPTEMBER 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	£ 7,065.24
			£700 Memorial grant for Kate Trevitt	£ 700.00		
			£1000 Legal fees for extending Green Lane 21 footpath	£ 1,000.00		
			£100 New defib pads (Freedom Café Await Invoice)	£ 100.00		
			Total earmarked £	£ 2,000.00		
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	£ 60.00		£ -	£ -	£ -
ASSET MAINTENANCE	£ 11,143.48	£ 535.14	None	£ -	£ 10,608.34	£ 10,608.34
ASSET ACQUISITION	£ 8,727.82	£ -	(Precept Budget of £456)	£ -	£ 8,727.82	£ 8,727.82
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	£ 16,541.98		£ 4,000.00	£ 72,915.92	£ 68,915.92

* to include 24/25 underspend

- c) Council reviewed the circulated monthly bank reconciliations; there were no questions.
- d) Council reviewed the cost for installing a defibrillator at the Bunbury Arms. BA Agreed small electricity cost and 24/hr access. Council to pay for installation and yearly pads. Proposed Chair Dunn, Seconded Cllr Read, unanimous decision. Assets Acquisition Reserve.

MOP requested locations of Defibs be added to the Newsletter and for Clerk to check with private Defibs if they are available for public to access.

- e) Council reviewed SALC Pay award inc back pay to April. Works out at 3.2%. Proposed Cllr James, Seconded Cllr Fisk, unanimous decision.

- f) Council to consider request for tote bags for the Newsletter Volunteers. Agreed for up to £100 for tote or crossbody bags. Clerk to liaise with TB Coordinator for Distribution.

MOP mentioned that some Parishioners have not received a Newsletter. Clerk has also had a MOP mention this on the FB Page. Clerk requested contact from those who have been missed. TB has maps and location for routes.

Proposed Cllr James, Seconded Cllr Read, unanimous decision.

- g) Council consider costs to flail hedge running along A143 from Bunbury to Icepits wood @ £175. Proposed Chair Dunn, Seconded Cllr Fisk, unanimous decision.
- h) Council reviewed quotes for dead chestnut tree on Conyers Green. Awarded to AMS. Stump to be left at 3ft tall. Clerk to request copy of Insurance and Management Plan.
- i) Council to approve Ad Hoc Cut of Conyers Green. Proposed Cllr James, Seconded Cllr Read, unanimous decision.

- j) Precept / Budget Meeting date set for 4th November at 7.30pm. Clerk to book Village Hall.

Cllr Read requested we put aside money for Neighbourhood plan costs.

- k) Council to consider Insurance Renewal, Payment to be made before 1st October. Proposed Chair Dunn, Seconded Cllr James, unanimous decision. Cllr Stone discussed raising the Icepits bike track to the insurers to see where we stand with liability. Cllr Read requested we make sure we are covered. Even if we install signs to advise no liability or association from the Parish Council. Cllr Baker advised the original person who set up the tracks no longer lives in the village. Cllr Fisk requested we ask who is in charge to get them to get their own insurance perhaps. Cllr Baker advised at WSC they have walk at your own risk signs in the woods.
- l) Council to consider 15hours overtime for Clerk to produce Autumn Newsletter. Proposed Cllr Read, Seconded Cllr Fisk, unanimous decision.
- m) Council considered bin locations with new footpath on Elm Meadow. Will assess once fully open if required.

12. **Non- Financial Items**

- a) Council considered tree grants but decided against applying as the PC doesn't own much land. Cllr Fisk requested an update in relation to Schofield Wood. Clerk to chase.

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- b) SCC Highways Self Help scheme – Chair Dunn and Clerk attended a Self-Help Scheme information morning. Highways Reimburse tools purchased for Volunteers to use to maintain village. Clerk to add to Newsletter to gain interest.

9.30pm Peter Fisk left the meeting

- c) Cllr James to attend the Road Safety lobby group as GBPC Rep.
- d) As per earlier discussion on Point 3. In relation to West Suffolk Local Plan. Clerk to contact Ian Poole.
- e) Cllr James provided an update in relation to the Village Gates install. 2 Locations adjusted slightly and furniture licence updated. Cllr James meeting Contractor to check locations and clear vegetation prior to install.
- f) Following review of Policies and Procedure’s the Grant Policy and Playground Accident Policy had updates. Grant Policy Adopted. Proposed Cllr Baker, Seconded Cllr Read. Playground Accident Policy Adopted. Proposed Cllr Dunn, Seconded Cllr Stone. Unanimous decision.

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

14. **Correspondance**

- a) Resident queried Vehicle Activated sign on Fornham Road. Cllr James advised this monitor is split between 2 locations. Advised of the measures we are putting in place to reduce speeding.
- b) Dogs off lead on the field at the village hall continuing to be an issue. VH Committee will be putting notice in Autumn Newsletter
- c) PROW Meeting on Thursday 18th September.
- d) Livermere Road – vehicles in middle of road signs requested by MOP following issues with oncoming traffic. Cllrs reviewed by based on number of accidents, correct white lining, and width of road new signs deemed not required at this stage.
- e) Bus Shelter on Livermere Road is being renamed on the timetables to Great Barton, Opp Conyers Way. To avoid confusion with A143 Bus Shelter.
- f) Livermere Road signs covered by hedging. Landowner has confirmed this will be cut back November time as on yearly cut, Clerk contacted SCC following MOP raising on Reporting tool.

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

- a) Playground meeting

Date of next meeting

13th October – Planning Meeting

20th October – 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.