

Barton Mills Parish Council

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

Chairman: Mr N. Horne 07590 672963

Minutes of the Meeting of Barton Mills Parish Council

held remotely on Tuesday 6th October 2020 at 7:30pm

Present: Chairman - Cllr N Horne, Vice Chairman - Cllr A Harji, Cllr, C. Miller, Cllr R Lewis, Cllr K Fuller, Cllr S Mullender, Cllr. M. Colsey, and the clerk Jadi Coe

The Chairman Cllr N Horne welcomed everyone to the meeting.

20/10/01 Accept and receive apologies for absence

Apologies were accepted from Cllr Bye

20/10/02 Declarations of members interests

Cllr M Colsey item 6 – decided/approved application DC/20/0720/HH

Cllr N Horne item 6 – application for consideration DC/20/1568 and DC/20/1562/TCA

Cllr R Lewis item 10.3 – approval of payment to himself

20/10/03 Minutes

The minutes of the Parish Council Meetings dated 1st September 2020 were proposed as a true record of the meeting held and this was carried following a unanimous vote.

20/10/04 Police reports

None of relevance

20/10/05 County and District Councillors report

County Cllr L Busuttil was not in attendance and gave no report.

District Cllr B Harvey was not in attendance but had given his apologies and had sent through his monthly report. The clerk read out parts of Cllr B Harvey's report which included information on locality budget funding, the West Suffolk Local Plan, County Lines, Sunnica, and the upcoming Parish and Town Forum.

20/10/06 Planning and Environment

General & For Consideration:

-DC/20/1484/HH - conversion of existing outbuilding to create annexe (following part demolish of existing store building) at Mulberry Harbour, Newmarket Road, Barton Mills, IP28 6AQ

It was proposed and agreed to support this application as there appears to be no increase in the height or footprint of the building and that the proposal is an enhancement on the original building.

-DC/20/1568/HH – (i) two storey side extension (ii) single storey rear extension (iii) front porch at 40 Church Meadows, Barton Mills, IP28 6AT

It was proposed and agreed to support this application as the proposed changes would be more attractive than the current property.

Applications received but comments agreed via email due:

-DC/20/1358/FUL - (i) Single storey side extension (following demolition of lean-to and rear single storey buildings) (ii) detached two bay cartlodge with lean-to store at Barton Hall, The Street, Barton Mills, IP28 6AW – *no objections*

-DC/20/1359/LB - (i) Single storey side extension (following demolition of lean-to and rear single storey extensions) (ii) internal alterations to ground and first floor, the proposals comprise the demolition of a number of modern, lean-to, single storey structures, to be replaced with an extension housing a new swimming pool within the North East Section of the Property. Minor internal alterations are being proposed to the Ground Floor adjacent to the new extension. These proposals also comprise the construction of an independent cartlodge for two vehicles and lean-to store to be constructed to the South, rear of the main building at Barton Hall, The Street, Barton Mills, IP28 6AW – *no objections*

Tree Applications (for information only):

-DC/20/1562/TCA - (i) 3no. Goat Willow (T1, T5, T6 on plan) 1no. Field Maple (T2 on plan) 2no. Silver Birch (T3, T10 on plan) 1no. Conifer (T7 on plan) 1no. Leylandi (T8 on plan) 1no. Lawson Cypress (T9 on plan) fell (ii) 2no.

Yew (T11, T12 on plan) crown raise by up to 3 metres at Barton Hall, The Street, Barton Mills, IP28 6AW

-DC/20/1613/TCA - 1no. Acer (T1 on plan) fell at Walnut Tree Cottage, Bell Lane, Barton Mills, Suffolk

Applications awaiting West Suffolk decision and pending appeals:

-DC/20/1195/FUL - (i) Lay foul water drainage pipe (ii) foul water pump kiosk to serve Fiveways Service Station at land off Bury Road, Barton Mills, IP28 6AE

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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):

-DC/20/0720/HH - (i) dropped kerb (ii) change front garden to block paved driveway at 31 Church Meadow, Barton Mills, IP28 6AR – *approved 6th July 2020*

-DC/20/0740/FUL – 1 dwelling at The Old Maltings, The Street, Barton Mills, IP28 6AA – *refused on 30th July 2020*

-DC/20/1216/HH -1no. front porch at 10 Bell Lane, Barton Mills, IP28 6AJ – *approved 18th September 2020*

Proposed planning application, Church Meadows

A request from a resident to discuss proposed planning application had been received but as the application has now been submitted to West Suffolk Council comments have been made on the official West Suffolk application.

Other Planning matters

DC/19/1542/TCA

Cllr N Horne reported he had been asked by the applicant of DC/19/1542/TCA why he has heard nothing back. The application is detailed as withdrawn on West Suffolk planning portal. Cllr N Horne is to advise the applicant that he should contact his tree surgeon who made the application on his behalf and to contact the planning department at West Suffolk Council.

Local Plan

The clerk reported that West Suffolk Council are holding a virtual workshop on both Tuesday 3 November (6pm to 7.30pm) or Thursday 5 November (6pm to 7.30pm).

It was agreed that the clerk and Cllr S. Mullender would find out more information on the plan and workshop.

(JC/SM)

20/10/07 Clerk's Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The clerk reported there is no report to give as any items to report on have been included elsewhere on the agenda.

20/10/08 Correspondence

An email has been received from a resident asking that the ivy overhanging the footpath on Mildenhall Road is addressed.

It was agreed that the clerk should contact the resident of the property the ivy belongs to. (JC)

20/10/09 Parish Matters

20/10/09.1 Exception site on Newmarket Road update

It was reported that responses have now been received from Havebury Homes to the comments made by the Parish Council on the site plan.

These were discussed and it was agreed that the clerk should arrange a meeting with Havebury, Cllr S Mullender and Cllr R Lewis, to discuss some of these points further. (JC)

It was also reported that the solicitors are currently liaising with each other and that Havebury are awaiting the heads of terms.

20/10/09.2 Maintenance of Assets

a) Lighting, including monies held for unit replacements

It was reported that £6,500 is included in the 2020/21 budget for street light renewals, £1,500 from reserves carried forward and £5,000 from this year's precept.

It was agreed that Cllr K Fuller would produce a long-term plan of the street lights in the village detailing those that needed replacing with an order of priority. (KF)

b) Play park

Cllr N. Horne reported he has been attempting to obtain quotes from both suppliers and contractors for the work required and hopes to have three before the next meeting. (NH)

The clerk is to ask Mildenhall Council what contractors they use. (JC)

20/10/09.3 Substation update

It was reported the correct lease has been received, signed and sent to the Bendall and Sons

20/10/09.4 Covid-19 update and issues in the Parish

None

20/10/09.5 SID Rota

The Rota was agreed for October and November. The clerk is to forward updated rota to all volunteers. (JC)

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20/10/09.6 Request to tidy islands at Chestnut Close and new Barton Mills sign

Cllr N Horne reported he has spoken with the resident of Trego House whom the Parish Council believed owned the islands but he has now been informed by the resident that this land is not owned by the resident. Cllr R Lewis agreed to find out who owned this land. (RL).

The owner of Trego House also informed Cllr N Horne that he had made a monetary contribution to Suffolk County Council in exchange for kerb drops, and concrete bollards across the unused roadway near his property.

20/10/09.7 Great British Clean Up

It was reported that West Suffolk Council are lending out litter-picking equipment to small groups of up to six people, this is to avoid the risk of large groups congregating. They ask that each group should have a leader who will receive the equipment and give it to the rest of their group.

It was agreed to discuss this item agenda early next year in view to hold this in spring next year.

20/10/09.8 Request to contribute funds to repair bridge in Mildenhall

Following the request in the Barton Miller for residents' views whether the Parish Council should contribute towards costs, 13 responses have been received, 12 for contributing and one against.

Mildenhall Parish Council reported Suffolk County Council stated an estimated cost of £190,000 for the new bridge of which they asked Mildenhall Parish Council to pay 50% of. Mildenhall Parish Council felt this was too high but proposed to contribute pay 25% of the total costs capped at £50,000, this was supported by just under half of the councillors. Mildenhall Parish Council then requested that Suffolk County Council approach other local councils in the area. Suffolk County Council has since reported that the cost could be reduced 15-20% if it can be a lightweight design bridge.

West Row Parish Council have confirmed they were also approached by Suffolk County Council but will not be contributing to the cost.

It was agreed to inform Suffolk County Council that Barton Mills Parish Council support the proposal but due to this project not being included in the 2020/21 budget, funds are limited so at this present time the Parish Council could offer £1,000 towards the costs. However, depending on receiving more information there is a possibility that further funds could be included in the 2021/22 budget.

20/10/09.9 Remembrance Sunday

Cllr A Harji reported that the two Parish Council wreaths have been ordered and these are to be laid at 11:00am on Sunday 8th November. Attendees would be limited to 6 people at the Peace Garden. It was agreed that Cllr A Harji would confirm the number of attendees with the Church and seek further guidance from the Royal British Legion. (AH)

It was suggested that an alternative to residents gathering at the Peace Garden, would be to ask residents to stand outside their homes at 11:00 to observe the two minutes silence.

It was agreed no reception would be held this year.

20/10/09.10 Sunnica

It was reported that the statutory consultation began on 22nd September and will end on 2nd December 2020.

Information on the proposal can be found on the Sunnica website.

It was agreed to publish in the Barton Miller information on the statutory consultation. (JC)

20/10/09.11 Newmarket Road Speeding issues

It was reported that the clerk contacted Freckenham Parish Council and they agreed to lend Barton Mills Parish Council their speed gun if required. Following this the clerk contacted the Police and was informed that speed gun checks were only to be carried out on roads where the speed limit is 20-30mph and all volunteers must be trained on usage. The clerk then contacted Suffolk County Council who provided some useful information and the clerk has now asked Cllr Busuttill for help with this matter.

20/10/09.12 Restructure of the River Lark

Cllr S Mullender reported that this was happening but the scheduled meeting has been postponed but it is hoped this will take place soon and he will have more information to provide to the Parish Council with the possibility of asking a representative to attend a future meeting. (SM)

20/10/09.13 Future meetings including Zoom subscription

It was confirmed the clerk has now purchased an annual subscription and is reclaiming this cost via her expenses.

It was also agreed that the November meeting would be held remotely.

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20/10/09.14 Agree co-option plan

As published in the Barton Miller and on the website, the Parish Council will co-opt at the November meeting and applicants must confirm in writing that they meet the eligibility criteria and stating why they wish to join the Parish Council before 24th October.

It was agreed that the members of the Parish Council would interview applicants as in previous co-options but on Zoom before the official meeting begins.

20/10/09.15 Consider whether any amendments are required to councillor responsibilities and representatives on outside bodies

Cllr A Harji agreed to be the joint council representative of street lighting along with the current representative Cllr K Fuller.

20/10/10 Finance & Policies

20/10/10.1 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts

The clerk reported at the last statement date 19th September £2,397.51 was held in the current account and £32,180.87 in the deposit account.

20/10/10.2 Six months accounts update

The clerk reported that at date the Parish Council have spent £10,732, the annual budgeted expenditure for the year is £35,670, it is expected that at 31st March 2021 the council will have spent about £3,000 under budget, this takes into account expected expenditure for the next six months and reserves to carry forward to 2021/22.

There are several expense items that are predicted to be under the budget including hall hire costs, Barton Miller, gardening works and tree work.

At date the Parish Council's income is £26,463 which is over £4,000 less than the budgeted figure of £30,810. It is expected that there will be about £3,000 additional income received prior to the year end, including VAT refunds, park donations, allotment rent and money from Eastern Power Networks which is to cover substation legal costs

20/10/10.3 Approve and authorise payment of invoices

The following invoices were proposed and agreed for payment:

| <u>Date</u> | <u>Payee</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Gross</u> |
|-------------|---------------|------------------------|-----------------|---------------|-----------------|
| 30-Sep | J Coe | Salary | 237.48 | 0.00 | 237.48 |
| 30-Sep | J Coe | Clerk expenses | 292.25 | 52.30 | 344.55 |
| 30-Sep | HMRC | PAYE and NI | 178.00 | 0.00 | 178.00 |
| 28-Aug | RH Landscapes | Grass cutting | 400.00 | 80.00 | 480.00 |
| 07-Sep | S Limmer | Gardening | 25.00 | 0.00 | 25.00 |
| 30-Sep | RH Landscapes | Grass cutting | 300.00 | 60.00 | 360.00 |
| 30-Sep | Robert Lewis | Barton Miller printing | 26.16 | 0.00 | 26.16 |
| | | | 1,458.89 | 192.30 | 1,651.19 |

20/10/10.4 Agree process to pay current month invoices

It was agreed to make payment of invoices by cheques in the same way as prior months. (JC/SM/RL)

20/10/10.5 Agree clerk hourly pay rate following updated pay scales from SALC

It was reported that in February 2019 the clerk was to be put on NALC pay scale SPC 26 at a rate of £12.37 per hour. Since this was agreed the SPCs have been changed and SPC 26 is now equal to new SPC 19. It was agreed to increase the clerks SPC number to SPC 22 based on obtaining more experience in the role. The hourly rate of pay for an employee on SPC 22 is £14.02 from 1st April 2020. It was proposed and agreed to increase the clerk's hourly rate to £14.02 and that this is back dated to 1st April 2020.

20/10/11 Parish Councillors reports (for information only)

Cllr K Fuller asked whether the car boot meeting is to take place and when this would be.

It was agreed that the clerk would contact all representatives and arrange a remote meeting. (JC)

20/10/12 Barton Miller

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Remembrance Sunday

Clerk page:

Bridge decision

Sunnica statutory consultation

Street lighting renewal plan

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20/10/13 Items for future agendas

Trego Islands and village sign

Revised budget

Finance meeting

Park quotes

The meeting closed at

Next meeting: 3rd November 2020



J. Coe Clerk