

Barton Mills Parish Council

Clerk to the Council:

James Bercovici
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Clerk: James Bercovici
Home (01638) 510803

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

Held in the Village Hall on Friday 11th May 2012 at 7.00 pm.

Attendance: Cllr Robert Lewis (Chairman)
Cllr Amin Harji (Vice Chairman)
Cllr Pamela Boura
Cllr Garry Flack
Cllr Tim Harris
Cllr Frances Lewis
Cllr Steve Mullender
Cllr Charlie Peachey
County Cllr Stephen Frost
PCSO Dawn Rowan
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: PCSO Joanne Hook, Cllr Kay Blanchard (received after the meeting)
Declarations: Cllr R. Lewis (9a)

2. Police Matters

PCSO Rowan outlined all crimes for the year to 30th April in contrast to the previous year. There were 21 crimes in the village itself (down from 42 in the previous year although 16 of these were linked) whilst A11 crimes rose from 34 to 51, thought largely due to the increase in fuel prices leading to crimes of making off without payment.

3. Election of Chairman for the coming year

Cllr Peachey proposed Cllr R Lewis: all in favour.

4. Election of other officers and representatives

Vice Chairman Cllr F Lewis proposed Cllr Harji: all in favour

The following three elections were proposed together by Cllr Boura: all in favour

Barton Mills Allotments Association Cllr Peachey

SALC Cllr F. Lewis

Lark Valley Cllr Cllr F. Lewis

Village Hall Management Committee Cllr Mullender suggested he stands down from this as he is not always able to attend meetings. It was agreed to hold this back to the next meeting.

Responsible Financial Officer Cllr Boura proposed the Clerk, James Bercovici: all in favour.

Councillors with responsibility for finance Cllr Peachey proposed Cllrs Boura and Harji: all in favour.

Cllr Peachey proposed the following two appointments: all in favour

Councillor with responsible for Planning Cllr Boura

Councillor with responsible for Inspection of Play Equipment Cllr Boura

5. Minutes of the meeting held on 20th April 2012

Cllr Boura proposed agreeing the minutes: all in favour (Cllr F Lewis abstained as she had been absent).

6. Matters arising and pending

a. 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.

The Clerk advised that Isobel Wright had sent her apologies but was unable to attend the meeting. She had advised that Hastoe expects to submit the application for planning permission in July. Whilst the scheme is in for planning they would tender to find a contractor. It is anticipated that approval would take 12 weeks so work could commence in October, depending on planning. Hastoe anticipates a 12 month build period. The allocations process would start about 4months before the completion of the scheme.

- b. 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. He said he had written as emails had bounced back.

- c. Diamond Jubilee 2012. At the previous meeting, the Parish Council had agreed to underwrite the full cost of the weekend on the understanding that any surplus would come back to the Parish Council for it to decide what to do with it.

To commemorate the event, 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 which had been granted. Cllr Peachey had said he thought it would be better to leave the seat until the tree is established and said a tree guard is needed which has been purchased and installed by Cllrs Peachey and Flack. Cllr Peachey suggested deferring discussion about the seat until November. Cllr R Lewis asked the Clerk to contact Cllr Frost about the unveiling.

Ninety medals have been purchased and received (handed to Cllr Peachey).

- d. Play equipment. Cllr Boura had asked the Clerk to ascertain whether the insurer has a generic risk assessment form that can be used; these are being sent. Cllr Boura said she would be attending Health & Safety training the following week.
- e. Dog fouling – the Environment Officer at FHDC does not recommend Dog Control Orders particularly considering a better option under the Fouling of Land Act 1996 to erect signs threatening a fixed penalty of £80 (with a maximum penalty of £1000 if it goes to court). Alongside this, he can issue warning letters to suspects which, he says is the most effective. He has provided five signs which can be erected around the green to make this clear and invite residents to report suspects to FHDC. Cllr Boura proposed locations for the signs and asked the Clerk to pass them to her. Cllr Flack asked if more dog-fouling bins could be erected around the green.
- f. 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.

7. Reports from the County Councillor

- a. County Cllr Frost said he had little to report as there had been no main meetings since the last Parish Council meeting.

8. Finance - Standard Payments for approval (inc. VAT)

- a. £272.00 J Bercovici (clerk's net salary, April 2012) – chq. 1182
 - b. £68.00 HMRC (PAYE, April 2012) – chq.
 - c. £21.62 J Bercovici (clerk's expenses April 2012) – chq. 1182
- Cllr Boura proposed the above payments: all in favour.

Special payments for approval (inc. VAT)

- d. £161.60 Riverside Print Services (2 invoices re. Jubilee) – chq. 1183
- e. £66.00 NSALG (subscription) – chq. 1184
- f. £153.84 Rainbow Playgroup (donation*) – chq. 1185
- g. £173.98 Hedge Nursery (tree guard – payable to the Clerk) – chq. 1182
- h. £150 Old Parsonage Garden Services (April 2012) – chq. 1186
- i. £67.50 BMVH (hall hire – January-March) – chq. 1187

Payments made since last meeting (re Diamond Jubilee)

- j. £357.60 Barcham Trees – chq. 1179
 - k. £444 David Traher (screen hire and instalment for band) – chq. 1180
 - l. £456 Midsummer Music (balance for band) – chq. 1181
- Cllr Boura proposed the above payments: all in favour.

Receipts

- m. £9,367.50 FHDC (precept, first instalment)
- n. £1557.60 Suffolk CC (locality budget grant)
- o. £18.20 Rainbow Playgroup *
- p. £132 assorted receipts for Jubilee medals (£100 cheques, £32 cash)

* The donation to the Playgroup is £110 plus VAT but their purchase was for £128.20 plus VAT so a cheque for the balance has been received by the Parish Council.

Finance - other

- q. 2011/2012 accounts and appointment of internal auditor. Sections 1 and 2 of the Annual Return must be reviewed by the councillors at the May meeting. The council accepts the accounting statements and submit these to audit, signed by the RFO and chairman as approved. The council resolved to answer Yes to all questions in Section 2, the annual governance statement, and sign this as approved by the clerk and chairman.

9. Planning.

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

General and for consideration:

- a. F/2012/0245/HOU 60 The Street – erection of detached double garage with Media Room/Gym over. Cllr Boura could see no grounds to object although she said she would prefer different windows. Cllr Mullender said he understood the planners had insisted on the windows on the current plans. *Cllr Boura proposed no objection in principle but added the comment that the windows should be changed to match the rest of the house. All in favour.*

Awaiting Forest Heath decisions and pending appeals.

Decisions

10. Correspondence (including emails)

Standard items

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

Special items

11. Any other business (with consent of the Chairman)

- a. Cllr Boura pointed out what she thought is a dead tree on the edge of the car park. It was agreed to monitor this and look again at the June meeting.
- b. A11 noise. The Clerk said he would chase up the Highways Agency about this.
- c. Newmarket Road, old layby outside Barton House. Cllr R Lewis requested the Clerk to ask Suffolk Highways about the rubbish accumulating there.
- d. Nigel Warin's field. Cllr R Lewis was concerned that gypsies could move in as the gate had been left open. He asked the Clerk to write to Mr Warin about this.

12. Date of next meeting: 8th June 2012.