

# **Barton Mills Parish Council**

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

Chairman: Mr N. Horne 07590 672963

## **Agenda for the Annual Parish Council Meeting of Barton Mills**

to be held in the village hall on Tuesday 3<sup>rd</sup> May 2022 at approximately 7:30pm  
following the Annual Parish Meeting at 7:00pm

### **COUNCILLORS SUMMONED TO ATTEND THE MEETING - PRESS & PUBLIC INVITATION TO ATTEND.**

#### **ANNUAL COUNCIL BUSINESS**

- 1. Election of Chairman and Receive Chairman's Declaration of Acceptance of Office**
- 2. Election of Vice Chair & Receive Vice Chair's Declaration of Acceptance of Office**
- 3. To Receive Members Declarations of Acceptance of Office**
- 4. Apologies for Absence**
- 5. Appointment of Councillor Responsibilities & Representatives on Outside Bodies:**
  - Representative on Barton Mills Allotments Association (Currently no member appointed)
  - Representative on Village Hall Management Committee (Currently Cllr. K. Fuller)
  - SALC Liaison (currently Cllr. C. Miller)
  - Councillor(s) for Finance Committee (currently Cllr. N. Horne, Cllr. C. Miller & Cllr. R. Lewis)
  - Councillor(s) Responsible for Planning (currently Cllr. S. Mullender)
  - Councillor(s) Responsible for Inspection of Play Equipment (currently Cllr N. Horne)
  - Councillor(s) Responsible for Social Media Accounts and website (currently Cllr C. Miller and Cllr T Newman)
  - Councillor(s) Responsible for Street Lighting (currently Cllr M. Colsey & Cllr A Harji)
- 6. Appointment of Responsible Financial Officer**
- 7. To approve the Accounts for the year ending 31st March 2022**
- 8. Approve Annual Governance Statement 2021/22 (Section 1)**
- 9. Approve Accounting Statements 2021/22 (Section 2)**
- 10. Review Effectiveness of Internal Audit Procedure & Appoint Internal Auditor for 2022/23**
- 11. Review of General Data Protection Policy (last amended May 2018, last reviewed July 2020)**
- 12. Review of Financial Risk Management Policy (last amended September 2020, last reviewed May 2021)**
- 13. Review of Standing Orders (last amended September 2020, last reviewed May 2021)**
- 14. Review of Financial Regulations (last amended September 2020, last reviewed May 2021)**
- 15. Approve Internal Control Statement**
- 16. Review and adopt Parish Council Planning Statement**

# Barton Mills Parish Council

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Chairman: Mr N. Horne 07590 672963

## Public Forum:

The public are Members of the public may, before the start of the meeting, make a statement or ask a question (not statutory part of the meeting). The Chairman will report on any statements or questions from members of the public that cannot attend the meeting remotely.

### 1. Accept and receive apologies for absence

### 2. Declarations of members interests

To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.

### 3. Minutes

To approve the minutes of the Parish Council Meeting dated 5<sup>th</sup> April 2022.

### 4. Police reports

### 5. County and District Councillors report

### 6. Planning and Environment

#### General & For Consideration:

None

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

None

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

DC/22/0222/ADV – one internally illuminated totem sign at Barton Mills Service Station, IP28 6AE (*pending at 26.4.22*)

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 26.4.22*)

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 26.4.22*)

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 26.4.22*)

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

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 (approved 14.4.22)

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 (approved 14.4.22)

### 7 Neighbourhood Plan

### 8. Clerk's Report, Matters Arising from the Minutes of the Last Meeting and Correspondence

Clerks report and to consider any items of correspondence which require a response from the Parish Council.

### 9. Parish Matters

1. Update on exception site at Newmarket Road update

2. Maintenance of Assets

A - Lighting,

B - Play park

3. SID incl rota

4. Clean for the Queen weekend

5. The Queens Platinum Jubilee Weekend

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6. Use of the playing field update
7. Highways issues
8. Island at Chestnut Close

## 10. Finance & Policies

1. Parish Council Bank Balances and Reconciliation from list of Payments and Receipts
2. Approve and authorise payment of invoices
3. Clerks untaken holiday
4. Amend 2022/23 budget inline with 2021/22 reserves carried forward

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

## 12. Barton Miller

## 13. Items for future agendas

Next meeting: 7<sup>th</sup> June 2022



J. Coe Clerk