

Barton Mills Parish Council

Clerk: Mrs Jadi Coe clerk@bartonmills.net 07724 737841

Chairman: Mrs A. Dawson 01638 714449

Minutes for the Meeting of Barton Mills Parish Council

held in the Village Hall on Tuesday 3rd April 2018 at 7.30 pm.

Present

Cllr. A. Dawson (Chair), Cllr. A. Harji, (Vice Chair), Cllr. R. Lewis, Cllr. F. Lewis, Cllr. K. Fuller, Cllr. S. Mullender, Cllr P. Boura, Cllr G. Flack.

Clerk Jadi Coe. District Cllr. Brian Harvey (FHDC). County Cllr. Louis Busuttil

There was one member of the public present.

Mr Andrew Killington (owner of 33 Church Meadow and regarding planning application DC/18/0018/HH) stated his willingness to respond to the recent objection of planning permission at 33 Church Meadow. He said that because of objections he felt it would be wrong to try to proceed with the previous application and he has since altered the application as he would like to work with the community. The alterations planned are now single storey.

18/04/01 Apologies

Cllr. N. Horne

18/04/02 Declarations of Interest

Cllr. R. Lewis declared an interest in item 5.01, 5.02 and tree applications 5.01, 5.02.

Cllr. F. Lewis –declared an interest in planning items 5.01, 5.02, tree applications 5.01, 5.02, item 9.9 Notice Board and item 9.10 Peace Garden.

18/04/03 Minutes

To approve minutes of the Parish Council Meeting dated 6th March 2018.

Resolved 18/04/03.01

The minutes were proposed as a true record, this was agreed with 7 in favour and 1 abstention. These were signed by Chairman Cllr A. Dawson.

18/04/04 Police Matters

Clerk advised nothing to report

18/04/05 County & District Councillor Reports

Cllr. L Busuttil gave the following report:

Audit work for County and District Councils was going well.

SCC is unable to fix all potholes due to lack of money. Potholes classed as major potholes are a priority but SCC are not able to currently keep on top of these. Cllr Harvey said that potholes can be reported to SCC online. He will forward details on. It was decided to include “potholes” on the clerk’s page on the Barton Miller for May 2018.

Cllr. A. Dawson asked Cllr. L. Busuttil to take comment ‘Barton Mills Parish Council is dissatisfied with potholes’ back to SCC.

Cllr. B. Harvey gave the following report:

One Suffolk has government approval and is to go to vote at the House of Parliament.

FHDC and St Edmunds bury Council will run parallel with a middle shadow authority.

GDPR is coming in with effect from May 2018 and FHDC may appoint a Data Protection Officer to act for small parishes.

18/04/06 Planning and Environment

General & For Consideration:

1. DC/18/0207/HH

Single storey rear extension and new detached garage - Nook Cottage, 76 The Street, Barton Mills.
IP28 6AA (Householder planning application)

Resolved 18/04/06.01

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No objections – unanimous vote

2. DC/18/0208/LB

Single storey rear extension and new detached garage - Nook Cottage, 76 The Street, Barton Mills. IP28 6AA (Application for listed buildings consent)

Resolved 18/04/06.02

No objections – unanimous vote

3. DC/18/0018/HH (re-consultation)

Single storey rear extension incl. replacement garage, porch and replacement side dormer – 33 Church Meadows, Barton Mills. IP28 6AR

Resolved 18/04/06.03

No objections – unanimous vote

Tree Applications (for information only):

1. DC/18/0418/TPO

Horse Chestnut and Yew – 19 Mildenhall Road, Barton Mills. IP28 6BD

No comment made

2. DC/18/0479/TCA

Yew tree in conservation area – Brook House, The Street, Barton Mills.

No comment made

Awaiting Forest Heath decisions and pending appeals:

1. C/17/2435/FUL

One dwelling following the demolition of an outbuilding. Resubmission – Land adjacent to the Old Maltings, The Street, Barton Mills - Still Pending

18/04/07 Clerk's Report & Matters Arising from the Minutes of the Last Meeting

The clerk reported that she attended SALC last week for an introductory course. From this course she was advised that all correspondence addressed to the councillors needs to be passed onto councillors and this should be put in a folder named 'for your information'. The clerk created this folder and advised she would build this folder and bring it along to each meeting.

Councillors commented that the recent contacting of residents had proved worthwhile as the hedge in question on the Mildenhall Road has been cut as requested by the previous clerk.

Cllr R. Lewis asked if we could write to a resident in Mildenhall Road in regards to a hedge overhanging in the road. Cllr. R. Lewis to find address in question and forward to the clerk to contact. (RL/JC)

18/04/08 Correspondence

To consider any items of correspondence which require a response from the Parish Council.

None

18/04/09 Parish Matters

1 May 2018 Half Term Football Coaching sessions update

The clerk stated that 50% of the costs for the February Half Term sessions were funded by AC Leisure. The clerk stated she was unsure if going forward AC Leisure would still fund 50% of the costs but she would contact AC Leisure. (JC)

Cllr. A Dawson reported that two afternoon sessions were booked for May Half Term on the Tuesday 29th May and Wednesday 30th May.

Cllr N. Horne is to be asked to update banners. (NH)

Cllr. P Boura would open the village hall to allow use of the toilet facilities. (PB)

No further sessions will be booked until after the May sessions have taken place and attendance was noted.

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Councillors wanted to remind members of the public that the use of the village field was for general play only and was not to be used for organised sports activities without prior permission.

It was suggested that a reminder was given to residents via the clerks page within the Barton Miller (JC) and on village notice boards (PB)

2 Discuss Annual Parish Meeting Agenda

The meeting is to take place on Tuesday 1st May at 7pm prior to the Annual Parish Council meeting.

The meeting is run by the Chairman therefore Cllr. A Dawson is to produce Agenda. (AD)

Items to include on the Agenda:

- How the Parish Council have spent their precept
- Update on A11, Cllr PB to contact Mr Grimm (PB)
- Update on affordable housing, clerk to contact Isobel Wright (JC)

3 Play equipment inspection confirmation

It was agreed that an annual inspection should be carried out by West Suffolk Operations and that Cllr. P Boura would undertake the necessary training and would carry out all other inspections required. (PB) Cllr. Dawson said she would forward Cllr. Boura the list of courses available.

The clerk to contact West Suffolk Operations and organise Annual Inspection. (JC)

4 Street light maintenance update

Cllr. P Boura stated that Malcolm Boura had put up the solar lights and that a street light that was out on The Street had now been fixed.

The clerk reported that invoices had been received from both SCC and K & M in regards to the street light maintenance.

5 Draft GDPR procedure/plan & confirm data held

It was reported that FHDC may possibly take on the role of Data Protection Officer for its Parish Councils. More details are to follow from FHDC.

It was agreed that Cllr. R Lewis would meet before the next meeting with the clerk and produce simple procedures to ensure we adhere to GDPR. (RL/JC)

6 Old Mill Lane sign/bollard update

There is a no through road sign present.

The bollard has not been repaired.

No further action to take at present.

7 Great British Clean Up update

This was postponed from the original date due to bad weather.

Cllr P Boura reported that Ken Venus and his team collected 13 bags of rubbish over the weekend of 24th and 25th March 2018.

Maintenance of assets

Cllr. P. Boura reported that the replacement of two swings would cost £76.80 each for the swing and between £50 and £85 for the chains. The total would be less than £250 which had been budgeted.

Resolved 18/04/09.08

This was proposed by Cllr P. Boura and seconded by Cllr A. Dawson. (PB)

Cllr P Boura would obtain three quotes to carry out work on any trees that needed cutting/trimming on the playing field. It was agreed to also sever any ivy on the trees at the same time. (PB)

9 Community notice board update

Cllr. F. Lewis reported that the notice board had been ordered for a total of £894.

The Village Hall Committee has received £400 from 2 locality grants. Barton Mills Parish Council will donate the remaining cost of £494 to the Village Hall Committee. The Village Hall will own the board but

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allow BMPC to use. It was agreed that the input VAT on the cost of the board could not be reclaimed as BMPC would not be purchasing the board only making a donation towards the cost.

10 Update on Peace Garden

The Village Hall has received a £500 locality grant for the work on the Peace Garden. It was agreed to ask Mr Ayres to invoice the Village Hall £500 and invoice the remaining cost to BMPC.

It was agreed a small tree should be present in the middle of the circular bed and to get a quote from Mr Cumber to stain/oil the oak posts. (PB)

11 S.106 monies update (FHDC, Cllr Harvey)

It was reported there was no unallocated money that BMPC could apply for.

Cllr B. Harvey did report that the Parish is getting a new footpath and a zebra crossing on the Worlington Road from S106 monies.

12 Fiveways Farm update

Cllr. B. Harvey had no update and the matter is to be included on next month's agenda

13 Affordable Housing update

It was agreed the clerk would email Isobel Wright and request information of how the purchase of land was progressing and what the next steps are. (JC)

14 Update on account for reserves

Cllr. A Dawson reported she was waiting for an appointment with Lloyds (AD)

18/04/10 Finance & Policies

1 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts.

The bank balance and reconciliation of payments and receipts were presented to the Chair. The bank account as at 20th March 2018 had a balance of £22,453.83.

2 Cheques for signing and approval and to authorise payment of outstanding invoices.

The following cheques were approved and signed by Cllr. A Dawson and Cllr F. Lewis

Resolved 18/04/10.02

Chq No.	Payee	Detail	Amount
680	Paragon	Internet Hosting	£17.99
681	SALC	Payroll Service	£54.00
682	SCC	Lightning maintenance and energy	£3,435.38
683	Mrs J Coe	Clerk Salary	£115.20
684	HMRC	PAYE and NI	£145.20
685	Cllr P Boura	Expenses	£56.47
686	Mrs J Coe	Expenses	£98.42
687	SALC	Clerk course	£26.40
688	K & M Lighting	Lightning maintenance	£15.98

18/04/11. Councillors' reports and items for future agendas

1 External meetings that Councillors may wish to report upon

Cllr. P Boura, Cllr. R. Lewis and Cllr. S. Mullender would like to attend LCPAS Understanding Planning Training Unit 2 which has been scheduled for Thursday 28th June 2018 at 7pm, in the Village Hall, Tuddenham. The clerk is to book places. (JC)

2 Councillors Reports

Cllr. P Boura to obtain three quotes for a set of five-sided goals for the playing fields. It was agreed BMPC would purchase the goals before the summer and ask the Burrell Trust for funding towards the cost at their next meeting in September 2018. (PB)

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3 Items for future agendas

- Football goals
- GDPR update
- Affordable Housing Update
- Fiveways Farm Update
- SID Rota update

18/04/12. Other matters

Suggestion to rearrange June meeting from Tuesday 5th June 2018 to Tuesday 29th May 2018

This was agreed.

The meeting was closed at 9.25