

Barton Mills Parish Council

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

Chairman: Mrs A Dawson 01638 714449

Minutes of the Meeting of Barton Mills Parish Council

held in the Village Hall on Tuesday 6th March 2018 at 7.30 pm.

Public Forum:

There were nine members of the public present.

Present: Cllr. A. Dawson (Chair), Cllr. A. Harji, (Vice Chair), Cllr. R. Lewis, Cllr. F. Lewis, Cllr. K. Fuller, Cllr. S. Mullender and Cllr. N. Horne.

Clerk, Vicky Bright. Isobel Wright – Hastoe Homes. District Cllr. Brian Harvey – FHDC. County Cllr. Louis Busuttill sent apologies.

18/03/1 Apologies

Cllr. Pamela Boura and Cllr. Garry Flack.

18/03/2 Declarations of Interest

Cllr. Dawson Item 7 (e), Cllr Lewis (RL) & Cllr. Lewis (FL) Item 7 (L).

18/03/3 Minutes

To approve the minutes of the Parish Council Meeting dated 6th February 2018.

Resolved 18/03/3.01

These were proposed as a correct record by Cllr. Fuller, agreed unanimously, and signed by the chairman (AD).

18/03/4 Police Matters

The latest edition of your local Safer Neighbourhood Team (SNT) newsletter is now available to view on the Suffolk Constabulary website <https://www.suffolk.police.uk/your-area>.

18/03/5 County & District Councillor Reports

Cllr. Harvey gave the following report;

OneCouncil has been agreed and the consultation is to proceed, the deadline for comments is 28/03/2018 <http://www.westsuffolk.gov.uk/wardoptions>

Councillors will be reduced from 72 to 64. There is to be a West Suffolk Electoral Ward change; Manor Ward is proposed to now include Freckenham, Worlington, Barton Mills, Cavenham, Tuddenham and Lackford. Mildenhall will reduce from 4 Councillors to 3, being divided into Market, Great Heath and Central.

18/03/6 Affordable Housing Update & Consultation on Preferred Sites (Hastoe Homes) Isobel Wright from Hastoe Homes present at meeting.

The Parish Council forwarded 12 sites to Hastoe Homes for consideration. 4 of those sites were considered a possibility, with Site 2 (on the right, just beyond 56 Church Lane, and just before the cottages on the right going out of the village) being approved as the preferred site by Hastoe and Planning. This site has good access, does not overlook nor is it too close to neighbouring properties and the landowner has shown an interest in selling.

The Housing Needs Survey identified a need for approximately 10 dwellings (1-2 Bed). The decision whether they will be Rented or Shared will be decided at the Planning Application Stage.

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Following negotiations with the landowner and also whether they agree to sell, the planning application should take 6-9 months, with the build completed within approximately 2-3 years. The issues of the footpath extension and condition, speed limit to 30mph being extended and BT Services will all be part of the consultation process and will be considered at application stage. The houses will be allocated to those with a direct local connection to Barton Mills, this definition is included within the Section 106 in perpetuity. To register go to; <https://www.home-link.org.uk> click on Register and fill out the application.

Resolved 18/03/6.01

It was agreed unanimously to instruct Hastoe Homes to proceed with negotiations for site 2.

18/03/7 Planning and Environment General & For Consideration:

- (i) DC/18/0018/HH – Revised Plans - (i) two storey rear extension (ii) single storey side extension (following demolition of existing garage) (iii) single storey front extension (to include porch and garage (iv) replacement side dormer - 33 Church Meadow, Barton Mills

Resolved 18/03/7.01

Objections submitted 28th February 2018. Vote was taken by email between meetings with an even vote, the Vice Chairman gave the casting vote in the absence of the Chair, to object.

This application is to go to Delegation Panel on 7th March 2018.

- (ii) DC/18/0129/FUL - (i) Front Porch, (ii) 1no. Workshop and carport and (iii) Private access road - Belle Vue, Newmarket Road, Barton Mills (*To be considered at Full Committee 07/03/18*)

Resolved 18/03/7.02

No objections. 4 in favour, with 3 abstentions.

- (iii) DC/18/0248/VAR - Variation of condition 2 of DC/17/1115/FUL - to allow use of revised drawings with design changes for (i) Replacement building, (ii) canopy reduction and (iii) parking - Barton Mills Service Station, Fiveways, Barton Mills

Resolved 18/03/7.03

No objections. Unanimous vote.

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The Clerk advised that the previously refused application DC/16/2847/OUT had gone to appeal.

Tree Applications (For Information Only)

None.

Awaiting Forest Heath decisions and pending appeals:

- a) DC/18/0010/ADV - Application for Advertisement Consent - (i) 2no. internally illuminated fascia signs and (ii) 2no. internally illuminated freestanding shard signs - Barton Mills Service Station Fiveways Barton Mills – *Approved 15/02/2018*
- b) DC/18/0001/HH - Householder Planning Application - (i) porch (ii) single storey rear extension (following demolition of existing garage and rear conservatory) - 24 Church Meadow Barton Mills – *Approved 21/02/2018*
- c) DC/17/2604/FUL - Householder Planning Application - Double garage for temporary living accommodation (retrospective) - Land West of 35 The Street Barton Mills – *Approved 21/02/2018*
- d) DC/16/0683/FUL Retention of hand car wash operation - Car Wash Fiveways Services, Fiveways, Barton Mills – *Approved 22/02/2018*
- e) DC/17/2435/FUL – 1 dwelling following demolition of outbuilding. Resubmission – Land adjacent to the Old Maltings, The Street, Barton Mills - *Still Pending*
- f) 'Fiveways Farm' Update – *None to report.*
- g) Update on Section 106 Monies

The Clerk has contacted David Burkin at FHDC to enquire if any S.106 monies are being held for Barton Mills, awaiting a response. Cllr. Harvey advised he would also look into S.106 for the Dairy Site.

- h) Discussion of Planning Application 'Minden House – DC/17/2220/FUL -

Cllr. Dawson advised she had been approached by the architect to request a change to our comments to be submitted to Planning and to request a reconsideration of the application, based on our change of comments. Cllr. Dawson advised she had already explained that the Parish Council comments had been submitted incorrectly onto the Planning Portal, and that she had written to Ed Fosker FHDC Planning advising him of the submission error. Cllr. Harvey clarified that the application had been refused by Delegation, due to several factors, including it being outside the settlement boundary and secondary village. It was agreed no further action would be taken other than what had already been actioned by Cllr. Dawson.

18/03/8 Clerks Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The Clerk advised that Highways had replied to say that no remedial action would be taken regarding the potholes on 'The Street' between the Bull Inn and Bell Pub.

The Clerk advised that a second Public Awareness Session for the Defibrillator could be arranged at a cost of £175 + VAT. It was agreed to defer until the 1st Anniversary of the Defibrillator.

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The Clerk presented costs to join the West Suffolk Play Inspections Schedule, for monthly and Annual RoSPA Inspections for the Play Area at a cost of £25 + VAT pcm, and £53.08 + VAT for the annual inspection. It was agreed to defer until the next meeting to establish if Cllr. Boura wished to complete training to carry out the inspections first. The Clerk is to ask for an extension to the deadline for signing up to the scheme until after the next meeting.

18/03/9 Correspondence

'Bell Lane Solstice' – Cllr. Lewis (RL) advised that the 10th Bell Lane Solstice Music Event in Barton Mills, will be held on Saturday 23rd June 2018. It is proposed to run the arrangements exactly the same as previous years, with the exception of the Road Closure on Bell Lane being extended until 12 noon the following day to allow the stage to be taken down, without early morning noise disruption to residents.

'Hedge 36 Mildenhall Road' – Cllr. Lewis (FL) advised that she had received a request from a pedestrian to ask if the Parish Council could write to the residents of 36 Mildenhall Road, to ask them to cut back the hedge on the boundary of their land and the footpath, as it is causing an obstruction to pedestrians etc. It was agreed that the Clerk should write to the resident.

The Clerk advised that the Annual Parish Meeting of Mildenhall Parish Council is to be held on 17th April 2018.

The 'Lark in the Park' event is to be held again in Mildenhall on Saturday 14th July 2018.

18/03/10 Parish Matters

(i) Update on New Community Notice Board for the Playing Field (FL)

Cllr. Lewis (FL) advised that the funding had been received and she would like to re-check the sizing of the board before ordering.

(ii) Update on Street Lighting Program Update & Quotes (PB)

The Clerk advised that the contract for the 4 Victorian Lamps had now been set up with K&M Lighting, as the previous year they had forgotten to add the works to the schedule. The Clerk has given them details of the light which is not working at present. Cllr. Boura advised by email that the solar lights had been ordered.

(iii) Maintenance of Assets

None.

(iv) Great British Spring Clean Update

The event had to be cancelled due to weather conditions. It is hoped to re-arrange the event for either 17th or 24th March, date to be confirmed once Cllr. Lewis (FL) has spoken with Ken Venus. Cllr. Lewis is to redo the posters once arranged.

Cllr. Dawson advised that the works on the A11 had turned up several tyres that needed disposing. Cllr. Harvey advised he had sent the report to Mark Walsh and was awaiting a response. It was suggested that the tyres be included in the collection from the litter pick when it is rearranged.

(v) To Consider a Concrete ramp/path from Field to Car Park (Quotes FL)

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Cllr. Lewis (FL) advised that the Village Hall Committee would be carrying out works to install a concrete path from the hall ramp to the car park. They would like the Parish Council to pay for the works to relay the paving slabs and lower the kerb from the field to the car park at a quoted cost of £295. (This is because the Parish Council is the owner of the field and that part of the car park). Cllr. Lewis (RL) proposed for the works and payment with 5 for, 1 against and 1 abstention.

Resolved 18/03/10.01

It was agreed to carry out works to relay the paving slabs and lower the kerb from the field to the car park, and to pay £295 for these works.

(vi) To Consider Signage and Turning Area 'Old Mill Lane'

Cllr. Dawson advised that a resident had raised an issue of vehicles parking and blocking the turning circle, so that when cars/lorries do go up there by mistake, they have to reverse down the road, which is quite dangerous. It was agreed that the Clerk would ask Highways if it is possible to erect a decent viewable sign saying 'Dead End' or 'No Through Road'. The Clerk is also to report the damaged bollard on Old Mill Lane.

18/03/11 Highways & Footpaths

(i) SID Update & Confirm March/April 2018 Rota

The rota of volunteers was agreed for March & April. Cllr. Harvey asked if the sign on Mildenhall Road could be reversed to catch speeding going out of the village on the bend. It was agreed that this would not be possible as the sign is not reversible on that post.

18/03/12 Finance & Policies

(i) Parish Council Bank Balances and Reconciliation from list of Payments and Receipts.

Cllr Dawson proposed approving these and it was agreed unanimously.

Resolved 18/03/12.01

The bank balances and reconciliation of payments and receipts were received and adopted and signed as such by the Chairman, Cllr. Dawson. The bank account balance as of 20th February 2018 is £23,501.12.

(ii) Cheques for signing and approval and to authorise payment of outstanding invoices.

The cheques were approved and signed by Cllr. A. Dawson and Cllr. A. Harji.

Resolved 18/03/12.02

Rainbow Club	Annual donation	674	£150.00
Good Neighbour Scheme	Annual donation	675	£150.00
St Mary's Church	Barton Miller advert	676	£10.00
Mrs. V Bright	Salary 1-6 March 2018	677	£51.35
Mrs V Bright	Mileage, expenses & extra hours	678	£57.64

(iii) Update on Account for Reserves

No update available

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(iv) GDPR Update

The Clerk advised that the DPO Centre had advised a price reduction to £600 for provision of Data Protection Officer. Cllr. Lewis (RL) advised he had attended the FHDC Parish Forum and a presentation had been given on the GDPR. He suggested that the Data the Parish Council holds is limited to Register of Interests, email and letter correspondence, Clerk & salary info. It was suggested that Data Protection templates could be used and that no DPO need be appointed. There is still no firm clarification or specific guidance being given to Parish Councils. It was suggested that on the next agenda be an item for Data Protection Procedure Plan Draft and confirm what Data the Parish Council holds.

18/03/13 Barton Miller Back Page to be agreed

It was agreed to include an update on the Affordable Housing and Homelink Registration and principal application process. Cllr. Dawson is to do the back page in Cllr. Boura's absence. The Clerk will draft a Parish Council submission to be included.

18/03/14 Councillors' reports and items for future agendas

(i) External meetings that Councillors may wish to report upon

None.

(ii) Councillors Reports

Cllr. Boura advised by email that; Peter Cumber had erected the signs at the playing field. The data for the SID would need to be downloaded again, as it was lost when her hard drive was replaced.

Football coaching: Monday was bright but cold, about 6 children attended. Tuesday was cold and damp/wet but at least 2 children turned up.

(iii) Items for future agenda's

- Football Coaching Dates May Half Term
- Draft GDPR Procedure/Plan & Confirm Data held
- Update on Account for Reserves
- Update on 'Old Mill Lane' Bollard and signage
- 'Great British Clean Up' Update
- Maintenance of Assets
- Street Lighting Update
- Community Notice Board Update (Playing Field)
- Play Area Inspections (Confirm West Suffolk Scheme)
- S.106 Monies Update (FHDC/Cllr. Harvey)
- 'Fiveways Farm' Update (FHDC / Forestry Commission)
- Affordable Housing Update

Meeting Closed at 9:38pm

Signed: *Annette Dawson*
Chair, Barton Mills Parish Council

Date: 3rd April 2018

***Next Parish Council Meeting 3rd April 2018 in the Village Hall**