

# **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 16<sup>th</sup> May 2023 at approximately 7:30pm following the Annual Parish Meeting

### **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. Co-opt members to fill vacancies**
- 5. Apologies for Absence**
- 6. 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 no member appointed)
  - Councillor(s) for Finance Committee (currently Cllr. N. Horne & 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 T Newman)
  - Councillor(s) Responsible for Street Lighting (currently Cllr M. Colsey)
- 7. Appointment of Responsible Financial Officer**
- 8. To approve the Accounts for the year ending 31st March 2023**
- 9. Approve Annual Governance Statement 2022/23 (Section 1)**
- 10. Approve Accounting Statements 2022/23 (Section 2)**
- 11. Review Effectiveness of Internal Audit Procedure & Appoint Internal Auditor for 2023/24**
- 12. Review of General Data Protection Policy (last amended May 2018, last reviewed May 2022)**
- 13. Review of Financial Risk Management Policy (last amended September 2020, last reviewed May 2022)**
- 14. Review of Standing Orders (last amended September 2020, last reviewed May 2022)**
- 15. Review of Financial Regulations (last amended September 2020, last reviewed May 2022)**
- 16. Report on Internal Control Statement**

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## 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 4<sup>th</sup> April 2023.

### 4. Police Reports

### 5. County and District Councillors report

### 6. Planning and Environment

#### General & For Consideration:

None

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

DC/23/0701/TCA Trees in conservation area at Brook House, The Street, Barton Mills, Suffolk

DC/23/0703/TCA Trees in conservation area at 39 The Street, Barton Mills, IP28 6AA

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

DC/23/0449/HH - Proposal Householder planning application - a. single storey front extension b. single storey side/rear extension c. carport/cart shed d. boundary fence at 3 The Street, Barton Mills, Bury St Edmunds, Suffolk, IP28 6AW – *pending at 11.5.23*

DC/23/0358/FUL Proposal Planning application - one dwelling at The Old Maltings, The Street, Barton Mills, Suffolk, IP28 6AA – *pending at 11.5.23*

DC/23/0069/FUL – change of use from forge (Sui Generis) to residential dwelling (class C3) as amended by plans received 27 February 2023 at Rose Forge, Worlington Road, Barton Mills, IP28 7DX – *pending at 11.5.23*

DC/23/0134/FUL - alterations to allow for drive-thru facility at existing restaurant including single storey rear extension for collection window, drive-thru lanes, car park alterations and hard and soft landscaping at Pancake and Waffle Shack, Millford Service Area, A11 Barton Mills South Bound, Barton Mills, Bury St Edmunds. – *pending at 11.5.23*

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 11.5.23*

DC/23/0172/VAR - variation of condition 2 of DC/22/0021/HH to allow use of amended plans for a. two storey front extension; b. two storey side and rear extension; c. conversion and extension of existing garage to habitable space; d. single storey side extension to existing garage (following demolition of existing flat roofed garage); e. roof alterations to existing link extension; f. two bay cartlodge with room above at The Croft, Mildenhall Road, Barton Mills, Suffolk, IP28 6BD. – *pending at 11.5.23*

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

None

#### Worlington Neighbourhood Plan Pre-submission consultation

#### Neighbourhood Plan update

### 7. 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.

### 8. Parish Matters

1. Street Lighting
2. Exception site Newmarket Road

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3. New bin proposal
4. Play park
5. SID including approving quote for new unit
6. Old Mill Lane railings update
7. Mildenhall Footpath access
8. Highways issues

## 9. Finance & Policies

1. Parish Council Bank Balances
2. Approve and authorise payment of invoices
3. To approve amended budget for 2022/23
4. To approve amended budget for 2023/24

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

## 11. Barton Miller

## 12. Items for future agendas

Next meeting: 6<sup>th</sup> June 2023

**J.Coe**

J. Coe Clerk