

# Barton Mills Parish Council

Clerk: Mrs Judi Coe [clerk@bartonmills.net](mailto:clerk@bartonmills.net) 07724 737841

Chairman: Mr A. Harji 01638 510251

## Minutes of the Meeting of Barton Mills Parish Council

held in the Village Hall on Tuesday 30<sup>th</sup> July 2019 at 7:30pm

Present: Cllr. N. Horne, Cllr. C. Miller, Cllr. G. Flack, Cllr. S. Mullender, Cllr. K. Fuller, Cllr. M. Colsey, Cllr. R. Lewis

Also present: Clerk, Judi Coe, 4 members of the public and a representative from the S.A.F.E (Safety at Fiveways Essential) Facebook Group

In the absence of the Chairman, Cllr. N. Horne welcomed everyone to the meeting and took Chair

Cllr N Horne offered the members of public in attendance to speak as part of the public forum, the offer was declined.

### 19/08/01 Apologies for Absence

Cllr A. Harji and Cllr. P. Boura

### 19/08/02 Declarations of Members Interests

Cllr. R. Lewis item 9.2 approval of cheques

### It was agreed to bring forward item 8.09 Facebook petition for Flyover at Fiveways

### 19/08/03 Minutes

The minutes of the Parish Council Meetings dated 2<sup>nd</sup> July 2019 were proposed as a true record of the meeting, all were in favour.

### 19/08/04 Police Matters

None

### 19/08/05 Planning and Environment

#### General & For Consideration:

None

#### Tree Applications (for information only):

None

#### Awaiting Forest Heath decisions and pending appeals:

DC/18/1567/FUL – planning app. For two dwellings on AWA Site, Church Meadow, Barton Mills, IP28 6AR – *pending at 23<sup>rd</sup> July 2019*

DC/19/1115/LB – appl. For Listed Buildings consent, replacement of existing storm proof timber and Crittall windows to the rear elevation at Nook Cottage, 76 The Street, Barton Mills, IP28 6AA – *pending at 23<sup>rd</sup> July 2019*

#### Decided/approved (for information only)

DC/18/2191/FUL – planning app. For 1 self-contained two bed unit at 35 The Street, Barton Mills, IP28 6AA - *withdrawn*

The clerk reported since publishing this agenda two tree applications had been received:

- DC/19/1542/TCA which proposes to fell a Scots Pine at South View, Newmarket Road. Cllr P. Boura has suggested that we make comment, that if permission is given for the tree to be felled, then the owner should be requested to replace it with another suitable tree. The clerk stated this comment couldn't be made unless the Parish Council hold a public meeting to agree comments and an agenda is published prior to the meeting. It was agreed that the clerk would request an extension to the consultation period, currently 16<sup>th</sup> August, so we can publish this application on the September agenda and make comment at next the meeting. (JC)

-DC/19/1549/TCA which proposes reducing crown and a crown lift on two trees at 25 The Street Barton Mills. The clerk reported if comments are to be made then the Parish Council again will need to request extension to the consultation expiry date. It was agreed not to make comment.

Following an email from West Suffolk District Council, Cllr. R. Lewis reported that he had researched the history of the new access point at the car boot field in the village and could see this has not been an access point for at least the last 30years. It was agreed that the clerk would go back to West Suffolk District Council

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and report that the Parish Council are not aware of any historical access point at the place of the new access point and if the owners believed this was to be correct, then they would need to prove this or if not apply for permission in the usual manner.

Cllr R. Lewis reported a resident on The Street had to carry out emergency tree works for safety measures.

### 19/08/06 Clerk's Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The clerk reported she was on holiday from Wednesday afternoon (31<sup>st</sup> July) until Tuesday 20<sup>th</sup> August, although she would draft the meetings minutes and act on any urgent matters before leaving for her holiday. Cllr. A. Harji had agreed to be the urgent contact whilst the clerk was away however Cllr A. Harji is also on holiday until 6<sup>th</sup> August and has suggested an alternative contact person is appointed during the overlap period of the clerk and chairman being on holiday.

Cllr. N Horne offered to be the emergency contact between 31<sup>st</sup> July and 6<sup>th</sup> August.

### 19/08/07 Correspondence

The clerk reported that the following correspondence had been received:

- Email from Cllr. P. Boura stating her resignation on the Parish Council as of 31<sup>st</sup> July due to selling her home and relocating.

The clerk reported she has informed West Suffolk District Council and the Notice of Vacancy has been received and published on the notice boards and website. The notice states, if by the 16 August, 2019 (14 days excluding Dies Non, after the date of the notice) a request for an election to fill said vacancy is made in writing to the Returning Officer at the address below by TEN electors for the said Parish, an election will be held to fill the said vacancy, otherwise the vacancy will be filled by co-option.

It was agreed to seek to co opt at the meeting in October and Cllr. C. Miller to look into getting an advert into the Barton Miller newsletter in September. (CM)

- An email had been received on behalf of the Scope charity who are looking for new location for their textile recycling banks and whether we had any suitable locations for the public to donate their old clothes.

It was agreed that depending on the size of the bank, it could possibly be located by the existing recycling bins. The clerk would obtain dimensions of the bank prior to the next meeting. (JC)

- An email from a resident regarding the speed of vehicles on Church Lane Close and requesting a road sign to be placed on the street requesting vehicles to slow down.

The clerk followed on stating that Suffolk County Council have informed her that signs of this type cannot be installed by the Parish Council, however the Parish Council could apply for a license to install a sign on the Highway and if a license was issued the sign must not look like an official Highways sign.

It was agreed the clerk would look into the process and costs involved in regards to applying for a license. (JC)

- The clerk reported she has informed Suffolk County Council of a dead tree and a dying tree at the entrance of Church Meadows as requested by Cllr P. Boura via email.

- An email had been received today from a resident, who last year requested that a bench is installed by the river, asking if we would possibly follow this up and also that a light on the A11, opposite the top of Tuddenham Road has not been working for over 6 weeks and although she has reported this to two different departments at Suffolk County Council this has not been fixed and she would like the Parish Councils help with this matter.

The clerk reported she has sent a follow up email to whom she had dealt with earlier in the year regarding installing a bench and asked whether this is something they could now help us with if time allowed.

The clerk reported that Cllr. P. Boura has confirmed this light is maintained by Suffolk County Council and suggests the resident reports this again using the online reporting tool. (JC)

- Cllr. C. Miller reported of concerns of litter on the playing field from residents via Facebook.

It was agreed additional bins were not needed however; the clerk would enquire how frequently the current bins are being emptied as it was reported some of the bins are often very full. (JC)

- Cllr. C. Miller reported that some residents' noticed divots on the playing field suggesting someone had either been playing golf or been metal detecting. Cllr N Horne offered to look at the divots and repair if required and maybe it could be stated in the Barton Miller, that activities of this kind are not permitted on the playing field. (NH)

### 19/08/08 Parish Matters

#### 19/08/08.01 Update on exception site scheme for affordable homes

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It was reported that at the last meeting Isobel from Hastoe Homes was due to meet with Suffolk County Council in regards to the land on Church Lane. Isobel has now met with Suffolk County Council and they have stated they definitely at this point in time will not be letting a small piece go to Hastoe for an exceptions site. They wish to scale down their initial plans but would still like to see maybe a 50:50 split of affordable homes and their own, likely self build plots.

The clerk reported she asked whether these would then be general social housing or affordable? At the time it is unclear as this would be dependent on planners, so even if Parish Council did support this, may not go ahead as planners may not support.

Suffolk County Council are to inform Isobel more details of their intentions but at date has no further information.

The options available to the Parish Council were discussed and the concern of how long funding was available.

Cllr. R. Lewis suggested another site on Newmarket Road which was never included in the original site map may be a potential site for the exception site.

To help move forward at the next meeting it was agreed the clerk would send a letter drafted by Cllr. R. Lewis to Suffolk County Council adding the urgency for a response, contact Isobel and put forward new site and if she felt this met the criteria of an exception site then to put to planners as soon as possible, and request a plan of the final site the Church Lane landowners are offering. (JC)

## 19/08/08.02 Maintenance of Assets

### a) Lighting

The following report from Cllr. P. Boura was read:

I have chased up Pearce and Kemp over the light in Bell Lane which needs to be moved. After the last meeting I informed K&M that we wanted the floodlights over the field to go out at midnight.

### b) Other

The following report from Cllr. P. Boura was read:

My husband and I have installed the new top on the roundabout and replaced the bearings on the swings.

Whilst we were doing this work, West Suffolk District Council visited the park to carry out the monthly inspection of the play equipment. The inspector seemed very pleasant and he confirmed that Peter Cumber had adequately sanded the bottom of the slide but suggested that this should be painted. Perhaps we should ask Peter Cumber to do this too? However, I am not sure about suitable paint. Perhaps Cllr. A. Harji could check whether the yellow paint that we have for the swings is also suitable for wood.

Peter Cumber has done some of the work at the field but not yet the seats. He has a new phone number.

The picnic table nearest the play equipment needs re-securing to its base. I suggest asking Peter to do this.

I have passed on to Cllr. N. Horne, most of the materials required to repair one seat near the play area. Cllr. N. Horne and I met at the field to discuss the possibility of fully fencing the play area. To do so would be very expensive and have a detrimental effect on the field as a whole.

Cllr N. Horne followed on from this reporting that he would look at securing the picnic table and painting of the slide, and that to fully fence the play equipment would be very costly as an additional two gates would be required and it would intrude into the playing field therefore spoiling the field as a whole.

Cllr. N. Horne also reported that he intends to fix a missing slat on a bench, on the field, however, he feels this may not be possible and would therefore get quotes to replace the bench if this was not repairable. (NH)

## 19/08/08.03 Agree substation head of terms and appoint solicitor

Cllr. C. Miller reported that she had accepted legal help from a resident in the village who had offered their expertise, and it was agreed by all to appoint Bendalls as the solicitor at a cost of £750 plus VAT, plus £20 land registry costs of which the £750 plus VAT would be covered by UK Power Networks. (JC/CC)

It was agreed the Parish Council should be cautious in regards to selling the access point to the substation if this was included in the plans as this may prevent other access options if required, in the future.

## 19/08/08.04 Agree quote to re distribute village hall car park shingle

It was reported the following quotes had been received:

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- Hayward Building, to remove existing stone and lay 50 tonnes - £3,568
- Hayward Building, to spread existing load and add 13 tonnes to top up - £1,157
- RH Landscapes, 40 tonnes of additional gravel and work - £1812
- RH Landscapes, re distribute existing gravel - £204 (although they do not recommend this)

It was agreed that the clerk would obtain an additional quote from RH Landscapes matching that of Hayward Building for 13tonne of additional gravel. (JC)

It was agreed that once the price is known and agreed the clerk can ask the Burrell Trust if they can help fund this cost.

### **19/08/08.05 Agree allotment lease contracts**

The clerk reported the head of terms between SCC and BMPC was agreed at the last meeting and have since been sent to Suffolk County Council, however, the lease between BMPC and the allotments still needs to be amended. A hard copy of the lease agreement has been found but no computer copy, the clerk continued to report that she has asked The Allotment Society if they have a template that could be used.

It was agreed the clerk would retype these when time allowed as there is no urgency as the current lease agreement does not expire until March 2020. (JC)

### **19/08/08.06 Agree and confirm clearings of footpaths in the Parish**

The clerk reported that Sarah had cleared the problem areas along the footpath between Mildenhall Road and the bridge at the Jubilee field, cleared the path along Newmarket Road, and Worlington Road and she will carry out works to clear the footpath between The Street and Newmarket Road as part of Augusts work.

The clerk further reported, as requested by Cllr. A. Harji she has asked Sarah if she could quote how many hours work it would take to clear the path between Grange Lane and Church Lane.

The clerk reported that RH Landscapes had cut back vegetation along the path between Station Road and Worlington Road and the pathway at Cherry Hill both sides of the A11 as agreed at the last meeting.

RH Landscapes have also offered to carry out the work on these footpaths 4-6 times annually at a cost of £150 plus VAT per visit.

RH Landscapes have also offered to quote for spraying weed killer along problem footpaths in the parish to keep growing of vegetation to a minimum.

Cllr. K. Fuller reminded the Parish Council that they must be mindful of spending, as the Parish Council could be financially stretched and therefore they should possibly only maintain the footpaths that are deemed necessary.

It was agreed at the next meeting for the clerk to provide each member a map of the footpaths which are cut by the local authorities and provide quotes for work required on each footpath to enable the Parish Council to come up with a plan for each footpath including options to cut and spray with weed killer and to deem which footpaths are considered the most important to maintain. (JC)

Cllr S. Mullender reported that Countryside path can be reported to the Ramblers Association who then attempt to get these maintained by the relevant authority.

### **19/08/08.07 Agree quotes for tree work behind the Village Hall**

The clerk reported that Cllr A. Amin had received correspondence regarding concerns of a resident in Lamb Court, whose car park space fronts onto Grange Lane. There is a tree which has grown through the rear fence at the village hall and the tree overhangs onto the resident's car parking space, it is noted that this has been trimmed but concerns still remain that the tree will damage any vehicle parked here due to the tree. Cllr A. Harji informed the Village Hall committee of this problem and asked the clerk to obtain quotes to have this tree trimmed to its base and a nearby Privet trimmed and tidied:

To date three quotes have been received:

- SP Landscapes - £100 plus VAT
- RH Landscapes - £155 plus VAT
- DM Tree and Landscape Contractors - £365 plus VAT

The clerk reported that Cllr. A Harji has since stated that a member of the Village Hall Committee is looking to trim the offending tree and talk to the resident in Lambs Courts.

### **19/08/08.08 Sunnica Solar Farm**

It was reported that the Action Group of representatives from Parish Councils affected by the proposal, were now objecting the Sunnica proposal. It was agreed Barton Mills Parish Council would not join this group.

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## 19/08/08.09 Facebook petition for a flyover at Fiveways

Cllr. N. Home welcomed and introduced the representative from the S.A.F.E Facebook Group who had been invited to the meeting to discuss the Parish Council's recent meeting with Highways England and how to move forward.

The representative reported the following:

I am amazed that the Parish Council have been able to have a meeting with representatives from Suffolk County Council and Highways England bearing in mind our group have been waiting for over a year, for a full group meeting at West Suffolk District Council offices to discuss Fiveways roundabout issues and application for a bypass. The full meetings include representatives from all local authorities, including County, District and Parish Councils, Suffolk County Highways Department, Highways England and Matthew Hancock.

I spoke with Sarah Noonan, Principle Growth Officer in Economic Development at Suffolk County Council, my usual contact, on Thursday and she was unaware of your previous meeting as well.

Cllr. N. Home read out a report received from Highways following a request for an update since the meeting held with Suffolk County Council and Highways:

Our engineers carried out the revalidation works on the 23 and 24 of June. Revalidation is the changing of the traffic light timings to take full advantage of the road's capacity for traffic volumes. Our initial observations have noted an improvement, with a reduction of queues on the A11 and an improvement of traffic flow through the junction. Queue lengths on the A1101 and the A1065 have also improved.

We now have to monitor how the roundabout will accommodate the various seasonal traffic flow fluctuations for a reasonable period of about 3 to 4 months. At the end of the monitoring period, around October time, we shall review the data gathered and decide if further improvements are deemed necessary. In the meantime, feedback from the Barton Mills Parish Council would be extremely helpful. If you have noted a significant difference positive or negative, I would be grateful if you can feed it back to us so that we can consider it during our review.

As regards a bypass at Fiveways I am still unable to comment regarding any proposals. Any schemes being put forward for the next Road Investment Strategy period will be announced at the end of this year. As soon as we have any further information, I can share I will let you know.

The representative from S.A.F.E continued to report the lack of communication and knowledge from representatives at Highways England, and her dissatisfaction that a full meeting has not been held as promised by Highways England. It was agreed she would include the clerk in future correspondence when attempting to arrange these meetings so that the Parish council may be able to help and take an active role. She also reported that Highways England fail to listen to opinions of the local community and local authorities, this was evident from a previous meeting when all in attendance stated they did not feel that traffic lights on the roundabout were required, however Highways England did not listen and installed lights on the roundabout (inner) and these continue to be viewed as not necessary..

She continued to report that she still hoped that the works could begin as soon as 2020 if the work is formally agreed through RIS2, in which we are in the top 10 for funding but unfortunately we could be over taken at any time.

Members of the Parish Council asked the representative if we could possibly have a small statement stating what the current position is and the plans going forward. It was agreed information discovered by either the Parish Council or the SAFE group should be shared between each other and we would work together.

## 19/08/09 Finance & Policies

### 19/08/09.03 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts.

The clerk reported at 10<sup>th</sup> July, £7,836.67 was held in the current account and £25,003.98 in the deposit account.

### 19/08/09.02 Cheques for signing and approval and to authorise payment of outstanding invoices.

The following cheques were approved for payment:

<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>	
30-Jul	J Coe	Salary and Overtime	326.61	0.00	326.61	Chq 1671
30-Jul	J Coe	Expenses	31.72	0.00	31.72	Chq 1672
		Clear footpaths (Cherry Hill/Station Rd)				
07-Jul	RH Landscapes		250.00	50.00	300.00	Chq 1673
02-Jul	RH Landscapes	Car park spray weeds	40.00	8.00	48.00	Chq 1674
30-Jun	Village Hall	Use of hall	94.50	0.00	94.50	Chq 1675

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12-Jul	Pearce & Kemp	New Street Light columns	1,990.49	398.00	2,388.49	Chq 1676
17-Jul	S. Limmer	Footpath and gardening	150.00	0.00	150.00	Chq 1677
26-Jul	RH Landscapes	Hedge cutting car park	100.00	20.00	120.00	Chq 1678
25-Jul	R Lewis	Barton Miller printing	26.16	0.00	26.16	Chq 1679
			<b>3,009.48</b>	<b>476.00</b>	<b>3,485.48</b>	

It was also agreed to pay the clerk 4 hours overtime to be included within her August salary and that the clerk should order 4000 dog waste bags at a cost of £77.16 once she confirmed these were still required with the volunteer to tops up the dispenser. (JC)

## 19/08/09.03 Agree and sign change of bank signatories

It was agreed that the completed mandate to add Cllr. C. Miller and Cllr. M. Colsey as signatories on the Parish Council bank accounts was to be signed and submitted to Lloyds Bank. (JC)

## 10. Parish Councillors reports (for information only)

The following report from Cllr. P. Boura was read out:

I recently spoke to a family using the play area who also had dogs running free there.

I would be happy to help with any queries that may arise, whether by phone or by email.

Cllr C. Miller reported that she is now in possession of the notice board keys, and will remove any dated information and put up a list of Parish Councillors including contact details. Cllr C. Miller also stated she would like to publish in the Barton Miller that the notice board can be used to advertise local events.

Cllr C. Miller reported a resident of Burrell Crescent has been informed by Suffolk County Council that the road is to be adopted.

Cllr C. Miller reported that she, Cllr. M. Colsey and Cllr. N. Horne have begun their councillor training at Red Lodge and have found this to be very informative.

Cllr N. Horne followed this requesting whether the Parish Council would agree to him attending Chairman training as Vice Chairman if he felt that the current councillor training was not adequate. All agreed.

## 11. Items for future agendas

No additional new items at present

**The meeting closed at 9:25pm**

Next meeting: Tuesday 3<sup>rd</sup> September 2019



J. Coe Clerk