

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 remotely via Zoom on Tuesday 1st September 2020 at 7:30pm

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

20/09/01 Accept and receive apologies for absence

Cllr G Flack was not present as he has resigned.

20/09/02 Declarations of members interests

None

20/09/03 Minutes

The minutes of the Parish Council Meetings dated 7th July 2020 were proposed as a true record of the meeting held.

20/09/04 Police reports

The clerk reported she had received no official police reports.

Cllr Lewis reported that there had been a racist graffiti spray painted on the Pancake and Waffle Shack and that the police were treating this as a hate crime.

The clerk agreed to request an update on this from the police. (JC)

20/09/05 County and District Councillors report

Cllr Harvey reported on the new local plan and issues of flooding in Bell Lane.

Cllr Busutil was not in attendance and had not provided a report.

20/09/06 Planning and Environment

General & For Consideration:

None

Tree Applications (for information only):

None

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

DC/20/1216/HH - 1 no. front porch at 10 Bell Lane, Barton Mills, IP28 6AJ

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*

20/09/07 Clerk's Report & Matters Arising from the Minutes of the Last Meeting (For Info Only)

The clerk reported that Mildenhall Youth FC under 9s and Barton Mills WI had requested to use the playing field and that they had returned the completed the Playing Field usage form.

The WI intend to use the field on the afternoon of 8th September and Mildenhall Youth FC under 9s on a Wednesday evening until October.

The clerk reported Barton Mills Football Club raised £300 from the bank holiday car boot sale and have asked whether the Parish Council still require 10% of the money raised.

Cllr Lewis proposed to not ask Barton Mills Football Club for 10% of the funds raised, this was seconded by Cllr Horne, the proposal was then carried following a unanimous vote.

20/09/08 Correspondence

None of relevance

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20/09/09 Parish Matters

20/09/09.1 Exception site on Newmarket Road update

It was reported that there had been no update from Havebury Homes.

Cllr Lewis reported that the Parish Council views on the draft site plan had not yet been submitted to Havebury Homes as there had been a misunderstanding whether the Parish Council would want the homes closest to Newmarket Road to be facing Newmarket Road or into the new road.

The majority felt that the homes should face towards the new road and that the Parish Council could request additional landscaping or a brick wall between the gardens and Newmarket Road.

It was agreed that Cllr Lewis and Cllr Mullender would mark up the site plan to show the preferred site arrangement.

It was also agreed that the Parish Council would consider requesting a speed reduction on the road when the application is entered and open to consultation.

20/09/09.2 Maintenance of Assets

a) Lighting

It was reported Unit 102 in Manor View was still not working, which was the unit that SCC had reported was damaged by tree surgeons. This was an assumption made by Suffolk County Council not factual.

K & M Lighting have quoted for a new LED lantern at a cost of £220 plus VAT.

A quote was requested from Pearce and Kemp but they have not yet provided a quote.

It was proposed to accept the quote from K & M Lighting to repair unit 102, the proposal was carried following a unanimous vote. (JC)

It was also agreed that the clerk would determine how much is budgeted for new street lights and report on this via email and at the next meeting. (JC)

b) Playpark

Cllr Horne reported on the monthly playpark inspection report. It was agreed Cllr Horne would obtain quotes to repair items that required repairing. (NH)

Cllr Horne also agreed to contact the Burrell Trust to see if there was possible funding available. (NH)

c) Other

-It was reported that the volunteer who replaces the dog waste bags in the dispensers required more stock. 4000 bags were purchased in February 2020 at a net cost of £64.30 and this cost remained the same at date.

It was proposed and agreed to purchase an additional 4000 bags. (JC)

-Cllr Horne reported that a new basketball net was required. It was proposed and agreed to purchase 3 replacement nets from Mark Harrod at a cost of £3.20 net each, and a delivery charge of £7.20 per order. (JC)

-A lady had contacted the Parish Council stating she had drove into a post at the Peace Garden causing damage and that she could claim on her insurance if needed.

The clerk agreed to obtain three quotes to repair the post. (JC)

20/09/09.3 Substation update

It was reported that the final correct agreement has not yet been received, as there was an error in regards to the upfront cost of the land.

20/09/09.4 Covid-19 update and issues in the Parish

The councillors discussed the possibility of holding future meetings in the Village Hall face to face rather than remotely. It was agreed that the councillors should agree this via email each month as the government guidance is constantly changing.

20/09/09.5 SID Rota

The rota was agreed until October 2020.

20/09/09.6 Request to tidy islands at Chestnut Close

A parishioner has offered to make a donation towards the cost of brightening up the islands which are part of Trego House.

It was agreed that the clerk should contact the land owner and ask whether they would consider allowing the Parish Council to tidy up the areas and possibly place a new Barton Mills sign on the land. (JC)

20/09/09.7 Great British Clean Up

It was agreed that the clerk would contact West Suffolk Council and enquire about equipment hire, and dependant on equipment availability then a date could be arranged and publicised accordingly. (JC)

20/09/09.8 Request to contribute funds to repair bridge in Mildenhall

Suffolk County Council contacted the Parish Council asking if the Parish Council would consider making a financial contribution towards the cost of the Old Lock Bridge on path 30 in Mildenhall.

It was agreed that the clerk would enquire whether Mildenhall Town Council were intending towards contribute to the cost. (JC)

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It was also agreed to inform residents that the bridge is not in use via the Barton Miller. (JB)

20/09/09.9 Use of public land in the village

The use of the land by the A11 owned by the Highways Agency was discussed, and it was agreed that no action was to be taken.

20/09/09.10 Agree and sign Allotment land rent lease between the Parish Council and Suffolk County Council

The lease was approved and agreed for signing. (JC/NH)

20/09/10 Finance & Policies

20/09/10.1 Parish Council Bank Balances and Reconciliation from list of Payments and Receipts

The clerk reported that the bank was reconciled to 4th August when the last paper statements were received, at this date £2,346.24 was held in the current account and £33,180.60 in the deposit account.

The clerk confirmed she would transfer £1,000 from the deposit account to the current account, to ensure adequate funds remain following payment of invoices.

20/09/10.2 Approve and authorise payment of invoices.

Cllr Harji proposed to approve the following invoices for payment, the proposal was carried after a vote of 6 in agreement and one abstention.

| <u>Date</u> | <u>Pavee</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Gross</u> |
|-------------|------------------|-------------------------|------------|------------|--------------|
| 31-Jul | J Coe | Salary | 237.48 | 0.00 | 237.48 |
| 31-Jul | J Coe | Clerk expenses | 29.44 | 0.00 | 29.44 |
| 31-Aug | J Coe | Salary | 237.68 | 0.00 | 237.68 |
| 31-Aug | J Coe | Clerk expenses | 30.84 | 0.00 | 30.84 |
| 20-Jul | S Limmer | Gardening | 25.00 | 0.00 | 25.00 |
| 05-Aug | RH Landscapes | Grass cutting June/July | 950.00 | 190.00 | 1,140.00 |
| 07-Aug | RH Landscapes | Hedge cutting | 100.00 | 20.00 | 120.00 |
| 03-Aug | AIM Pest Control | Pest Control | 100.00 | 0.00 | 100.00 |
| 01-Sep | Robert Lewis | Barton Miller printing | 26.16 | 0.00 | £26.16 |

20/09/10.3 Agree process to pay current month invoices

It was agreed that the clerk would prepare the cheques before handing to Cllr Lewis for signing, before passing to Cllr Mullender for signing and sending to the supplier. (JC/RL/SM)

20/09/10.4 Review and approve updated Data Audit and Risk Management Policy

It was resolved to approve the updated Data Audit and Risk Management Policy following a unanimous vote.

20/09/10.5 Review and approve updated Financial Risk Statement

It was resolved to approve the updated Financial Risk Statement following a unanimous vote.

20/09/10.6 Review and approve updated Standing Orders

It was resolved to approve the updated Standing Orders following a unanimous vote.

20/09/10.7 Review and approve updated Financial Regulations

It was resolved to approve the updated Financial Regulations following a unanimous vote.

20/09/11 Parish Councillors reports (for information only)

Following the confirmation that Cllr Flack had now resigned the clerk would inform West Suffolk Council. (JC)

20/09/12 Items for future agendas

Remembrance Sunday

Local Plan

Substation

New Barton Mills Sign

Newmarket Road Speeding issues

Restructure of the river lark

Zoom membership

Bridge repairs in Mildenhall

Plan to fill councillor vacancy

It was confirmed that the next meeting would be held on Tuesday 6th October 2020

The meeting closed at 21:20

J.Coe

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J. Coe Clerk

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