

**MINUTES OF THE MEETING OF GREAT BARTON PARISH FULL COUNCIL HELD ON MONDAY 16<sup>th</sup> JANUARY 2023  
 COMMENCING AT 7.30 PM IN THE VILLAGE HALL**

<b><u>Item</u></b>	<p><b>Present: Cllr Maggie Dunn, Cllr Gwyn James, Cllr Matthew Parker, Cllr Peter Fisk, Cllr Andy Baker, Cllr Steve Todd and Cllr David Clarke (note taking – no Clerk or RFO in post).                  Also Present: Cllr. S Broughton – WSC, Cllr R. Hopfensperger – SCC. 4 members of the public were present.</b></p>	
<b><u>1.0</u></b>	<p><b><u>Chairman’s welcome &amp; to receive apologies for absence:</u></b>                  Councillor Maggie Dunn welcomed everyone to the meeting and reminded everyone present that the meeting may be recorded.</p> <p><b>Apologies:</b> None.  <b>Absent:</b> None.</p>	
<b><u>2.0</u></b>	<p><b><u>To receive members declarations of interests:</u></b>                  None.</p>	
<b><u>3.0</u></b>	<p><b><u>Open Public Forum:</u></b>                  A parishioner advised that the land between the field (Suffolk County Council owned) between Cox Lane and Icepits Wood was coming up for lease in October. It was asked whether the County Council would allow a footpath along the A143 side of this field, prior to the new tenant taking over a lease. Cllr Dunn will email Cllr Hopfensperger to formally request this, indicating the benefits and linking possibilities it will open up. Kings Coronation; a village committee has been formed. It was asked whether any councillors would be able to provide some funding towards the events. Cllr Dunn will send an email, indicating what events will be happening and the level of funding that is needed.</p>	MD
<b><u>4.0</u></b>	<p><b><u>To receive a report from County Councillor Rebecca Hopfensperger:</u></b>                  Councillor Hopfensperger:</p> <ul style="list-style-type: none"> <li>• Feedback has been received from County Highways regarding School Road weekday school time closures review. The outcome is that it is not feasible as would require daily sign movements. An alternative idea of a rolling drop-off point was given. This would require school to staff the zone.</li> <li>• Budget setting is currently in progress. Likely increases would be 1.99% County Council, 2% Social Care. Full council will vote on the 9<sup>th</sup> February.</li> <li>• Discussion took place on the Strip of Land mooted for the new Thurston Recreation ground. If a boundary change is required, it should be initiated by Thurston.</li> </ul>	
<b><u>5.0</u></b>	<p><b><u>To receive a report from Borough Councillor Sarah Broughton:</u></b>                  Councillor Sarah Broughton gave the following report:</p> <ul style="list-style-type: none"> <li>• The budget will be set in February. The Performance and Audit review is currently underway.</li> <li>• The increase for a band D property is likely to be £4.65, giving a balanced Budget.</li> </ul>	
<b><u>6.0</u></b>	<p><b><u>To Approve &amp; Adopt the minutes of the Council meeting on Monday 12<sup>th</sup> December 2022</u></b>                  Proposed Councillor Parker, seconded Councillor Fisk. Unanimously agreed.</p>	

**7.0**

**Council's formal resolution on responses submitted to LPA on applications as per the Planning Committee Meeting on Monday 9<sup>th</sup> January 2023:**

**(i) Council to consider the following applications;**

a. **DC/22/2230/TPO** - Great Barton Lodge, The Avenue - 1 Sycamore, fell

**Resolved**

The council support this application.

b. **DC/23/0006/TPO** – Roundstone House, Livermere Road - 1 Ash, fell

**Resolved**

The Parish Council made comments for this planning application; Gt Barton Parish Council do not support the removal of trees for the purpose of development but will be guided by the Local Authority tree officer for this application.

**8.0**

**Finance & Policy**

a. Payment of Accounts & Outstanding Invoices – Approval of Payments Schedule

**Resolved**

The Council resolved to pay the following accounts; it was however noted that the payment to John Roe was approved at the last Parish Council meeting, but had not been processed due to bank payment details required. Proposed Councillor James, seconded Councillor Dunn, unanimous decision in favour.

Payee	Details	Invoice number	Total	Power to pay*	VAT reclaimed
John Roe	Stationery (Emergency Response)	75	£30.46	3	
Gt Barton Thanksgiving Fund	Hall Hire December	74	£34.00	3	
L Harley	Locum Clerk and RFO	76	£750.00	1	
Cllr Dunn (for Bunbury Arms)	Christmas lunch for elderly residents	77	£237.50 (VAT reclaimable £39.08)	2	£39.08
	Total		£1051.96		£39.08

\*Power to pay:

1.	Local Government Act 1972 S.112
2.	Local Government Act 1972 s.137
3.	Local Government Act 1972 S.111
5.	Public Health Act 1875 s.164
7.	Local Government Act 1972 S.142
8.	Litter Act 1983 ss. 5,6

b. The Council considered the list of receipts and payments for the financial year to date. There were no questions.

c. The Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them had been circulated. Bank balances as at 30/12/2022: There were no items arising from the report and no questions.

<b>Unity trust Current Account</b>	£27,179.39
<b>Unity Trust Savings Account</b>	£65,383.02
<b>Total balances</b>	£92,562.41
<b>Credits – newsletter advertising</b>	July £ 50 August £150
<b>Other Credits received</b>	Bank interest: September £98.41 December £211.23
<b>Payments made under S137*</b>	Councillors were provided with a list of payments made under this capped power for the financial year to date, totalling £6,713.22 which is within the allowed expenditure of £8.41 per electorate.

<b>RESERVES</b>	<b>BALANCE '£'</b>	<b>NET AMOUNT SPENT YTD '£'</b>
Small Projects	£8995 Earmarked: £400 School Lane footpath replanting, £66.50 maintenance of garden under village sign, Anchor cover for Little Hamlet £68, K Trevitt memorial £700, Legal fees to extend Green Lane footpath £1000) Total earmarks £2,234.50	£5738
Legal	£11,500	£0
Jubilee	0 – this reserve is now closed.	£1048
Youth Project	£938	£0
General	£10,563 (£10,000 trf to legal reserve)	£0
Allotments	-£60 (funds requested to pay for rent)	£60
Asset maintenance	£ 9,674	£0
Asset acquisition	£13,040 (Earmarked : Community Speed Watch £500)	£2,120
Icepits Wood	£11,682	£0
S106 Funds	£14,676	£0
<b>Total reserves</b>	<b>£81007</b>	<b>£8966</b>

**d. Update on Allotments Tenancy Agreement Review**

The council has been given a model tenancy agreement, which could be used, but a clause will be added that gives Great Barton residents' priority on any plots becoming available. Cllr Dunn will contact the chair of the Allotments Association and advise them of the new clause.

**e. Locum Clerk;** The Council approved the job description and contract for the Locum Clerk, with the confirmation that the rate would revert to the employee rate for the RFO when a new Clerk is in place. Proposed: Cllr James, Seconded Cllr Baker. All in favour.

**f. Ratification of Vehicle Activated Speed Sign from Asset Acquisition Reserve;** Proposed: Cllr James, Seconded Cllr Todd. All in favour.

**g. 2 new Vehicle Activated Speed sign posts;** 1 on Livermere Road and 1 on the A143 near the busiest route for school children. **Resolved:** Purchase 1 post for the Livermere Road (which is a replacement post) at a cost of £370. Proposed: Gwyn Cllr, Seconded: Cllr Clarke. All in favour. It was agreed to postpone the purchase of the 2<sup>nd</sup> post until clarification is sought to the suitability of its positioning near the crossing lights. To be paid from the small projects reserve.

**h. Benches – playing fields.** A further quote is for replacement (in comparison to repair) of the 2 benches (near hall and scout hut) with 2m long recycled plastic benches (with additional support in the centre) at a cost for 2 of £1200 plus VAT plus fitting. The benches have a 20 year guarantee and will not need regular maintenance. **Resolved:** Purchase the 2 plastic benches. Proposed: Cllr Baker, Seconded: Cllr Todd All in favour. The fixing costs will be presented to the next full council meeting. To be paid from the small projects reserve.

**i. Consider using the S106 funds from Bertuna Close, currently held in reserve for a contribution towards the new playground proposals.** The council concurred a general agreement, but the exact level of the contribution would only be given when the quotes for the playground are received.

**j. Consider budgeting for further services from Places4People Planning Consultancy Ltd connected to the Triangle Development;** This will be for the sum of up to £2000 to cover the hourly rate for specialist advice and services plus travelling expenses. To be paid from the Legal Reserve. **Resolved:** Proposed Cllr Dunn, Seconded Cllr James. Unanimous agreement of the council.

**Triangle Development Update;** Concern was given over West Suffolk Council and Suffolk County Council refusing to disclose reports and assessments for public benefit, which are widely mentioned in the Triangle Development Brief but are not being made available. Discussion took place on why such an opportunity for being open and transparent by the developers was being missed.

LJH

	<p><b>k. Finance Committee;</b> Discussion took place on whether the Parish Council should set up a reserve to cover expenses such as sundry hedge cutting/clearance, which should normally be done by Suffolk County Council, but often is not or not enough times during the year/growing season. It was agreed that decisions on whether this needed doing would be taken at the time. This type of maintenance should be carried out at the County or District Councils expense, for which Parishioners are already paying towards. Mill Road Ditch clearance to be considered as an agenda item for the February 2023 Parish Council meeting.</p> <p><b>l. Consider Funds for the Kings Coronation event;</b> Cllr Dunn to obtain quotes for insuring the event. Cllr Dunn to indicate at the February meeting the level of contingency fund for the event.</p> <p><b>9.0 Parish Clerk Position;</b> Cllr Dunn will circulate a copy of the job advert for the Great Barton Parish Clerk position. All Councillors should respond giving consent or possible changes. The council agreed that the advert would be put on the SALC website, advertised on the Great Barton website, and via social media.</p> <p><b>10.0 Chairmans' &amp; Councillors Reports:</b> Warm Room; Concern had been received from the Village Hall management committee that the warm room was not needed and would be difficult to accommodate in the Village Hall. Cllr Parker will assess demand via social media posts.</p> <p><b>11.0 Format and Speakers for Annual Parish Meeting;</b> After discussion it was decided that Cllr James would ask the Police/County Council Speedwatch team for a speaker. The date is 17<sup>th</sup> April 2023.</p> <p><b>12.0 Annual Litter Pick;</b> It was decided that the litter pick would not be undertaken as an activity this year.</p> <p><b>13.0 Risk management – completing weekly/monthly/ quarterly;</b> Councillors asked to be provided with a schedule of the duties to be undertaken. To be discussed at the next meeting.</p> <p><b>14.0 Parish Matters and Highways Issues:</b></p> <p><b>a. Speedwatch</b> Cllr James advised that we are still awaiting agreement from the Police on a start date. The new sign is in spy mode, being moved to various locations around the village, which will give base-line data.</p> <p><b>b. Playground Inspection Report</b> No report has been received.</p> <p><b>c. Village Entrance Gates and Steet Licence application</b> Awaiting update on licence status.</p>	LJH
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<p><b>15.0</b></p>	<p><b>d. Notice board quotes for Livermere Road/Village Hall</b></p> <p>The Livermere Road board would be steel with legs. The cost in green is £835 plus VAT plus fitting costs. The Village hall sign would be wall mounted, with 2 doors and no legs, at a cost of £811 plus VAT and fitting. The prices include 'Great Barton' signage. It was agreed to get further prices/quotes to ensure the Parish is getting best value.</p> <p><b>Correspondence:</b></p> <p><b>(a)</b> Voters cards are required for the next election or suitable id.</p> <p><b>(b)</b> An email has been received from Walsham-Le-Willows regarding the development at Stanton and the concern over the numbers of developments between Diss and Bury St Edmunds. Cllr Dunn will prepare a response to the 'Shepherds Grove' application, near Stanton.</p> <p>There being no further business the meeting finished at 9.40 pm.</p> <p>.....Sign &amp; Date</p> <p>.....Print name</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	<p>MD</p> <p>MD</p>
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