

Barton Mills Parish Council

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

Chairman: Mr A. Harji 01638 510251

Minutes the Meeting of Barton Mills Parish Council

held in the Village Hall on Tuesday 4th December 2018 at 7:30pm

Present: Cllr A. Harji, Cllr. F. Lewis, Cllr K. Fuller, Cllr N. Horne, Cllr R. Lewis, Cllr S. Mulender, Cllr P. Boura.

Clerk Jadi Coe, District Cllr. B. Harvey and four members of the public

18/12/01 **Apologies**
Cllr G. Flack

18/12/02 **Declaration of members interest**
Cllr F. Lewis 10.8 and 11.2

18/12/03 **Minutes**
The minutes of the last Parish Council Meeting held on Tuesday 6th November 2018 were proposed as a true record by Cllr P. Boura and all councillors agreed, these were then signed by Chairman Cllr. A. Harji.

18/12/04 **Co-opt new councillor**
Three parishioners applied for the councillor vacancy and met with the councillors prior to the meeting to discuss reasons for wanting to join the Council and what they can bring to the council. Cllr A Harji thanked the candidates for attending.
Cllr. P Boura proposed that the Parish Council co-opt Claire Miller.
This was carried by a majority vote of six councillors. Claire Miller accepted the invitation to join the Barton Mills Parish Council.

18/12/05 **Police Matters**
The following Police Connect emails were received that were of relevance:
A man has died following a road traffic collision in Worlington, which happened earlier this month. The incident occurred at 6.40pm on Sunday 18 November, on the B1102 Mildenhall Road. A white Toyota Hilux was travelling in the direction of Mildenhall, where it collided with a digger which was parked and unattended on one lane of the road. This section of the road was closed off for roadworks and controlled by temporary traffic lights.
Stephen Hogg, aged 40 and from Fordham in Cambridgeshire, was treated at the scene and then taken to Addenbrooke's Hospital where he sadly died three days later.
Any witnesses to this incident, or anyone who may have seen a white Toyota Hilux in the area immediately prior to it, is asked to contact the Serious Collision Investigation Team on 101, quoting reference CAD 340 of 18 November or use the online crime reporting link - <http://www.suffolk.police.uk/contact-us/report-something>.

Police are appealing for witnesses following an attempted robbery in Barton Mills.

The incident occurred at around 1.10pm on Monday 12 November, along a path between Jubilee Car Park and Mildenhall Road.

The victim – a man using an electric wheelchair – had come from the direction on Mildenhall, crossed the bridge over the River Lark and was on the boardwalk section of the path.

At this point a man standing in the middle of the path asked the victim for money and when he refused the man grabbed the victim by the top of his coat. A member of the public then shouted at the suspect and he ran off in the direction of Worlington Road in Mildenhall.

The suspect is described as being aged in his 30s, just under 6ft tall, and of medium build. He was wearing a blue hooded jumper, dark blue beanie hat, black jeans, gloves and boots. He spoke with a foreign accent.

Detectives are particularly keen to trace the member of the public who came to the victim's assistance, as he is an important witness.

Anyone with information about this incident is asked to contact West CID at Bury St Edmunds Police Station on 101 quoting reference 65565/18 or use the online crime reporting link - <http://www.suffolk.police.uk/contact-us/report-something>.

Suffolk Police has been provided with extra resources to tackle the issue of speeding in the county, in the form of additional enforcement officers and new cameras. This follows Road Safety Week which ran from Monday 19 November and ended, Sunday 25 November.

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18/12/06 County and District Councillors Report

Cllr L Busuttil sent his apologies

Cllr B. Harvey gave updates on the new Shadow Council and details of changes and increased fares in regards to licensing matters.

Cllr B. Harvey reminded the Parish that there is to be a Civic Service held in St Marys Church, Barton Mills on 16th December at 2:30pm followed by refreshments in Village Hall and everybody is welcome.

Members of the council put forward to Cllr B. Harvey both their concerns and delight at the new traffic lights on Fiveways roundabout. Although most felt safer when using the roundabout the main concern was drivers using the Newmarket Road to shorten their journey times when traffic is queuing approaching Fiveways from the South on the A11.

Cllr. B. Harvey stated the lights are to slow traffic down on the roundabout to ensure the safety of drivers and that only when a bypass is installed will the area see less traffic queues.

He suggested to contact Highways and voice the Parish Councils concerns and to ask when Highways intend to hold another meeting to inform the public of A11 and Fiveways road issues and plans.

It was agreed the clerk would contact highways as suggested. (JC)

18/12/07

Planning and Environment

General & For Consideration:

DC/18/2191/FUL – planning app. For 1 self contained two bed unit at 35 The Street, Barton Mills, IP28 6AA – *It was proposed that the PC have no objection, 7 agreed and 1 abstained.*

Tree Applications (for information only): None

Awaiting Forest Heath decisions and pending appeals:

DC/18/1990/HH – raise roof, extension to existing garage at Oldman House, 22 Worlington Road, Barton Mills, IP287DY – pending, *noted*

DC/18/2027/FUL change of use of land for sale and display of cars at Hand Car Wash, Fiveways, Barton Mills, - pending, *noted*

Decided/approved (for information only)

None

18/12/08

Clerk's Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The clerk reported the following:

The clerk reported the side and surface growth along Newmarket Road to SCC. The clerk originally contacted Worlington PC clerk (as advised by Cllr Harvey) who was helpful in providing details of who she had been in contact with to get work started on Worlington to Mildenhall Road. However once the clerk emailed this person she received an email stating that this was not the way to handle such matters and it must be done via the proper channels i.e. report a problem on the website.

The clerk wrote to parishioner asking them to refrain from selling vehicles on Newmarket Road as agreed at the last meeting.

It was agreed to bring forward car sales to the next month's meeting as an agenda item after it was noted additional vehicles were being sold in the village.

The clerk was contacted by a gentleman living opposite the village hall who was waiting a response from the Parish council since July 2017 in regards to placing a mirror in the village hall car park to protect them from potential accidents when exiting their driveway.

The clerk looked back on the minutes from this date and it was agreed to contact him suggesting he purchase a convex mirror to be placed on his own property and ask that his neighbours trim back vegetation.

The clerk informed him of the PC decision and apologised he was never informed of this, he then replied asking in any councillors would like to come to his property to discuss the matter. The parishioner is awaiting a response.

Cllr. S. Mullender agreed to visit parishioner to discuss his concerns over exiting his driveway. (SM)

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It has been brought to the attention of the Parish Council that the Forest Heath Crime Prevention Santa Sleigh will be visiting Barton Mills on Tuesday 11th December. As far as the clerk is aware the route including timings for Tuesday has yet to be published.

It was agreed the clerk should contact Forest Heath Crime Prevention Panel to find out when and where the Santa sleigh would be in the village so this can be displayed on the website. (JC)

The clerk wrote to the local boarding business who supplied the Parish Council with dog waste bag dispensers and thanked them for their kind donation.

Sarah Limmer has asked what gardening work would the PC like to be carried out in December.

Cllr F. Lewis agreed to contact Sarah directly to discuss this. (FL)

18/12/09

Correspondence

The clerk reported an email received advertising outdoor cinema experiences.

It was agreed for the clerk to find out more about this including likely costs.

18/12/10

Parish Matters

18/12/10.01 Future football coaching needs including grants available

The clerk reported she had provided Cllr Harvey the information requested.

Cllr B. Harvey hoped funding would be available in the current financial year. He reminded the council that the funding could not go direct to the Parish Council and would need to be paid to a separate club/organisation.

18/12/10.02 Update on progress of purchase of land from for affordable housing including

The clerk reported that Isobel has been away the previous week and has only now managed to contact her (4th December).

Isobel met with SCC mid November and they are keen to have a larger project and have asked Isobel to put this to the planners.

Isobel has been in contact with the planners to investigate if this is something that could be possible. If the planner comes back and say no then SCC are still willing to sell but the likelihood as seen with other similar affordable housing sites is that they will want their own self build plots. (she estimates for 10-15 properties they will want 3-4 of their own). I asked why they had none of their own previously and she stated County councils are trying to now be more commercial and get more for their money

If the planners say something bigger then SCC may push this if we want them to sell the land.

Isobel hopes to have feedback from the planners for our January meeting but informed me that the process could be a lot slower than first thought as SCC want to ensure all options have been looked into.

It was agreed to contact Isobel stating that self build plots on this site are contrary to current planning policy and would therefore be unlikely or very difficult to be granted. Trying to include self build plots with our exception site scheme will therefore almost certainly jeopardise our scheme. In addition the requirements for our exception site scheme has been established though a housing needs survey and from a political standpoint as a council we believe we have a remit to proceed with our scheme. Self build plots can have no formal support from the Parish Council at this stage.

If the PC is to formally consider supporting self build plots on the site then we would be very happy to enter a dialogue with Hastoe but this should be considered as a separate issue.

The PC are however very conscious that the long term opportunities for the field must be considered and we would therefore be happy to ensure the access road for our scheme (and services) allow for future developments in the field to the rear.

18/12/10.03 Receive quote for Spring work on the football pitch

The clerk has requested a quote from INL and has chased this but has yet to receive the quote.

18/12/10.04 Website update

The clerk reported this was being updated but noted her concerns to ensure that the Parish Council comply with GDPR. A consent form has been produced and it was agreed to obtain consent from clubs and organisations prior to displaying personal contact details on the website.

Cllr C. Miller offered to help with updating the website.

18/12/10.05 Maintenance of Assets

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Cllr P. Boura reported the following:

- a volunteer has offered to refill the dog waste bag dispensers and that more bags were required as 2000 had been used in the last 5 months.
- volunteers have offered to carry out the defibrillator checks and a letter of thanks has been sent to them.
- Charlie's tree needed an additional two stakes as the existing one had become loose (PB)

18/12/10.06 Green Business Grant update

It was agreed the clerk would make contact with the grant providers again and ask if they could provide funds to replace one flood light in the Village Hall car park with two LED lights.

This would give less intense lighting but over a larger of the car park.

18/12/10.07 Discuss need for Council Facebook page

It was agreed that the Parish Council did not need a separate Facebook page and that the clerk would post items onto the existing Barton Mills Facebook page. It was agreed to have a link to this on the website but ensuring that the website states this page is not controlled by the Parish council so will take no liability for any content.

18/12/10.08 Discuss increased costs for Barton Miller as more homes in village

It was noted that the number of Barton Miller copies circulated have risen from 510 to 580 as new homes are built and occupied on the sites on Worlington Road.

The Parish Council currently donate £110 worth of paper to the Church for print the issues and with this the Parish Council are given the clerk's full page at no cost.

It was agreed to carry this item forward to the February meeting when all donations are agreed.

18/12/10.09 SID Rota

The rota agreed until the end of January, the clerk to email the updated Rota (JC)

18/12/10.10 Confirm defibrillator seminar

The clerk reported she has requested training and has been informed this is now with the local trainer who will make contact. (JC)

18/12/10.11 To receive quotes for new bench

The clerk provided an idea of costs of benches depending on material and size. It was agreed to provide more accurate costs for the following meeting to enable the Parish Council to seek funding for the bench cost from possible the 100 Club. The clerk would also seek permission from the land owner. (JC)

18/12/10.12 Receive further details in regards to Green Business Grant

Repeated agenda item

18/12/10.13 K & M Lighting contract renewal

Cllr. P Boura proposed we accept the new contract for a period of three years, all agreed. (JC)

18/12/10.14 SALC E bulletin feedback

It was agreed all councillors would continue to receive this.

18/12/10.15 Worlington Road pedestrian crossing update

This was noted as now being operational.

18/12/10.16 Allotment lease/land purchase details

The clerk reported she has chased SCC but have not had any information back to bring forward to next months meeting.

18/12/10.17 Agree 2019 meeting dates

The following meeting dates were agreed:

Full Parish Council Meeting - Wednesday 2nd January 2019

Full Parish Council Meeting - Tuesday 5th February 2019

Full Parish Council Meeting - Tuesday 5th March 2019

Full Parish Council Meeting - Tuesday 2nd April 2019

Finance Committee Meeting - TBC

Annual Parish Meeting – Tuesday 7th May 2019

Followed by:

Annual Parish Council Meeting - Tuesday 7th May 2019

Full Parish Council Meeting - Tuesday 4th June 2019

Full Parish Council Meeting - Tuesday 2nd July 2019

Planning only Meeting (if needed) - TBC

Full Parish Council Meeting - Tuesday 3rd September 2019

Full Parish Council Meeting - Tuesday 1st October 2019

Full Parish Council Meeting - Tuesday 5th November 2019

Finance Committee Meeting - TBC

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Full Parish Council Meeting - Tuesday 3rd December 2019

18/12/10.18 Fiveways/A11 updates

Discussed and action agreed within agenda item district councillors report

18/12/11 Finance and Policies

18/12/11.01 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts.

These were agreed and signed by Cllr Boura.

18/12/11.02 Cheques for signing and approval and to authorise payment of outstanding invoices.

The following payments were agreed and the following cheques signed:

| <u>Date</u> | <u>Payee</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Gross</u> | |
|-------------|----------------|--------------------------------|---------------|--------------|---------------|----------|
| 30-Nov | J Coe | Clerk salary | 384.00 | 0.00 | 384.00 | Chq 1594 |
| 30-Nov | Frances Lewis | Remembrance day refreshments | 38.26 | 0.00 | 38.26 | Chq 1595 |
| 09-Nov | S Limmer | Gardening 9/11 | 25.00 | 0.00 | 25.00 | Chq 1596 |
| 01-Nov | K & M Lighting | Nov maintenance | 6.66 | 1.33 | 7.99 | Chq 1597 |
| 30-Nov | J Coe | Expenses | 33.64 | 1.25 | 34.89 | Chq 1598 |
| 30-Nov | J Berrett | Plants sundries for 5 planters | 90.00 | 0.00 | 90.00 | Chq 1599 |
| 30-Nov | P Boura | Barton Miller | 15.00 | 0.00 | 15.00 | Chq 1600 |
| 01-Dec | K & M Lighting | Dec Maintenance | 6.66 | 1.33 | 7.99 | Chq 1601 |
| | Big Red Wine | | | | | |
| 23-Nov | Co. | Wine remembrance day | 52.13 | 10.42 | 62.55 | Chq 1602 |
| | | | 651.35 | 14.33 | 665.68 | |

Clerks overtime of 7 hours for November was also approved for payment the following month.

18/12/11.03 Agree budget

The budget of £24,480 made up of expenditure of £28,280 and other income of £3,800 was proposed by Cllr. R. Lewis and all agreed.

The clerk to display on Barton Mills website (JC).

18/12/11.04 Agree precept

The precept of £21,380 was proposed to cover the majority of the budget with the remaining budget of £3,100 to be from earmarked reserves. All agreed and the precept form was signed.

18/12/11.05 Agree and sign letter transferring amounts to new reserve account

It was proposed that £10,000 is transferred from the current account to a savings account on which the balance would earn interest. This was agreed and the letter signed by two signatories.

18/12/11.06 Agree and sign admin. Rights form for clerk on the bank current account

It was agreed the clerk was to have view only internet access on the bank accounts and the form to approve this was completed and signed.

18/12/11.07 Matters arising from Finance Committee meeting

The councillors were informed that the clerk is to look setting up Direct Debits and Standing Orders for all regular payments as stated in the Financial Regulations which will also save postage costs.

The councillors were informed that the Finance Committee planned an additional meeting in April to discuss and agree how the financial records would be shown so that VAT was represented more clearly.

18/12/12 Parish Councillors reports (for information only)

None

18/12/13 Items for future agendas

Affordable housing update

Defibrillator seminar date

Bench costs and whether land owners permission had been received

Football coaching fund update

Lighting including Greener Business Grant

Car sales

Fiveways and surrounding road issues

Website and Facebook page updates

Donation including Barton Miller paper donation (February)

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Next meeting: Wednesday 2nd January 2019

A square box containing a handwritten signature in blue ink, which appears to be 'J. Coe'.

J. Coe Clerk