

# Barton Mills Parish Council

## Clerk to the Council:

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## Minutes of the Meeting of Barton Mills Parish Council

Held in the Village Hall on Friday 14th June 2013 at 7.00 pm.

**Attendance:** Cllr Robert Lewis (Chairman)  
Cllr Amin Harji (Vice Chairman)  
Cllr Pamela Boura  
Cllr Garry Flack  
Cllr Frances Lewis  
Cllr Steve Mullender  
Cllr Charlie Peachey  
County Cllr James Waters  
PCSO David Cowan  
James Bercovici (Clerk)

0. **Opportunity for members of the Public to speak (3 minute limit, not statutory part of meeting).**  
None present but Cllr Flack advised that his son had asked if the areas around the goals could be re-seeded.
  1. **Courtesies. Apologies and Signing of the Register. Declarations of Interest.**  
Apologies: Cllrs Blanchard and Harris  
Declarations: None
  2. **Police Matters**  
PCSO Cowan presented his report (filed with the minutes) outlining three crimes, one of them in the village. He said they police are awaiting CCTV footage. Cllr Mullender asked about speeding in the village stating that the statistics indicate there is no problem. PCSO Cowan said the police are trying to get to all villages in rotation.
  3. **Minutes of the meeting held on 10th May 2013**  
Cllr F Lewis proposed accepting the minutes: all in favour.
  4. **Matters arising and pending** (italicised text refers to historical background)
    - a. Playing Field - a sub-group of Cllrs R Lewis, Boura, Harji, Flack and Mullender agreed to look at various issues concerning the field:
      - i. Trees. *At the May meeting, Cllr F Lewis proposed accepting the quote from SP Landscapes for Grange Lane (£425) for them to undertake the work when they can: all in favour. Cllr Harji suggested the Mildenhall Road trees could be looked at later in the year. SP Landscapes carried out the Grange Lane works on 4th June. Cllr F Lewis passed on thanks from Grange Lane residents.*
      - ii. Parking. *Installation of a light and notice at the entrance to the field. Neil Horne has the sign and Cllr R Lewis had looked into signs and solar lights and found they should not cost in excess of £100. He suggested waiting to see if the reflective sign erected by Neil Horne works without additional lighting as the cost may outweigh the benefit.*  
  
*Matting may be required to protect the field - Cllr Boura had advised that for two metres in width by 20 metres in length, the cost would be £245.20 ex VAT and thought two quantities of this would be appropriate. This would require seven packs of pegs costing £225 ex VAT so the total would be £715.40 ex VAT. (£2,000 budgeted in the current financial year).*
- Cllr R Lewis had suggested that funds for lighting the sign could be diverted to filling in the dip on the car park side of the gates. The Clerk was asked to find a suitable contractor for this.

The Clerk had previously suggested that the gate needs attention but wanted to know how far councillors want to take this. Cllr F Lewis agreed and the Clerk was asked to find a suitable contractor.

*Cllr Flack had asked about priorities between football players and people parking cars. He suggested the overflow parking could double up as disabled parking for car boot sales etc. Cllr R Lewis thought sleeves (two per gate) are needed for the bolts. The Clerk has asked John Squire to do this.*

*Cllr Flack had expressed concern about the positioning of the overflow parking and whether a sign should be installed to advise car owners that the parish council is not liable for any damage occurs. Cllr Boura suggested it would be best to see where people park and decide if there is a problem. Cllr F Lewis agreed there should be a notice. The Clerk has investigated this and found various options offering different sizes and materials.*

*Cllr Boura had said that a low energy (35W) lamp (which could be mounted on a pole 4-6 metres from the ground) would cost £295 with timers an additional £31.75 and bracket £35 (all prices ex VAT). Cllr F Lewis said the Village Hall Committee would have to approve the siting of the lamp. Cllrs Boura and F Lewis wanted to approach the Village Hall Committee but Cllrs Peachey and Mullender preferred to wait to give existing lighting a chance. Cllr F Lewis declared an interest. Cllr Boura proposed approaching the Village Hall Committee: four in favour, four against. Cllr Harji said he wanted to wait to see what happens with the trees so cast his additional vote as Chairman of the meeting against the proposal. Cllr Mullender proposed looking at what action is required in respect of the tree: all in favour.*

Cllr Boura thought that, if the tree nearest the football club hut is felled, the floodlights would provide enough light for the car park. Cllr Harji suggested the sub-group could look at this when it meets. Cllr R Lewis said he was nervous about cutting down a tree but Cllr Boura said it made sense to remove it. Cllr R Lewis thought it best to leave this to the sub-group (which, after the meeting, agreed to fell the tree).

iii. Protection of the grass around the new seat. Additional matting required. Cllr R Lewis thought it prudent to give it time to see if this expenditure is warranted.

*The Clerk had obtained a price for a bench in memorial to John Wiggin: £748 ex VAT. Cllr Boura thought it would be good to have one and suggested inviting public subscription. Cllr F Lewis agreed that a bench should be purchased and reminded councillors that he had also been on the village hall committee and Rosemary Club. Cllr Boura suggested applying to Cllr Huggan for locality budget funding. Cllr Peachey proposed purchasing the bench, subject to obtaining a grant: all in favour. Cllr Huggan has advised that the application will need to be made by an organisation other than the Parish Council so the Clerk has approached the Village Hall Committee about this. Cllr F Lewis said the Village Hall Committee would like a formal approach. Cllr Harji asked if there is sufficient money for this. Cllrs Huggan and Waters said they would cover it from their locality budgets.*

Cllr Waters said he had discussed this with FHDC officers who had agreed to grant s106 money up to £600 for this. Cllr Boura proposed making up the shortfall if Cllr Waters is unable to have this increased to £748: all in favour.

iv. Soakaway *It had been thought that a soakaway would be required for the car park; however, Cllr Mullender suggested asking Suffolk Highways to unblock the drains on Mildenhall Road which were causing the flooding of the car park and would alleviate the need to install a soakaway. Cllr F Lewis thinks a soakaway is needed in any case. Cllr R Lewis said he and the Clerk would chase up quotes. One quote has been received from Dave Wickin (£1454), also for re-levelling the field. The Clerk obtained another quote prior to the meeting from Mitchell & Mayle in Isleham for £1455.*

The Clerk explained the locality grant position to Cllr Waters who asked him to email the details so it could be amended. Cllr R Lewis thought the soakaway an expensive option; Cllr Waters suggested digging the area out and filling it in to make a natural soakaway. Cllr R Lewis asked the Clerk to obtain quotes.

- b. Field use. *Cllr Flack had asked how many football teams Barton Mills currently has; Cllr Mullender said he would find out. Cllr Harji asked who approves the teams playing on the field and whether any charge was made for use of the field. Cllr Mullender said teams were only charged if they used the football club's facilities.*

BMFC is to run a senior Saturday side next season which will run in the Cambridgeshire Division 5. Cllr Peachey asked who is on the Football Club committee; he said the building is a disgrace. Cllr F Lewis said the secretary, John Winward, had approached the Burrell Trust and is getting quotes; Cllr Peachey questioned whether this would be appropriate use of Burrell Trust funds. Cllr R Lewis asked the Clerk to

contact BMFC to find out when work is planned. Cllr F Lewis said there is a lack of clarity as to who controls the use of the field. Cllr Boura asked why the club doesn't contribute to the maintenance of the field. Cllr Lewis made a distinction between organisations using the field to raise funds and general users. Cllr Peachey said it is a good thing that the field is used. However, the Clerk was asked to contact the secretary to find out about the use of the field, putting forward the assumption that it would not be used by the club between May and August.

- c. 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.*

*Cllr Boura asked if the parish council wants Barton Mills on the list for equipment or facilities in which case it would be necessary to put forward a project. She suggested a hard play area or trim trail equipment. Cllr R Lewis suggested an all weather surface under the goals; Cllr Peachey suggested portable goals but Cllr Mullender advised these were less durable. Cllr Harji thought a sub-committee could meet to discuss this. Cllr Boura thought a development plan for the field is necessary. Cllrs Flack, Harji and Mullender all agreed to be involved with this. Cllr R Lewis asked the Clerk to contact FHDC to ascertain whether there is any cut-off date for this and the requirements of any proposal.*

*Cllr Boura thought the council should put in a bid for a multi-use hard court for games. Cllr Flack said this is not what is wanted; the Clerk confirmed this had been rejected during the last development of the play equipment. Cllr Harris suggested asking potential users what they would like. Following a general discussion, the Clerk was asked to obtain approximate prices for moveable goals. The Clerk had found a set of goals including nets for £2120 on the internet and Cllr R Lewis thought them suitable. However, the Clerk has also talked to a local specialist who thinks they are not appropriate and has provided a quote himself. Cllr Boura asked if this would be acceptable to FHDC. The Clerk said he would check with Ian Shipp. Cllrs Mullender and Flack agreed to look at the proposed goals and make a recommendation to the Parish Council.*

Cllr Mullender said the goals look fine and would be a good asset but questioned their durability. He asked the Clerk to find out if he could inspect a set of the proposed goals. Cllr R Lewis said an application should be made for a grant; however, Cllr Waters said he had discussed this with Ian Shipp who had said there is less money in the s106 fund than thought. However, if there is a benefit to younger residents to have some coaching, the parish council could apply for goals and a professional coach over the summer holiday. The Clerk said he would speak with Ian Shipp about this.

- d. Website. *Cllr R Lewis had said the parish council had debated the colour cover and agreed its proposal. Cllr Boura agreed. He had offered to print the first issue on his work printer at a cost of £0.055 per copy so that everyone involved could see how the logistics would work. Cllr Boura had suggested trialling the colour cover for a couple of months to see how it goes.*

*Cllr R Lewis had said he would bring a camera to the next meeting to photograph councillors for the website.*

*Cllr Mullender had suggested setting up a poll on the website to determine the popularity of the colour cover. The Clerk said he would look into this.*

The June issue of the Barton Miller was printed in colour using the new printer; an immediate analysis shows that, with colour coverage much greater than anticipated, a lot more ink is being used than budgeted. The June issue cost over £75 in ink alone so, with paper and electricity allowed for, the cost is approximately £0.16 per copy. Previously, Cllr Boura asked the Clerk to request that Neil Horne uses less colour in future. Neil Horne suggested that he could only continue to provide the cover if there are no additional restrictions on what he is being asked to do.

Cllr R Lewis took photographs of councillors prior to the start of the meeting. During the meeting, he advised the banner on the window had been put in. He then turned to the Barton Miller cover advising that the front cover had 97% coverage and the back cover 50% which compared to 40% for the West Row cover. He said that if the cover continues with the same ink usage as June it will cost twice the estimates. He said the old black and white cover designs had much lower coverage. He had spoken with Neil Horne about tailoring the designs to use less ink.

He suggested there were various options: the Clerk could investigate cheaper ink supplies; Neil Horne could use less colour; the Parish Council could accept a higher cost; the Barton Miller could be

approached for a contribution; the back only could be printed in colour; only occasional covers could be printed in colour. Cllr F Lewis said the Barton Miller team would prefer less colour; she said the amount of colour ink used had caused some problems for the risograph. Cllr Peachey didn't think it appropriate to ask the Barton Miller for a contribution as this had been a Parish Council initiative.

- e. Dog bin - *Cllr Huggan had said a bin could be provided free of charge subject to the parish council agreeing to meet the cost of emptying it (£137.80 per year) which councillors agreed to pay.* The Clerk discussed this with the Waste Management Enforcement Officer to agree the location of the bin. However, the officer advised that FHDC is investigating the possibility of charging parish councils for emptying all bins located on parish council-owned land (Barton Mills has four on the field already) and suggested that the dog bin currently positioned near to the gate could be moved to the opposite corner of the field free of charge and the Parish Council could simply advise people (by means of a sticker on the remaining bin) that they can use the main bin for dog waste. This would save money for both councils in the short term and Barton Mills on an ongoing basis. Cllr R Lewis suggested the Parish Council agree to this.
- f. Street lighting - Cllr Boura requested a discussion about Intelligent Lighting Systems at a cost of £45 per unit. This would turn lights off or dim them at chosen times (but they could be quickly switched back on if needed) and also report faults automatically. The Clerk was asked to ascertain the impact on energy costs.
- g. Parish Forum - Cllr Boura said she had learnt that 76 houses in Barton Mills are occupied by US military personnel and a further eight are exempt from paying council tax. Cllr Mullender observed that, probably, half the US rentals are on the old dairy site.

#### 5. Reports from the County and District Councillors

County Cllr Waters advised that the drainage problem on Mildenhall Road had been attended to on 24th May. He had already discussed most other matters arising: the dog bin, s106 money for the bench, the locality grant and football goals. Cllr R Lewis said he had already achieved a lot in a very short time.

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

- a. £280.00 J Bercovici (clerk's net salary, May 2013) – chq. 1242
  - b. £70.00 HMRC (PAYE, May 2013) – chq.
  - c. £28.00 J Bercovici (clerk's expenses May 2013) - chq. 1242
- Cllr Boura proposed agreeing the standard payments: all in favour.

#### Special payments for approval (inc. VAT)

- d. £55 Digger (noticeboard glass fitting) - chq.1243
  - e. £375 Old Parsonage Garden Services (grass cutting April/May) - chq.1244
  - d. £67.50 BMVH (hall hire January/February) - chq.1245
- Cllr F Lewis proposed agreeing the standard payments: all in favour.

#### Receipts

- e. £200 BM Allotments Association (car boot sale donation and rent)
- f. £30 BM Village Hall (car boot sale donation)
- g. £100 St Mary's Church (car boot sale donation)

#### 7. Planning.

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

#### General and for consideration:

- a. F/2013/0224/FUL/SD Walnut Tree Farm - conversion of barn and stores to create a dwelling, including single storey front and rear extensions (Departure from the Development Plan). *Cllr Boura thought this very cramped as well as being outside the line. Cllrs Mullender, R Lewis and F Lewis agreed. Cllr Boura said she was uncertain whether the plot is inside or outside the conservation area. Cllr F Lewis declared a prejudicial interest as the plot is outside the development line; Cllrs R Lewis and Mullender did the same. Cllr Boura proposed objecting as it is outside the development line and out of scale (over-development of the site): all in favour (Cllrs R Lewis, F Lewis and Mullender did not vote).*
- b. F/2013/0241/ADI Esso Service Station, Fiveways - display of an internally illuminated free-standing price sign. *Cllr Boura proposed no objections: all in favour.*
- c. F/2013/0275/HOU 32 Church Lane - removal of existing conservatory and construction of single story rear extension. *Cllr Boura proposed no objections: all in favour.*

**Awaiting Forest Heath decisions and pending appeals.**

- c. F/2013/0199/HOU Mulberry House 39 The Street - Erection of a single storey rear extension to dwelling and open car shelter extension to existing detached garage. Cllr Mullender left the meeting for this item. *Cllr Boura proposed no objections: all in favour.*

**Forest Heath Decisions**

- 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. *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.* **APPROVED with conditions**
- e. F/2013/0154/LBC Dental Surgery, The Manor, Newmarket Road - alterations to boundary wall to create a new gateway. **APPROVED with conditions**
- f. F/2013/0134/FUL Dental Surgery, The Manor, Newmarket Road - creation of a new access onto Newmarket Road to serve the Orthodontic Practice, including a new gateway in existing boundary wall. Creation of a new parking area. Cllr Boura outlined the plans. *Cllr Peachey proposed no objections: all in favour except Cllr F Lewis (against).* **APPROVED with conditions**

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

- a. Community Resilience meeting - Cllr Boura advised this would be taking place on 16th October.
- b. Agenda - Cllr R Lewis suggested he investigates with the Clerk ways to slim down the agenda. Cllr Boura suggested historic notes could be italicised.
- c. Flagship - Cllr R Lewis said the planning permission for the Church Lane Close garage site expires in April 2014 but there is no funding. He said he would wait until the next meeting before following things up again. Cllr Mullender wondered why Flagship does not sell the site to another housing association.

- 9. **Date of next meeting:** 12th July. Cllr Boura suggested the August meeting should be for planning only and asked if it could be moved to 16th August. The Clerk said he would not be available then but Cllr Boura said she would minute the meeting.