

Barton Mills Parish Council

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

Chairman: Mr A. Harji 01638 510251

Minutes of the Meeting of Barton Mills Parish Council

held in the Village Hall on Tuesday 3rd March 2020 at 7:30pm

Present: Cllr. A. Harji, Cllr. N. Horne, Cllr. K. Fuller, Cllr. J. Bye, Cllr. M. Colsey, Cllr. R. Lewis, Cllr. C. Miller, Cllr G. Flack

Also present: Parish Council clerk Jadi Coe, Newmarket Road site land agent, Paul Bonnett, representative from Havebury Housing and resident and 4 members of the public

The Chairman, Cllr. A. Harji welcomed everyone to the meeting.

Cllr A. Harji offered the members of public in attendance to speak as part of the public forum but the offer was declined.

20/03/01 Accept and receive apologies for absence

Cllr. S. Mullender sent his apologies which were accepted.

20/03/02 Declarations of members interests

Cllr M. Colsey – item 6, DC/20/0155/HH, planning application at 24 Church Meadows.

20/03/03 Minutes

The minutes of the Parish Council Meetings dated 4th February 2020 were proposed by Cllr. G Flack as a true record of the meeting held, the proposal was carried following six members in agreement and two abstaining. The minutes were signed by the Chairman.

20/03/04 Police reports

None of relevance

20/03/04 County and District Councillors report

The Chairman reported that both the County and District Councillors had sent their apologies.

In District Cllr B. Harvey's absence, the Clerk read Cllr B. Harvey's monthly report which included details of Civil Parking Enforcement which becomes effective from 6th April, increases in council tax rates, the upcoming Town and Parish Forum and the West Suffolk Council principal meetings are now being live streamed.

20/03/06 Planning and Environment

General & For Consideration:

DC/20/0001/FUL – change of use from residential care home to 1no. dwelling at Barton Hall, The Street, Barton Mills, IP28 6AW.

Cllr R. Lewis proposed no objections to the application. All agreed and the proposal was carried. (JC)

DC/20/0002/LB – application for listed building consent, (i) Remodelling of interior to include removal and insertion of internal partitions (ii) replacement of internal doors and insertion of new door openings to internal partitions (iii) upgrading of electrical and plumbing systems (iv) demolition of later 20th century flat roofed extension and associated works (v) repairs and thermal upgrading of external walls (vi) repairs to external render and reinstatement of railings to balcony following removal of external fire escape staircase and ladder to south elevation, at Barton Hall, The Street, Barton Mills, IP28 6AW.

Cllr R. Lewis proposed no objections to the application. All agreed and the proposal was carried. (JC)

DC/20/0155/HH – application (i) front extension including porch (ii) replacement of render finish on existing front elevation with hardie plank to match front extension at 24 Church Meadows, Barton Mills, IP28 6AT

Cllr. M. Colsey left the meeting.

Cllr. N. Horne proposed no objections to the application. All agreed and the proposal was carried. (JC)

Cllr. M. Colsey returned to the meeting.

Tree Applications (for information only):

DC/20/0240/TCA – fell and reduce trees on conservation area at 25 The Street, Barton Mills, IP28 6AA

Awaiting Forest Heath decisions and pending appeals:

DC/19/2244/HH – application for a detached two bay cart lodge at Brook House, The Street, Barton Mills, Suffolk, IP28 6AA – *it was noted that the application was refused on Tuesday 25th February 2020.*

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DC/19/2448/LB – Listed building consent for s subdivision of existing unit to create 2 self-contained flats and orangery on west elevation, at The Manor, Newmarket Road, Barton Mills, IP28 6BL

DC/19/2447/FUL – Planning application, orangery on west elevation, at The Manor, Newmarket Road, Barton Mills, IP28 6BL

Decided/approved (for information only):

None

20/03/07 Clerk's Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The clerk reported she sent a Use of the Playing Field Request Form to the resident who wished to hold a charity event on the playing field in September and this has been returned completed.

20/03/08 Correspondence

An email was received from a resident concerned that fires occurring at a business in the village are creating toxins in the air. The clerk reported she has contacted West Suffolk Council and informed District Cllr B. Harvey and awaits to hear back.

It was agreed that the clerk should also contact the business owner informing them of the complaints. (JC)

An email from the Church Lane field landowners who the Parish Council had been in previous discussions with in order to provide an exception site was read out by the Chairman. The email stated the landowners believe what was recorded in the minutes as discussed at the December 2019 meeting was inaccurate; the minutes stated that the landowners would not sell a small piece of land that the Parish Council agreed on for an exception site. The landowners email had stated that this was inaccurate and that the land was available. The Chairman then read out an email from Isobel Wright at Hastoe Homes dated 3rd December 2019, which stated that she had spoken with the land owners who had said that the reduced site area off Church Lane wouldn't work for them as it would be an awkward shape so therefore they wouldn't be prepared to sell it.

It was agreed to contact both Isobel at Hastoe Homes and the Church Lane field landowners detailing the correspondence prior to the December meeting which explains why the Parish Council thought the site was no longer available. (JC)

20/03/09 Parish Matters

20/03/09.1 Exception site on Newmarket Road update

Resident and representative of Havebury Homes, Paul Bonnett, was invited to update the Parish Council on the site. Paul introduced himself and explained his business background and stated he had met with the land agent prior to the meeting and that the site should be approved as an exception site. He reported how the planning process would work and of possible time scales with the earliest being July 2021 in which building work could commence, if all matters were dealt with efficiently and there were no unexpected issues.

Cllr. K. Fuller asked how many properties could be built on the development, the land agent stated at this time in was not agreed but the Parish Council could possibly have as much land required as the housing needs survey details, but this would be agreed formally with the Parish Council at a later date.

Cllr. R. Lewis proposed to appoint Havebury Housing Association; request the Paul Bonnett overseas the project as a resident and representative of Havebury Housing; get a site plan drawn up along with a Head of Terms.

Following a unanimous vote, the proposal was carried.

20/03/09.2 Development proposal on SCC land on Church Lane

It was agreed that at this time the Parish Council would not pursue the offer to use the Suffolk County Council land for the development of an exception site as Suffolk County Council wished to develop this as part of larger development and the Parish Council had been offered land which could be used with no condition to agree to a larger proposal. It was agreed the clerk would respond to the Suffolk County Council's proposal, thanking them for the letter but state that at this time the Parish Council are looking at alternative sites.

20/03/09.3 Tree replacement at entrance to Church Meadow

Following the removal of trees at the entrance to Church Meadows the clerk contacted Suffolk County Council asking if they have a tree replacement program. Suffolk County Council responded stating that a tree should not be planted within 15feet from the centre of a carriageway. Following this information, it was agreed that members would inform residents who had requested that the trees are replaced.

20/03/09.4 Receive information on entrance to the playing field including alternative solutions

It was agreed to review this item again at the end of the summer, following councillors reports that the entrance was not in a bad condition.

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20/03/09.5 Update on issue of horses using local footpaths

The clerk reported she continues to chase Suffolk County Council on this matter and solutions to the problem.

20/03/09.6 Maintenance of Assets

a) Lighting

The clerk reported she is frequently chasing Suffolk County Council to determine when the lights in Manor View and the light outside the Old Rectory on The Street will be repaired.

The clerk reported she has received a quote from K & M Lighting to convert the street lights to LED lamps. The quote detailed £70 each for the 49 standard lanterns and £220 each for the 8 ornamental lanterns. The total net cost being £5,190.

A quote from Pearce and Kemp has been requested which details £9,770.08 for the standard lights and £776.25 for the ornamental lanterns totalling £10,546.33.

It was agreed that considering the cost of the conversion that the Parish Council would not go ahead with this and therefore not accept the quotes.

A draft invoice from Suffolk County Council for the street light energy costs has been received which is in the sum of £2,730.21. Cllr. R. Lewis proposed that Cllr. K. Fuller should check the draft quote and if he agreed then the Parish Council would agree the draft quote, the proposal was carried following a unanimous vote in favour. (JC/KF)

b) Other (including defibrillator signs, electric meter box,)

It was proposed and agreed to purchase 2 A4 defibrillator signs to place on the Football Club and on the outside of the Village Hall. It was also agreed to purchase 4 notices that could be placed in the notice boards around the village. (JC)

20/03/09.7 SID Rota

The Rota was agreed until April and the clerk is to send the updated rota to all volunteers. (JC)

20/03/09.8 Substation update

It was reported that the reason to change the substation was due to the fact that the current one is on a pole which is dangerous to maintain and that it is amongst trees.

It was proposed and agreed to accept the current head of terms except change from freehold to a 99year leasehold for an upfront payment of £750 and a yearly peppercorn rent. (JC)

20/03/09.9 Scope textile bin update

It was reported that bin had not yet been installed. It was agreed that the clerk should find out when this will be installed. (JC)

20/03/09.10 Glass bale update

Cllr. N. Horne stated he had a site visit with West Suffolk Council, who informed him that the bale would require less emptying than the current bins therefore it was more environmentally friendly.

It was agreed to change the bins to a bale and the clerk would inform West Suffolk Council of this decision. (JC)

20/03/09.11 Receive quotes for seeding work at the park

The clerk reported two quotes had been received to carry out seeding work around the play equipment on the playing field:

- RH Landscapes £1,222 (net)
- SP Landscapes £875 (net)

It was agreed to review this item again at the end of the summer as to not prevent the equipment being used in the spring months. Cllr. N. Horne reiterated that the monthly playgroup reports states that the current matting is adequate and is not in need of replacement, however signs of any deterioration should be looked out for.

20/03/09.12 Receive SID data

Cllr. C. Miller reported the data had not yet been downloaded. The clerk agreed to put Cllr. Miller in contact with Worlington Parish Council who have the same SID and that Cllr. J. Bye would forward the telephone number which is stamped on the SID. (JC/CM/JB)

20/03/09.13 Update on clock repairs

It was reported the Church have had confirmation from the Preservation Trust that they would consider helping with some of the cost, however, they would like to see the 100Club approached and some help from the Parish Council.

It was agreed that the clerk would contact the 100Club and bring the item forward to the next meeting. (JC)

20/03/09.14 West Suffolk Area Forum

It was confirmed that the SALC West Suffolk Area Forum is to be held on Tuesday 10th March at 7:00pm at the Tithe Barn, Bardwell.

20/03/09.15 West Suffolk Parish and Town Forum

The West Suffolk Parish and Town Forum is to be held on the 17th of March starting at 6:00pm at the Memorial Hall Newmarket. Cllr. C. Miller agreed to attend the forum, and the clerk would RSVP on her behalf. (JC)

20/03/09.16 Sign renewed Allotment lease

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The lease was signed and witnessed by the clerk and on behalf of the Allotment Society was signed and witnessed by Cllr. G. Flack.

The clerk to arrange another copy to be signed at the next meeting for the Allotment Society's record. (JC)

20/03/09.17 Village Spring Clean

The Parish Council agreed to hold a litter pick on Saturday 4th April, collection of equipment will be available from the village hall between 9:30am and 10:00am.

It was stated that a plan of action should be made for the day so problem areas could be tackled efficiently.

20/03/10 Finance & Policies

20/03/10.1 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts

The clerk reported £2,485 was held in the current account and £19,010 in the deposit account at the year end.

The bank statements and reconciliations were signed by the Chairman.

20/03/10.2 Cheques for signing and approval and to authorise payment of outstanding invoices

The following invoices were proposed for payment and all agreed:

<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>	
						1732
29-Feb	Rainbow Club	Annual donation	150.00	0.00	150.00	1733
29-Feb	Citizens Advice Bureau	Annual donation	150.00	0.00	150.00	1734
	Suffolk Accident & Rescue Service					
29-Feb	Service	Annual donation	150.00	0.00	150.00	1735
29-Feb	Headway Suffolk	Annual donation	150.00	0.00	150.00	1736
29-Feb	Air Ambulance	Annual donation	250.00	0.00	250.00	1737
29-Feb	J Coe	Salary	237.48	0.00	237.48	1738
29-Feb	J Coe	Expenses	120.75	18.16	138.91	1739
29-Feb	Robert Lewis	Barton Miller printing	26.16	0.00	26.16	1740
07-Feb	Complete Business Solutions	Barton Miller paper	108.00	21.60	129.60	1741
19-Feb	Chris Hall Electrical Services	Inspection of defibrillator	38.00	0.00	38.00	1742
28-Feb	S Limmer	Gardening	12.50	0.00	12.50	1743
31-Dec	Smith of Derby Ltd	Clock Service - 3yrs	447.00	89.40	536.40	1744
Void	Void	Void	0.00	0.00	0.00	1745
28-Feb	SP Landscapes	Tree work on Grange Lane	575.00	115.00	690.00	1746
			2,564.89	244.16	2,809.05	

It was also agreed that the clerk would personally pay invoice in the sum of £77.88 to TSOHost for the Domain Renewal, and will reclaim via expenses at the next meeting. (JC)

It was agreed not to sign and send cheque 1732 in the sum of £150 for the Good Neighbour Scheme. This followed reports that the Good Neighbour Scheme were not asking for any donations this year. It was agreed that the clerk would clarify this. (JC)

20/03/10.3 Agree and sign bank mandate to add Cllr. J. Bye as a full signatory

It was proposed and agreed to add Cllr. J. Bye as a full signatory and the mandate was signed accordingly.

20/03/10.4 Sign letter to transfer £2,000 from deposit account to current account

The clerk stated that since the issue of the agenda a draft invoice had been received in the sum of £2,730 therefore the £2,000 transfer would not be adequate to cover invoices payable in April. Therefore, it was agreed to transfer £5,000 from the deposit account to the current account. The transfer letter was signed.

20/03/11 Parish Councillors reports (for information only)

It was reported that residents are requesting an update on whether a fence installed at a property in Church Meadows was approved by West Suffolk Council. The clerk agreed to chase this issue. (JC)

It was reported that the area at the Waffle Shack was littered with rubbish. It was agreed the clerk should write to the Waffle Shack and request they keep the area clean and tidy. (JC)

It was agreed that the clerk would cancel the booking of the Village Hall on VE day, 8th May as no event was to be held but state that the WI would be holding a car boot on this day and would require use of the Village Hall. (JC)

20/03/12 Items for future agendas

Agenda for Annual Parish Meeting on Wednesday 20th May.

Clock repairs funding update

Sign additional allotment lease

Village Litter Pick final arrangements.

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Newmarket Road exception site update

SCC land proposal update

Substation update

20/03/13 Agree Barton Miller clerk and back page

Back page

Litter pick

Clerk page

Football training (then again on the back page in the May edition)

Glass bale replacement

The next meeting was confirmed to be held on Tuesday 7th April 2020

The meeting closed at 9.35pm



J. Coe Clerk