

# Barton Mills Parish Council

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

Chairman: Mr N. Horne 07590 672963

## Minutes of the Parish Council Meeting of Barton Mills

held on Tuesday 5<sup>th</sup> April 2022 at 7:30pm in Barton Mills Village Hall

Present: Chairman - Cllr N Horne, Cllr K Fuller, Cllr C Miller, Cllr M Colsey, Cllr T Newman, Cllr R Lewis, Cllr S Mullender, the clerk Judi Coe, and three members of the public.

The Chairman Cllr N Horne welcomed everyone to the meeting

### 22/04/01 Accept and receive apologies for absence

Apologies were received and accepted from Cllr A Potts and Cllr A Harji

### 22/04/02 Declarations of members interests

Cllr R Lewis – item 10.2

Cllr T Newman – item 9.1

### 22/04/03 Minutes

The minutes of the Parish Council Meeting dated 1<sup>st</sup> March 2022 were proposed and agreed as a true record of the meeting held.

### 22/04/04 Police reports

None

### 22/04/05 County and District Councillors report

Apologies were received from Cllr L Stanbury and Cllr B Harvey.

### 22/04/06 Planning and Environment

#### General & For Consideration:

DC/22/0319/HH – single storey rear extension at 36A The Street, Barton Mills, IP28 6AA

It was proposed and agreed, to support this application.

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

None

#### Applications awaiting West Suffolk decision and pending appeals:

DC/22/0183/HH – part garage conversion to habitable room and modifications to existing doors and windows and detached greenhouse at Lord Mayors Cottage, 53 The Street, Barton Mills, IP28 6AA (*pending at 24.3.22*)

DC/22/0184/LB – part garage conversion to habitable room and modifications to existing doors and windows and detached greenhouse at Lord Mayors Cottage, 53 The Street, Barton Mills, IP28 6AA (*pending at 24.3.22*)

DC/22/0222/ADV – one internally illuminated totem sign at Barton Mills Service Station, IP28 6AE (*pending at 24.3.22*)

DC/21/2368/HH – two storey side extension including first floor extension above existing garage at 3 Cricket View, Barton Mills, IP28 7FA (*pending at 24.3.22*)

DC/22/0021/HH – a. two storey front extension; b. two storey side extension; c. one and half storey side and rear extensions; (following demolition of existing side extension and garage) d. first floor balcony to the side elevation; e. two bay cart lodge with first floor room at The Croft Mildenhall Road Barton Mills IP28 6BD (*pending at 24.3.22*)

DC/21/2285/FUL – 15 dwellings with associated landscaping, highways and engineering works at land used for car boot sale, Newmarket Road, Barton Mills (*pending at 24.3.22*)

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

DC/22/0052/HH – part two storey side extension at 3 Cricket View, Barton Mills, IP28 7FA (*withdrawn 21.3.22*)

### 22/04/07 Neighbourhood Plan

The designated area has been submitted to West Suffolk Council. The clerk to ask for an update.

### 22/04/08 Clerk's Report, Matters Arising from the Minutes of the Last Meeting and Correspondence

-Suffolk County Council responded to a query reported several months ago in regard to the railings at the pond on Old Mill Lane. SCC have inspected these and confirmed they are reasonably strong to prevent a pedestrian falling and although they are scruffy and dented, financial restraints prevent SCC taking on decorative work.

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It was agreed to request Suffolk County Councils permission to repaint these at the cost of the Parish Council, then obtain quotes.

-A resident contacted the Parish Council about a row of trees between Sapphire Gardens and Kynamco. The resident would like to know who owns these as they would like to request that they are trimmed and would like to know who to contact in the event of a fallen tree.

It was agreed to contact the land owner and confirm whether the conifers belong to them, and if so ask if they intend to cut back the conifers.

-An email from the vicar has been received asking for the Parish Councils permission to hold an open-air service on the playing fields on Sunday 5<sup>th</sup> June at 10:30pm.

It was agreed to allow permission to use the playing field for the service but the organiser (the two churches) should be inviting any guests themselves.

-A member of the public has asked if the Parish Council will consider a Spring Clean Day in the village.

This has not been held in the past two years due to COVID-19 and West Suffolk Council not lending out litter picking sets to groups, only individuals.

West Suffolk Council have now confirmed they will now lend out litter picker sets and black sacks but not hoops or high-viz jackets.

BBC Radio Suffolk are organising a Clean for the Queen on the Bank Holiday weekend of Friday 29<sup>th</sup> April to Monday 2<sup>nd</sup> May.

It was agreed to hold a Clean for the Queen weekend on the weekend of 7<sup>th</sup> and 8<sup>th</sup> May, if equipment was available.

-West Suffolk Council have contacted the Parish Council in regards to the street naming and numbering application for a new street name off Church Road, Barton Mills. The development comprises of 4 new dwellings.

The developer has requested the following street name: St Marys View.

The Parish Council agreed to not object to the name but would prefer St Marys Court, as the church cannot be viewed from the street.

-A resident voiced his concerns regarding Fiveways and the need for a bypass, also the need for a reduced speed-limit on Newmarket Road and has suggested a mini-roundabout is installed at the Bull Inn junction.

It was noted that National Highways are looking into Fiveways as part of the RIS3.

## 22/04/09 Parish Matters

### 1. Update on exception site at Newmarket Road

The Lead Local Flood Authority have confirmed they are happy and recommend approval, Highways still have not confirmed.

The planners require a more organic design, and therefore Havebury's architecture is re-designing.

### 2. Maintenance of Assets

#### - Lighting

The clerk to get an update on unit 63, The Street.

#### - Play park

A picnic bench has been vandalised. Replacement benches vary in cost depending on supplier, material and design.

To claim on the Parish Council's insurance this would need to be reported to the police to obtain a crime number and it would require an excess payment of £250 but this would cover installation and supply.

It was agreed to replace the bench, not via the insurance, and an amount of up to £400 was agreed for the cost of the bench.

Eastern Play Services have provided a quote for £350 for a new board and bolts on the activity trail in the park.

It was proposed and agreed to accept this quote.

Cllr K Fuller asked if the basketball net was to be replaced and reported that there has been an issue with smashed glass by the basketball court.

### 3. SID incl rota

The rota is agreed until the end of May

### 4. Highways issues

£200 has been received from West Suffolk Council towards the cost of the speed counts.

Suffolk County Council would not release the funds until 6-8 weeks prior to needing the money, the clerk has emailed requesting the funds now.

It was noted that traffic counts have been placed on the Chalk Hill slip road and the Bull Inn junction, the clerk to ask Suffolk Highways who and why have these been installed.

### 5. The Queens Platinum Jubilee Weekend

Cllr K Fuller confirmed:

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Thursday night – Royal Quiz

Friday and Saturday - Scarecrows, with an optional program costing £3

Saturday morning - Under 10s football tournament

Saturday afternoon – Street entertainer, street party/picnic

Saturday afternoon – looking into a small classic car show

The event should be self-funding, with £375 from Cllr B Harvey's locality budget for the 2021/22 year, with more to be requested from the 2022/23 locality budget if required.

The 100Club has also offered financial support depending on what it is to be used for.

The next Platinum Jubilee Community Group will hold the next meeting on Wednesday 13<sup>th</sup> April at 7:30pm in the Church Rooms, and everyone is welcome.

The members of the council involved in organising the weekend were thanked.

## 6. Use of playing field

The Chairman of BMFC has been emailed twice following the March meeting, requesting to know what teams are using the field but no response has been received.

It was agreed to write a letter to BMFC requesting to know this information again and schedule a meeting.

Cllr R Lewis also confirmed he would speak with MTFC to ask that if they require use of the field then they need to approach the Parish Council for permission prior to using the field.

## 7. Annual Parish Meeting

The Annual Parish Meeting must be held between 1<sup>st</sup> March and 1 June, which is led by the Parish Council Chairman.

It was agreed to hold the meeting at 7:00pm prior to the Annual General Meeting of the Parish Council on Tuesday 3<sup>rd</sup> May 2022.

## 8. Parish Council records

The following documents must be held for specific periods:

Minutes – indefinitely

AGAR/Accounts – indefinitely

Accounting records - 6 years

Deeds etc – indefinitely

If the Parish Council want to store accounting records with Suffolk Records Office, then there will be a charge of £6 per (15" x 10" x 4½") box per year.

It was agreed to store at Suffolk Records office minutes, deeds, accounts that they would hold for no charge.

To keep 6years of accounting records between the clerk and chairman.

To look at what other records are held and any records of historically interest to be scanned and stored digitally.

## **22/04/10 Finance & Policies**

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

The clerk reported that at date £20,858 is held in the current account and £868 in the current account.

### 2. Approve and authorise payment of invoices

The following invoices were approved for payment:

<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
31-Mar	J Coe	Salary	269.28	0.00	269.28
31-Mar	HMRC	Clerk PAYE and NI	201.80	0.00	201.80
31-Mar	J Coe	Clerk expenses	61.32	6.98	68.30
31-Mar	R Lewis	Barton Miller printing	26.16	0.00	26.16
07-Feb	Pearce and Kemp	Unit 65	1,077.29	215.46	1,292.75
23-Mar	Pearce and Kemp	Unit 65	253.61	50.72	304.33
01-Mar	SALC	Payroll service	45.00	9.00	54.00
01-Mar	K & M Lighting	Maintenance (shortfall last mth)	0.67	0.14	0.81
21-Mar	SCC	Street Light maintenance and energy	3,210.87	642.17	3,853.04
04-Apr	Go Awesome	Deposit for street entertainer (Queens Jubilee)	50.00	0.00	50.00
01-Apr	SALC	Membership	378.81	0.00	378.81
01-Apr	West Suffolk Council	Emptying of dog bins	55.46	0.00	55.46
01-Apr	West Suffolk Council	Emptying of litter bins	166.40	0.00	166.40
21-Apr	SCC	Allotment rent (6mths)	65.00	0.00	65.00
31-Mar	RH Landscapes	March grass cutting	100.00	20.00	120.00
			<b>5,961.67</b>	<b>944.47</b>	<b>6,906.14</b>

### Payments to be made by clerk and repaid via expenses

23.4.22	Tso Host	Hosting			<b>17.99</b>
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## 22/04/11 Parish Councillors reports (for information only)

- Cllr K Fuller reported a tree has fallen and landed on the public right of way between Station Road and Worlington Road. Cllr K Fuller to take a photograph for the clerk to report to SCC.
- Cllr R Lewis reported on the article in the Bury Free Press which detailed a line of trees in Newmarket Road were on fire. The clerk had asked the publisher for information on this but has not had a reply.
- Cllr T Newman reported on the state of Mildenhall Road. The clerk conformed she had written to land owners asking for vegetation which is encroaching the road to be trimmed back.
- Cllr C Miller asked whether new magnets could be purchased for the notice boards. This was agreed and either the clerk or Cllr C Miller would purchase, then reclaim the expense via a claim.
- Cllr K Fuller reported that one of the posts in the peace garden needs realigning.

## 22/04/12 Barton Miller

Queens Jubilee  
Annual Parish Meeting  
Clean for the Queen weekend

## 22/04/12 Items for future agendas

Clean for the Queen Weekend

The date of the next meeting was confirmed as Tuesday 3<sup>rd</sup> May 2022 which would be the Annual General Meeting.

The meeting closed at 8:51pm



J. Coe Clerk