

# **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 remotely on Tuesday 4<sup>th</sup> May 2021 at approximately 7:30pm  
following the Annual Parish Meeting at 7:00pm

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

**PLEASE NOTE THAT THE MEETING WILL NOW BE HELD REMOTELY.**

**MEMBERS OF THE PUBLIC ARE WELCOME TO JOIN THE MEETING VIA THE WEBSITE ZOOM. SIMPLY GO TO THE WEBSITE ZOOM, AND SELECT JOIN A MEETING, ENTER THE MEETING ID NUMBER, WHICH IS 826 0776 7614 IF YOU CANNOT ATTEND THE REMOTE MEETING, YOU CAN PROVIDE THE CLERK WITH ANY ISSUES YOU WISH TO RAISE OR COMMENTS ON AN AGENDA ITEM. THE CHAIRMAN WILL BRING THESE TO THE ATTENTION OF THE MEMBERS AT THE MEETING.**

### **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 Street Lighting (currently Cllr K. Fuller & Cllr A Harji)
- 6. Appointment of Responsible Financial Officer**
- 7. To approve the Accounts for the year ending 31st March 2021**
- 8. Approve Annual Governance Statement 2020/21 (Section 1)**
- 9. Approve Accounting Statements 2020/21 (Section 2)**
- 10. Review Effectiveness of Internal Audit Procedure & Appoint Internal Auditor for 2021/22**
- 11. Review of General Data Protection Policy (last amended May 2018, last reviewed July 2020)**
- 12. Review of Data Audit and Risk Management Policy (last amended September 2020)**
- 13. Review of Standing Orders (last amended September 2020)**
- 14. Review of Financial Regulations (last amended September 2020)**
- 15. Approve Internal Control Statement**
- 16. Review and adopt Parish Council Planning 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 6<sup>th</sup> April 2021.

### 4. Police reports

### 5. County and District Councillors report

### 6. Planning and Environment

#### General & For Consideration:

DC/21/0640/HH – detached double garage with new driveway at 60 The Street, Barton Mills, IP28 6AA

DC/21/0584/HH – detached double garage and bin store at Rose Forge, Worlington Road, Barton Mills, IP28 7DX

DC/21/0794/HH – two storey side extension and single storey rear extension at Tudor Lodge, Fiveways, Barton Mills, IP28 6AE

DC/21/0780/HH - a. single storey rear extension b. double garage with first floor studio above with balcony following demolition of existing garage c. alterations to existing access d. 1.8 metre fence and gates to front e. material changes to the existing dwelling to a render cream finish with a grey brick plinth at low level at The Willows, 36 Mildenhall Road, Barton Mills, IP28 6BD

#### Planning Appeals

DC/20/1063/HH – garage and vehicular driveway improvements at 60 The Street, Barton Mills, IP28 6AA

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

DC/21/0801/TCA - Trees in a conservation area notification - one Apple (T1 on plan) Fell at Street Farm House, 45 The Street, Barton Mills, IP28 6AA

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

DC/21/0490/FUL – change of use and conversion of forge (Sui Generis) to residential dwelling (class C3) at plot 1, Rose Forge, Worlington Road, Barton Mills. - *pending at 28.4.21*

DC/21/0381/HH - a) two storey side extension, b) first floor side extension at 57 Church Meadow, Barton Mills, IP28 6AR – *withdrawn/abandoned 9.4.21*

DC/21/0406/FUL - a. Re-location of cartlodge; b installation of boundary wall and install entrance gates at Barton Hall, The Street, Barton Mills, IP28 6AW. - *pending at 28.4.21*

DC/21/0407/LB - a. Re-location of cartlodge; b. installation of boundary wall and install entrance gates at Barton Hall, The Street, Barton Mills, IP28 6AW. - *pending at 28.4.21*

DC/20/2260/FUL - a. four dwellings with garages (following demolition of existing outbuilding) b. alterations and extensions to existing two dwellings to provide garage with room in roof and front porches c. new vehicular and pedestrian accesses at Development Site adjacent to 7 Church Lane, Barton Mills, Suffolk. - *pending at 28.4.21*

DC/19/2244/HH - Parish Re-Consultation Householder Planning Application - Detached single storey Outbuilding Brook House, The Street, Barton Mills, Suffolk, IP28 6AA. - *pending at 28.4.21*

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

None

### 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.

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Chairman: Mr N. Horne 07590 672963

## 9. Parish Matters

1. Update on exception site at Newmarket Road update
2. Maintenance of Assets
  - A - Lighting, including receiving quotes for new units
  - B - Play park, including goal part replacement
  - C - Litter bins, agree whether more and/or bigger litter bins are purchased for the village
3. SID Rota
4. Update on request to tidy islands at Chestnut Close including sign and bench license
5. Litter issues update including Great British Spring Clean
6. Social media
7. Request for memorial bench on playing field
8. Speeding issues in the village update
9. Mallard's bridge
10. Meetings taking place in village hall
11. Unoccupied house update

## 10. Finance & Policies

1. Parish Council Bank Balances and Reconciliation from list of Payments and Receipts
2. Approve and authorise payment of invoices
3. Amend 2021/22 budget in line with 2020/21 reserves carried forward

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

## 12. Barton Miller

## 13. Items for future agendas

Next meeting: 1<sup>st</sup> June 2021



J. Coe Clerk