

# 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> October 2021 at 7:30pm in Barton Mills Village Hall

**Present:** Chairman - Cllr N Horne, Cllr M Colsey, Cllr K Fuller, Cllr R Lewis, Cllr S Mullender, Cllr C Miller, Cllr T Newman, the clerk Judi Coe, James Brokenshire-Dyke from the Environment Agency, Paul Bonnett from Havebury Homes and 45 members of the public.

The Chairman Cllr N Horne welcomed everyone to the meeting.

### **Public Forum:**

No members wished to speak.

### **21/10/01 Accept and receive apologies for absence**

Apologies were received and accepted from Cllr A Harji, Cllr A Potts, County Cllr L Stanbury and District Cllr B Harvey.

### **21/10/02 Declarations of members interests**

Cllr R Lewis declared a private interest in agenda item 4, presentation on proposed changes to the River Lark, item 10.2, street lighting (unit 63) and item 11.2 approve and authorise payment of invoices.

Cllr S Mullender declared a private interest in agenda item 4, presentation on proposed changes to the River Lark.

### **21/10/03 Minutes**

The minutes of the Parish Council Meeting dated 7<sup>th</sup> September 2021 were proposed and agreed to be a true record of the meeting held.

### **21/10/04 Presentation on proposed changes to the River Lark**

The proposed changes were presented by James Dyke from the Environment Agency. James reported that changes to the River Lark especially next to the Jubilee fields and the Nora-Hanbury-Kelk Meadows, are required, as the river sits higher than the surrounding land and the banks were poorly constructed causing the banks to leak, resulting in flooding. This is costing the Environment Agency lots of money so a long-term solution is required. The proposed changes will be partly funded by the Environment Agency and The National Lottery Heritage Fund.

The proposed changes will see the water level at the gas pools dropped gradually over a couple of years, by 1.5 meters with a gradual gradient to a riffle at the rear of Church Meadows. This would mean that the river would remain largely unchanged from the riffle to the A11. The lowering of the water level between the riffle and the gas pool will result in a narrower and faster flowing river. Along this stretch other alterations will be also be carried out to improve the natural element of the river including a fish pass and adjustments to the flow around the island to the rear of the Riverside Hotel. The water level from the gas pool to Worlington will be unchanged.

James reported that they are to appoint a landscape architect to produce a master plan with visual designs for what the river will look like and these should be available by the end of 2021. Following this a public consultation will be carried out allowing all interest parties and stakeholders to comment on the proposals.

James answered questions posed to him by members of the council and the public, and he confirmed more information can be found at the website [www.brecks.org.bfer](http://www.brecks.org.bfer).

### **21/10/05 Police reports**

None

### **21/10/06 County and District Councillors report**

Cllr L Stanbury and Cllr B Harvey had sent their apologies, however they did send a report via email.

### **21/10/07 Planning and Environment**

#### **General & For Consideration:**

None

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

None

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

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DC/21/1170/HH -two storey side extension (following demolition of existing outbuilding) at 50 Church Lane, Barton Mills, Suffolk, IP28 6AY – *approved following the agenda being published on 29.9.21*

DC/21/0855/HH – a) conversion of existing garage including additional roof dormer, b) conversion of existing conservatory and first floor extension above to form annexe at The Gables, 15 Bell Lane, Barton Mills, IP28 6AJ. - *pending at 2.10.21*

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

None

The clerk noted an application was received after the agenda was published DC/21/1722/FUL installation of substation and fenced enclosure and forecourt canopy at Barton Mills Service Station, Fiveways. The consultation period ends on the 22<sup>nd</sup> October, an extension to this deadline of 3<sup>rd</sup> November has been requested and approved.

## **21/10/08 Neighbourhood Plan**

The item was deferred to the November meeting.

## **21/10/09 Clerk's Report, Matters Arising from the Minutes of the Last Meeting and Correspondence**

The clerk reported on the following:

- It was reported that a hedge from a property on The Street was encroaching onto the footpath. It was agreed to write to the resident asking for this to be cut back.
- An email was received from a concerned resident in regards to the people vomiting on the pavements after using the pubs in the village. The members discussed this and agreed that unfortunately they can do very little about this and cannot enforce people to clear up after themselves, however the Parish Council will continue to monitor the situation.
- An email was received from a resident in regard to people letting their dogs in and around the play park equipment, as the only sign stating that dogs are not allowed in the play park is on the Football Club. Cllr N Horne confirmed he had some additional signs and would look to installing these in a more appropriate place. (NH)
- It was reported that the footpath from Mildenhall Road to the bridge at the Jubilee fields was very overgrown. The footpath is cut twice a year by SCC. This can be cut more often by the Parish council, and RH Landscapes have quoted £140 net to cut this footpath on an ad hoc basis. It was confirmed the footpath had been cut in very recently.
- A resident contacted the Parish Council on various matters; congratulating the Parish Council on the amount of users of all ages, using the park and playing field; the need for some maintenance work on some of the benches on the playing field; the need for the overgrown vegetation between Olive Court and Wiggin Close to be cut; the need for the nettles on the footpath on Newmarket Road (west of Southdown bungalow) to be cut back; the need for the village information boards to be cleaned, which the resident is willing to do at no charge, if permission is granted. It was agreed to grant the resident permission to clean the information boards and to contact land owners on Newmarket Road to request that any hedges/bushes etc that encroaches onto the footpath is cut back. (JC) Cllr T Newman agreed to look at the path between Olive Court and Wiggin Close to determine what action is required. (TN)

## **21/10/10 Parish Matters**

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

Paul Bonnett from Havebury Homes reported the contract for the land had now been signed and the exchange should take place by the end of the week, and following this the plans can be submitted to West Suffolk District Council and the Parish Council and members of the public will be able to comment on the proposed plans as they would with any other application during the consultation period.

### 2. Maintenance of Assets

#### A - Lighting, including receiving updated quotes for new units

#### Unit 62 Dog and Partridge footpath, 75 Church Meadow and 91 End of Grange Lane

The quotes from K & M Lighting to replace units 62, 75 and 91 were accepted following the July meeting.

#### Unit 65 (G39) The Street o/s substation

The quote received from Pearce and Kemp was accepted following the September meeting.

#### Unit 68 (G39) The Street o/s White Lodge

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Pearce and Kemp originally quoted for a new Heritage Light and pole to be re-sited but not on private land, including UKPN price £1,903.10 net, but Pearce and Kemp have now confirmed the original pole can now be used.

K & M Lighting & UKPN – quoted £5,305.05net (K&M £1,417.05, UKPN £3,826) for a new Heritage Light and pole to be re-sited but not on private land

It was proposed and agreed to accept the quote from Pearce and Kemp for a new light on the original pole.

## Unit 63 (G39) The Street o/s Street Farm (41)

Pearce and Kemp – quoted £7,307.90 net for a Heritage Light and pole to be re-sited on the pavement on the opposite side of the road to existing light.

K & M Lighting & UKPN - quoted £8,343.05net (K&M £1,477.05, UKPN £6,866) for a new heritage pole and light right of the existing pole.

Following the review of the budget and the lighting renewals agreed at date only £4,949 is left in the budget to replace unit 63 and 186. If both lights were replaced then the total renewal costs would be £2,677 more than budgeted. The clerk has reviewed the budget and compared this to expenses to date and expected expenses to 31<sup>st</sup> March 2021.

There is money that is held in reserves. At date the PC hold about £13,800 in general reserves.

It was agreed that although replacing the light would be over budget there are adequate funds to replace this.

Position of the new light to be agreed in order for the quotes to be agreed at the next meeting. (JC/AH/MC)

## Unit 186, Station Road

A quote has been received from K & M Lighting in the sum of £320 to remove and reposition the bracket, supply and fit an LED lantern controlled by photo electric cell and a quote has been requested from Pearce and Kemp but has yet to be received.

To bring forward to the next meeting.

## B - Play park

It was reported that the basketball net and one of the 5 aside goal nets were in poor state.

Cllr N Horne reported that some benches were in poor condition and may require replacing in the near future.

## C - Litter bins

These are to be installed soon, following the Village Hall allowing the contractor to use the electric and water supply from the village hall.

## 3. SID Rota

The rota was agreed up until the end of November, prior to the meeting.

## 4. Update on works at the island outside Chestnut Close

Cllr N Horne confirmed work would begin as soon as a new oak post was received for the new village sign.

## 5. Memorial bench on playing field update

It was confirmed the bench has been ordered and it should be delivered soon.

## 6. Mallard's bridge update

SCC have confirmed that their contractor plans to start the works in w/c 11<sup>th</sup> October for a period of approx. 6 weeks and that a shut-down of the high voltage cables has been arranged with UKPN on 19<sup>th</sup> and 20<sup>th</sup> October to enable the trees to be felled.

## 7. Highways issues

Cllr N Horne is to meet with Cllr Stanbury and Highways officers on Monday 11<sup>th</sup> October to look at and discuss the Highways issues in the parish.

Highways require a list of issues in advance of the meeting, the following list of issues were agreed:

- Congestion on the A11 all around the 5-ways roundabout
- Traffic coming through the village because of the congestion
- The turning of the A11 at the bottom of chalk hill has no slip and is very dangerous due to the speed of traffic
- Speed limits between Worlington and Mildenhall needs reducing especially following the construction of the new houses along there
- The speed of traffic on the Mildenhall Rd going out of the village
- The Bulls signage
- is regarding speeding coming off the 5-ways / leading up to the 5-ways and turning into Barton mills crossing oncoming traffic
- Speed limit reduction on Newmarket Road
- Update on RIS2/3 for a bypass at Fiveways
- The sign at the top of Bell Lane has missing letters

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## 8. Arrangements for Remembrance Day

Remembrance Sunday is on Sunday 14<sup>th</sup> November, the ceremony will take place at the Peace Garden followed by a reception in the village hall.

It was agreed that: the clerk should book the village hall (JC); Cllr A Harji would arrange the purchase of two wreaths and the wine (AH); Cllr C Miller would purchase other refreshments (CM); Cllr T Newman and Cllr M Colsey would help Cllr Horne at the reception.

## 9. Request for funding from the Parish Council Alliance Sunnica Group for a Landscape Planner

A letter was received from The Sunnica Alliance Group asking for parishes that will be affected by the Sunnica proposal to contribute £3,000 or how much the parish feels appropriate, which would be used to fund the cost of a Landscape Planner

It was agreed that the Parish Council would not contribute £3,000 towards funding of a Landscape Planner.

## 21/10/11 Finance & Policies

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

The clerk reported that at date £1,937 was held in the current account and £39,657 in the deposit account

### 2. Approve and authorise payment of invoices

The following invoices were approved for payment:

Date	Payee	Details	Net	VAT	Gross
30-Sep	J Coe	Salary	269.28	0.00	269.28
30-Sep	J Coe	Clerk expenses	23.50	0.00	23.50
30-Sep	HMRC	Clerk PAYE and NI	201.80	0.00	201.80
30-Sep	R Lewis	Barton Miller printing	26.16	0.00	26.16
20-Sep	Community Heartbeat Trust	Annual phone rental	60.00	12.00	72.00
21-Sep	Community Heartbeat Trust	Annual Support	126.00	25.20	151.20
26-Sep	PKF Littlejohn	External Audit	200.00	40.00	240.00
30-Sep	Suffolk County Council	1/2-year land rent	65.00	0.00	65.00
05-Oct	RH Landscapes	Grass cutting	500.00	100.00	600.00
30-Sep	SALC	Payroll 6 months	45.00	9.00	54.00
			<b>1,516.74</b>	<b>186.20</b>	<b>1,702.94</b>

### 3. Receive external audit report of the Annual Governance and Accountability Return for the year to 31.3.21

Section 3 of the AGAR, External Auditor Report and Certificate for 2020/21 has now been returned from PKF Littlejohn. The report states:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

This has now been published on the website as well as the Notice of Conclusion of Audit, which states copies of the AGAR can be requested at no charge.

## 21/10/12 Parish Councillors reports (for information only)

It was reported that historically the Parish Council only allowed car boots to be held on the playing field on bank holiday Mondays. It was agreed that in 2022 a car boot could be held on any of the days of the Queens Platinum Jubilee weekend, and Cllr N Horne would attend the car boot meeting confirming this.

It was agreed that the clerk would look into how the nation and region are to celebrate the jubilee and to agree at the next meeting whether the Parish Council would hold an event.

It was reported that a resident contacted the Parish Council in regard to traffic cones as these are required to prevent traffic parking on the public roads when car boot and other public events were held. The Parish Council purchased cones in the past but some of these are missing or broken. It was agreed to obtain quotes and bring forward to the next meeting.

## 21/10/13 Barton Miller

Back page – Remembrance Sunday and River Lark proposals

Clerk page – dogs in park, thank you to volunteers

## 21/10/14 Items for future agendas

Neighbourhood Plan, Queens Platinum Jubilee, Substation update

The meeting closed at 9:20



J. Coe Clerk