

Barton Mills Parish Council

Clerk to the Council:

James Bercovici
Barton Coach House
The Street
Barton Mills
Bury St Edmunds
Suffolk
IP28 6AA

Clerk: James Bercovici
Home (01638) 510803

Chairman: Mr R Lewis
Home (01638) 713363

Minutes of the Meeting of Barton Mills Parish Council

Held in the Church Room on Friday 18th January 2013 at 7.00 pm.

Attendance: Cllr Robert Lewis (Chairman)
Cllr Kay Blanchard
Cllr Pamela Boura
Cllr Garry Flack
Cllr Tim Harris
Cllr Frances Lewis
Cllr Steve Mullender
Cllr Charlie Peachey
PCSO Helen Self
James Bercovici (Clerk)

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

None present

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

Apologies: Cllr Amin Harji

Declaration: Cllr F Lewis (in respect of the Barton Miller)

2. Police Matters

PCSO Self reported 12 crimes since 1st December of which seven were on the A11. The remaining five were thefts from vehicles, most of which occurred on 16th December. The perpetrators were caught by the home owner. She advised there would be a new PCSO covering the parish from 28th January.

3. Minutes of the meeting held on 14th December 2012

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

4. Matters arising and pending

a. Parking – Cllr F Lewis suggests a light should be installed over the gates into the field and a notice to indicate extra parking spaces. Cllr Boura said £2,000 had been budgeted this year. Cllr R Lewis asked what sort of light was wanted. After some discussion it was agreed to investigate solar lighting to illuminate a sign and the Clerk was asked to obtain a price for a sign installed reading "Overflow car parking through gate". He has made an enquiry with H Signs but not yet received a quote. Cllr Flack thought this project a waste of time. Cllr F Lewis outlined the original plan. Cllr Flack asked if there had been any progress with the football club light. Cllr Harris asked if tree pruning would reduce the loss of light from other streetlights. Cllr Peachey agreed and Cllr R Lewis asked the Clerk to obtain quotes. The groundsman has quoted £360 either to fell the tree or for crown reduction. Cllr Peachey thought this expensive; the Clerk agreed to obtain more quotes. Cllr Boura felt the tree needs to be felled as it is in the direct line between the gate and the lamp post. Cllr Flack thought it was costing a lot of money. Cllr R Lewis suggested councillors could look at the gate and trees to make the best suggestions for the next meeting. In respect of the extended parking area, Cllr Boura said she could check the pricing for the matting in case it was needed at a later stage. Cllr Flack enquired about residents parking on Grange Lane on the grass opposite the field but was advised this is not parish council-owned land.

Cllr Boura has looked at all the trees at the playing field and does not think any are in need of crown lifting. One adjacent to Grange Lane and several on the Mildenhall Road side are growing shrubby growth from the bottom of the trunk which needs to be removed. Some of the trees adjacent to the car park and on the opposite side of the field need ivy removing. This work would be suitable for the groundsman and doesn't require a tree surgeon. Cllr Boura estimated the work would cost around £500.

Cllr R Lewis had looked into signs and solar lights and found they should not cost in excess of £100. Cllr Boura said the positioning needed be decided; Cllr F Lewis said the right-hand gate needs a bolt to fix it to the ground when open. The Clerk has raised this with John Squire. Cllr F Lewis proposed obtaining a

sign up to one metre in width: all in favour except Cllr Flack (abstained). The Clerk has obtained a quote for the sign (post and installation not included) from Neil Horne for £30 which has been accepted.

Cllr Flack said the corner of the car park is flooding again. Cllr R Lewis thought a soakaway and drain were needed. Cllr Harji suggested asking County Cllr Frost for a locality grant. The Clerk was asked to obtain quotes for this work and to proceed if the cost does not exceed £250 plus any locality grant he can obtain.

- b. Website - The Clerk has investigated the OneSuffolk option and done some preliminary work to transfer to this free software. It should be noted that, as the OneSuffolk software develops, the parish website will be able to upgrade. Cllr R Lewis said another group meeting was required. The Clerk said he would liaise with Cllr Harris. Cllr R Lewis asked Cllr Harris when a meeting would work for him.

The Village Hall committee has agreed to host a banner in the window publicising the website and the Clerk has obtained an agreement in principle from the Barton Miller editor to let the website feature on the back page each month (although it will take a few issues to move things around to accommodate this). The Barton Miller editor has advised that this has been agreed but requested that the Parish Council provides all the paper for the magazine; she advises that this would require around 41,600 sheets (10 issues of 8 sheets, 520 copies) which equates to 17 boxes per year. The total contribution to the Barton Miller would need to increase to around £170-£200 ex VAT per year. Cllr F Lewis declared an interest. The Clerk has obtained a quote for colour printing of the cover of the Barton Miller: £550 per annum (Riverside Press). As an alternative, the Clerk agreed to investigate purchasing a dedicated printer and to provide an estimate of costs.

Cllr R Lewis asked if councillors wanted a colour cover of the Barton Miller. He was aware that some thought the occasional one-off had a greater impact. He asked how much it would cost but went on to discuss the Barton Miller's finances, suggesting that profits were around £1800 per year in which case it could be said that the parish council has been making a contribution to church funds. He said he would like to see a colour cover but thought the Barton Milelr had enough funds; Cllr Peachey agreed. Cllr F Lewis countered that this year the Barton Miller income had been around £1700 with profits closer to £1000. She said the parish council page should cost £100 per year but paper is provided instead. Cllr R Lewis said it is not clear the publication is raising money for the church. Cllr Peachey said it was originally a vehicle for advertising village events. He said it was not originally a profit making concern. Cllr R Lewis asked if, for example, the village hall pays for entries. Cllr Boura said most organisations pay for regular entries. However, she pointed out the parish council has limited resources so if the Barton Miller has an income of almost £2000, the parish council so not have to pay for its page. Cllr Harris said that must be up to the church as it is their publication. He expressed concern about the risk of destroying the relationship between the two organisations. Cllr F Lewis asked what the parish council would contribute for the back page; she said a commercial enterprise would not be queried this way. Cllr Harris pointed out this is a village institution so the church could give ground on this. He suggested a one-off colour cover could be paid for by the parish council and that the church could be clearer about its finances.

Cllr R Lewis summed up: does the parish council want the back page to promote the website? Would it prefer a colour cover? Does it want to ask the church to clarify where the profits go? He proposed that the parish council does want the back page: all in favour. Cllr F Lewis then asked if the parish council is prepared to pay for it. It was discussed that if the printing is undertaken professionally it would cost around £550 per year; a little over half that if the parish council buys a printer. Cllr Boura suggested an alternative: use colour paper for the cover instead. Cllr F Lewis said this idea had been rejected at the December meeting. Cllr R Lewis proposed asking the Barton Miller to agree to a colour cover with a cost sharing arrangement. Cllr Mullender thought it better to put forward some actual figures and proposed that the parish council could offer to print the cover in return for having the back page. This was agreed.

- e. Recycling bins - request from Salvation Army to install a clothes recycling bin next to the other recycling bins. Cllr F Lewis thought there are enough recycling bins already and pointed out there is a clothes bin in Mildenhall. Cllrs Flack and R Lewis thought a three month trial would be appropriate although Cllr Flack expressed concern about the size of the bin. Cllr Mullender was also concerned whether it would be a fire hazard. Cllr F Lewis said it would need to be located by the glass recycling bins. It was agreed to defer a decision to the next meeting once the Clerk had obtained more information.

There are three sizes of bins: 1250mm wide x 1000mm deep x 1664mm to 1999mm high (holds about 200 kilos). They are difficult to vandalise and they are emptied regularly. If the parish council decided to discontinue with the bin, it would be removed within 48 hours.

Cllr Boura asked if there would be any demand. Cllr Peachey thought a three month trial seemed fair. This was agreed.

- f. Parish Forum. Cllr R Lewis hopes to attend the next meeting. Cllr Boura thought he had read too much into the report that had been distributed. Cllr R Lewis said ideas had been taken out of context.
- g. Leisure facilities – Cllr Boura attended a meeting at FHDC on "Open Spaces and Playing Fields". She reported that the Community Levy (replacing s106) would mean that all new developments will contribute to leisure facilities. She advised that Barton Mills is in the middle zone and that all such villages had to put forward projects which Forest Heath DC would then prioritise. She suggested making this an agenda item for the next meeting. Cllr Harris asked if the village hall would be eligible for funding.
- h. Emergency Planning - Community Resilience Exercise: meeting on 20th March in Bury designed to increase awareness of how the community could function during an incident, and to test the viability of an emergency plan.

5. Reports from the County and District Councillors

Not present

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

- a. £272.00 J Bercovici (clerk's net salary, November 2012) – chq. 1220
 - b. £68.00 HMRC (PAYE, December 2012) – chq. 1221 (£204 October-December)
 - c. £25.12 J Bercovici (clerk's expenses October 2012) - chq. 1220
- Cllr Peachey proposed agreeing the standard payments: all in favour.

Special payments for approval (inc. VAT)

- d. £3,622.68 Suffolk CC (street light maintenance and energy to 31st March 2013) - chq. 1221
- Cllr Boura proposed agreeing the special payment: all in favour.

Receipts

Other

- e. Budget and Precept for 2013/14. The Clerk outlined the committee's proposal. Cllr Mullender proposed adopting the budget and requesting a precept of £18,532.14: all in favour

7. Planning.

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

General and for consideration:

- a. F/2012/0757/HOU 43 Church Meadow - erection of single storey front and side extension. Cllr Boura outlined the plans. *Cllr Harris proposed no objections: all in favour.*
- b. F/2012/0758/LBC The Grange - removal of unsafe lean to, alterations to two windows and associated minor works in connection with refurbishing the kitchen area. Cllr Boura said the Historic Buildings Officer will raise any concerns but thought there is no need for the parish council to be concerned. Cllr R Lewis thought there is no need to comment. Cllr Mullender agreed this should be left to the HBO.
- c. F/2012/0784/HOU 15 Church Lane Close - erection of two storey side extension. Cllr Boura outlined the plans. *Cllr Flack proposed no objections: all in favour.*

Awaiting Forest Heath decisions and pending appeals.

- d. F/2012/0544/FUL Land at Church Lane – erection of 6 No. affordable houses with new vehicular access and landscaping (Departure from the Development Plan), as amended by plans received on 01/11/2012. [See also below]. Cllr Boura said the changes did not incorporate the amendment required. Cllr R Lewis suggested resubmitting the previous views. He said he had asked the Clerk to seek clarification of the selection procedure which he had received; Cllr R Lewis outlined the intention for the Parish Council to be involved in determining the selection criteria but not in considering individual applications.

Previously: *Cllr Boura proposed no objection subject to a small amendment that the footpath be extended across all the houses to the driveway to enhance the visitor parking access to the front of all the houses: all in favour.*

Cllr F Lewis asked when publicity would go out for possible residents. Cllr Boura thought the criteria for conditions and procedures for who should be awarded the properties should be set out in the application; the Clerk said he would seek clarification on this. Cllr R Lewis thought the right balance had been struck between shared ownership (two properties) and rental properties (four).

- e. F/2012/ - Use of storage building for the relocation of chalk processing plant including revised layout and modification to the building to accommodate chimney: consultation on planning application which will be determined by Suffolk County Council. Cllr Boura thought there was no problem with this.

Forest Heath Decisions

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

- a. Jubilee bench. The Clerk advised this would be delivered on 29th January.
- b. A11 traffic management report. The Clerk advised that he was receiving updates.
- c. Footpath flooding. Cllr Harris said this had caused problems over the Christmas period. The Clerk was asked to contact the Environment Agency.

9. Date of next meeting: 8th February 2013