

Barton Mills Parish Council

Clerk to the Council:

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Chairman: Mr R Lewis
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Minutes of the Meeting of Barton Mills Parish Council

Held in the Village Hall on Friday 20th April 2012 at 7.00 pm.

Attendance: Cllr Robert Lewis (Chairman)
Cllr Amin Harji (Vice Chairman)
Cllr Pamela Boura
Cllr Steve Mullender
Cllr Charlie Peachey
County Cllr Stephen Frost
District Cllr Tim Huggan
PCSO Dawn Rowan, PCSO Joanne Hook
James Bercovici (Clerk)

0. Opportunity for members of the Public to speak (3 minute limit, not statutory part of meeting).

1. Courtesies. Apologies and Signing of the Register. Declarations of Interest.

Apologies: Cllrs Harris, Flack and F Lewis

2. Police Matters

PCSO Rowan introduced the new PCSO for Barton Mills (also Red Lodge, Freckenham, Worlington and Herringswell), Joanne Hook who advised the council that there had been five thefts from motor vehicles and one theft of a motor vehicle since the previous meeting. She confirmed that the thefts were linked. Cllr R Lewis said the council would confirm the dates of upcoming events such as the Jubilee, solstice and torch weekend. He thanked PCSO Rowan. Cllr Mullender received confirmation that Bridge Farm is included within Barton Mills for policing purposes.

3. Minutes of the meeting held on 9th March 2012

Cllr Boura proposed agreeing the minutes: all in favour.

4. Matters arising and pending

a. Cooption – Cllr Boura proposed co-opting Kay Blanchard: all in favour.

The meeting was adjourned for councillors to look at possible sitings for the Jubilee tree.

b. Affordable housing. The Clerk had asked Hastoe for an update which was received in advance of the meeting and distributed to councillors. Cllr R Lewis observed that the changes previously requested had been made. Cllr Boura thought the revised plans promising and proposed asking Hastoe to proceed with the scheme including applying for planning permission: all in favour.

The Clerk was asked to request brick samples in advance of the May meeting and to pass them on to Pippa Poitras so neighbouring residents could look at them.

Cllr R Lewis asked the Clerk to request a timescale and to ascertain at what stage the selection criteria would begin. Cllr Boura thought the criteria would be part of the planning application. Cllr Harji suggested asking Annette Dawson for advice.

c. Village Green re-levelling. John Brown (of John Brown Landscapes) has advised that the job is too big for him but he estimates the cost of the work to be done at around £2,200. This compared with the existing quote of £680 but the Clerk suggested this should be confirmed, in particular he was concerned to ensure it was quoting for the same work. Cllr F Lewis advised the Burrel Trust may be able to help with this work. Cllr R Lewis suggested asking Tilbrooks for a quote. Cllr Harris asked about the timing of the work given the plans for the Jubilee weekend. Cllr Mullender proposed the Clerk accepts the best quote up to £1000 for work to start as soon as possible: all in favour.

Tom Duchesne has looked again at this with Cllr Peachey; the Clerk said he would follow this up.

5. Diamond Jubilee 2012. Two meetings have been held since the last Parish Council meeting. Cllr R Lewis had prepared a report which was distributed to councillors at the meeting. There was a proposal to erect a large tree as a memorial and it was suggested that County Cllr Frost be approached for a donation from his locality budget for this. Cllr Peachey thought the tree would need to be on council-owned land and various locations were discussed. Cllr F Lewis said it would be good to have a seat around the tree. Cllr Harris thought the Clerk should apply for a grant to include this; County Cllr Frost has approved this from his locality budget. Cllr Peachey has looked into the type of tree wanted. Notes from the most recent meeting of the working group distributed with the agenda. Finances to be approved by the Parish Council.

Cllr R Lewis said he was pleased that each event has its own organisers. He said the Parish Council needs to approve the budget as, without income, the weekend would cost around £700 more than the council's current commitment. He said it was hoped the shortfall would be met by sales of raffle tickets. He said that if the council agrees to underwrite the balance, the Clerk could issue payments as needed.

Cllr R Lewis said that if there is any surplus it should be for the Parish Council, not the Jubilee committee to decide what happens to it. He advised the next meeting was on Monday 23rd April at 7.30pm.

District Cllr Huggan advised checking whether the barbecue would be permitted if the drought continues.

Cllr R Lewis said Cllr Peachey had selected a copper beech tree and the Clerk had applied to the county councillor for a grant for the tree and a bench from his locality budget. Cllr Peachey thought it would be better to leave the seat until the tree is established and said a tree guard is needed. Cllr R Lewis thought it would be necessary to get one at least four feet high in black wrought iron to allow for a tree already six feet tall. Cllr Boura said the Woodland Trust is compiling a register of trees planted for the Jubilee and is selling Royal Oak sapling (20-40cm high) for £30.

Cllr R Lewis suggested the location of the tree between the two walkways into the field, eight metres into the field. He acknowledged that whichever position is chosen, it will be unpopular with some residents but felt the far corner of the field less visible and useful and alongside the play equipment too close to the road. Cllr Boura proposed agreeing the site suggested by Cllr R Lewis: all in favour.

6. Play equipment. The Clerk had been asked to write to the insurers stating that the usual repairman for minor repairs is John Squire who has a maintenance background and that the Parish Council has the manuals for the equipment. The underwriter has confirmed he is happy for John Squire to carry out basic maintenance on the play equipment as long as he is competent and carries out a risk assessment each time he undertakes a task. He will be acting under the Parish Council's control and therefore the council must be happy he can carry out the work to an acceptable standard.

Cllr R Lewis had proposed that Cllr Boura undertakes a risk assessment and effects the repairs as deemed necessary: all in favour. The work on the damaged safety surface near the climbing frame has now been completed.

Cllr Boura asked the Clerk to ascertain whether the insurer has a generic risk assessment form that can be used.

7. Spring Clean – Several people turned up to help and 12 bags of rubbish were collected, mainly from Newmarket Road. Some volunteers will also be cleaning the information boards. The helpers reported large quantities of rubbish (too much for them to deal with) near Nigel Waring's car boot sale field and requested that the PC take up this matter. The Clerk was asked to write a friendly letter.

8. Dog fouling – a Dog Control Order (DCO) can, *inter alia*, make it an offence to permit a dog to foul in a public place with a maximum fine of £1,000 or a fixed penalty may be stipulated. A local council can make a DCO.

Cllr Mullender asked if it would be the police who would enforce this. Cllr Boura said the matter had been brought up with the police at the last meeting. Cllr R Lewis suggested notices around the green to act as a deterrent and asked the Clerk to investigate further for the next meeting.

9. Village of the Year competition – Cllr Boura had agreed to look at the forms and make suggestions before passing it on for others to look at. She said she would email her draft to the Clerk, Cllr F Lewis and others.

10. Street lighting - three of the new lights have been connected but the work took longer than UKPN expected and they didn't have time to connect the fourth light. A date when the work will be completed is still awaited.

11. Annual Parish Meeting – agenda. It was suggested that affordable housing could be included and that Isobel Wright and Flagship should be invited to attend. Cllr R Lewis said he would speak with Flagship.

12. **Reports from the District and County Councillors**

- a. District Cllr Huggan handed out his report (filed with the minutes).
- b. County Cllr Frost said the locality budget grant had been approved and asked if Barton Mills was aware of the proposed Herringswell Road Closure. Cllr R Lewis enquired about the re-surfacing in Barton Mills which was patchwork. He also said there is a hedge along Station Road which needs trimming. He thanked Cllr Frost for the locality budget grant and said the tree would be planted on Tuesday 24th April. Cllr Boura said a brass plate would be required. Cllr R Lewis also asked Cllr Frost to investigate the rubbish in the ditches near the field by the A11. Cllr Peachey asked if the road sign for Barton Mills on the A11 was the county council's responsibility as it obscures the oncoming traffic. Cllr Boura advised this is a Highways Agency matter. The Clerk agreed to look into this.

13. **Finance - Standard Payments for approval (inc. VAT)**

- a. £264.00 J Bercovici (clerk's net salary, March 2012) – chq. 1174
- b. £66.00 HMRC (PAYE, March 2012) – chq. 1175 (£198)
- c. £23.12 J Bercovici (clerk's expenses March 2012) – chq. 1174

Special payments for approval (inc. VAT)

- d. £100 KBIT Services (website hosting, year to March 2012) – chq. 1176
- e. £303 SALC (subscription 2012/13) – chq. 1177
- f. £3382.43 Suffolk CC (re-issue of cheque mislaid by SCC) – chq. 1178*

Cllr Boura proposed agreeing all payments: all in favour.

Cllr R Lewis asked at this point if councillors are happy to ask Cllr Frost to unveil the Jubilee tree.

* The original cheque was subsequently located by SCC and this one destroyed by the Clerk.

7. **Planning.**

Note - *ITALICS: Parish Council comments passed to Forest Heath DC.* **Bold: Forest Heath DC decision**

General and for consideration:

Awaiting Forest Heath decisions and pending appeals.

Decisions

- a. F/2011/0762/FUL Plot 4A and 4B Bell Lane – erection of two linked cottages, garaging, parking, access road and associated site works (Departure from the Development Plan) *Cllr Boura proposed objecting on grounds of over-development of the site: one in favour, five against. Cllr Mullender proposed no objections: five in favour, one against.* **APPROVED with conditions**

8. **Correspondence (including emails)**

Standard items

- a. Forest Heath DC agendas/minutes (available at forest-heath.gov.uk).

Special items

9. **Any other business (with consent of the Chairman)**

- a. Emergency planning. Cllr Boura asked if this could be included in the agenda for the June meeting.

10. **Date of next meeting:** 11th May 2012 followed at 8pm by the Annual Parish Meeting.