

Barton Mills Parish Council

Clerk to the Council:

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Minutes of the Annual Meeting of Barton Mills Parish Council

Held in the Village Hall on Friday 9th May 2014 at 7.00 pm.

Attendance: Cllr Amin Harji (Vice chairman)
Cllr Kay Blanchard
Cllr Pamela Boura
Cllr Garry Flack
Cllr Frances Lewis
Cllr Steve Mullender
Cllr Charlie Peachey
County Cllr James Waters
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: Cllr R Lewis

Declarations of interest: none

2. **Police Matters**

No report received.

3. **Election of Chairman for the coming year**

Cllr Boura proposed Cllr R Lewis: all in favour.

4. **Election of other officers and representatives**

Vice Chairman Cllr Boura proposed Cllr Harji: all in favour. Cllr Mullender proposed the election of councillors to the positions held in 2013/14 as below: all in favour.

Barton Mills Allotments Association Cllr Peachey

SALC Cllr F. Lewis

Lark Valley Cllr F. Lewis

Village Hall Management Committee Cllr Flack

Responsible Financial Officer the Clerk

Councillors with responsibility for finance Cllrs Boura and Harji

Councillor with responsible for Planning Cllr Boura

Councillor with responsible for Inspection of Play Equipment Cllr Boura

5. **Minutes of the meeting held on 4th April 2014**

Cllr Boura proposed agreeing the minutes: all in favour.

6. **Matters arising and pending**

a. Affordable Housing. The first homes of the development on Church Lane were handed over to tenants on 25th April. Cllr Boura said that four councillors and the clerk had attended and noted that the build quality was very high. The tenants were thrilled, she said. Cllr Flack asked when the shared ownership houses would be filled; Cllr Boura said the mortgages need to be arranged. Cllr Harji noted there would be an official opening later in the year.

b. Field and car parking. *Cllr Boura had asked to review the subject of matting on the field for the overflow car park and around the tree seat. Note: at the February meeting, the Parish Council rejected the idea of replacing the Jubilee gate; Cllr Waters had already allocated £1,000 of his locality budget to this and needs to be able to allocate it for another Parish Council project.*

Cllr Boura said matting is needed to prevent further deterioration of the field where overflow parking occurs. She was concerned about the entrance to the car park but the Clerk was able to advise that this is included in the soakaway job so should be done soon. Cllrs R Lewis and Boura agreed to plan the area. Cllr Boura said she thought the cost would be around £350 but would get an up-to-date price. Cllr Harji suggested getting a double strip as originally planned.

Cllr Peachey suggested field repairs for the locality budget. The Clerk thought this could be problematic as the grants are usually for capital projects. Cllr R Lewis suggested upgrading of the playing surface. The Clerk agreed to pursue prices for seeding and fertilising. Cllr Peachey thought more should be budgeted for the maintenance of the field.

It was agreed to purchase 2 rolls of grass protection matting (2m x 20m) and the appropriate quantity of pegs in order to re-inforce the grass surface inside the gate and around the Jubilee seat. The cost of this will be about £750. The matting will be laid by a working party to be organised by Cllr Pamela Boura on a Saturday in May. Some topsoil and seeding is also needed to improve the field and it was agreed to ask Cllr James Waters if he will fund these improvements from his locality budget instead of the new gates which are not currently required. Cllr Boura suggested deferring this to June as there would be another car boot sale and the Scarecrow Festival in early June.

Cllr Pamela Boura has purchased and applied preservative to the gates.

John Squires has completed the work on the bolts to hold open the gates and has confirmed that he will also complete the painting of the swings and the repairs to the seats.

The Clerk was asked to chase up the soakaway and the repairs to the access to the field. Cllr F Lewis commented that it was disappointing that the field entrance had not been repaired.

Old Parsonage Garden Services has commenced the filling of the trenches on the field but the soil supplied is of poor quality and contains foreign material such as glass and metal objects as well as lumps of stone, brick etc and is therefore not suitable for use on a playing field. Cllr Robert Lewis has tried to take this up with the contractor but has been unable to contact him. He will try to obtain a copy of the specification, try to contact the contractor again and also try to find an acceptable solution before the start of the Car Boot Sale season.

Cllr Boura asked about the John Wiggin bench. Cllr F Lewis said she had spoken with Matt Wilson before Easter. The Clerk said he would chase this up.

- c. Street lighting. *Pearce and Kemp are progressing the quote and Cllr Boura had a site meeting with them on Tuesday 11th March.* She reported that she is still waiting for the price of the lantern but she has the price for the connection by UK Power.
- g. Footpath. *Cllr Flack said the flooding problem still needs to be sorted out. Cllr Peachey said this is an ongoing problem that needs a permanent solution. Cllr R Lewis asked if this is a job for the Environment Agency. Cllr Peachey said it is. Cllr Boura suggested a boardwalk along the problem stretch. Cllr R Lewis said he would look at it with Cllr Peachey.* He produced a report which was emailed to councillors in advance of the meeting. Cllr Mullender outlined Cllr R Lewis' findings, summarising them to be a blocked pipe under the garden of Riverside House. Cllr Peachey agreed to join a working party on this. Cllr Waters said he had forwarded Cllr R Lewis' report to Guy Smith and Mildenhall Parish Council. He acknowledged that, with the decreased bus service, the footpath was used more than before. He said he had a quality of life budget which could be used to help. Cllr Mullender said he thought the focus should be on the pipe first and to look at other solutions after that. Cllr Harji asked Cllr Mullender to organise a working party with Cllr R Lewis and others.
- h. Vacancy. Following the resignation of Tim Harris, a notice was posted informing electors that if ten or more advised FHDC of their wish for an election by 2nd May, one would be held. No requests were received so the next step, if councillors want to take it, would be to advertise a vacancy for co-option. The Clerk agreed to advertise the vacancy with applicants to write to him by 6th June.
- i. A11/Chalk Hill junction. Cllr Boura said the potholes had been filled but the junction remains dangerous and needs resurfacing. Cllr Waters said he would look into this.

7. Reports from the County Councillor

Cllr Waters said he had agreed a locality grant of £1000 towards the overflow car parking and he would look at the drainage funding as well. He said the Parish Council's support for the Fiveways development was appreciated and it will create around 40 jobs. He said local businesses are thriving.

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

- a. £280.00 Clerk's net salary (April 2014) – chq. 1285
 - b. £70.00 HMRC (PAYE April 2014) – chq.
 - c. £47.76 Clerk's expenses (March/April 2014) - chq. 1285
- Cllr Boura proposed agreeing the standard payments: all in favour.

Special Payments for approval (inc. VAT)

- d. £6.78 Freezone (email account, payable to the Clerk) - chq. 1285
 - e. £30 Community Action Suffolk (formerly Suffolk ACRE, subscription) - chq. 1286
 - f. £67.50 BMVH (hall hire, January-March) - chq. 1289
 - g. £66.00 NSALG (subscription) - chq. 1288
 - h. £299 SALC (subscription) - chq. 1290
 - i. £127.66 Viking Direct (Barton Miller donation, payable to the Clerk) - chq. 1285
- Cllr Boura proposed agreeing the special payments: all in favour.

Receipts

- j. £100 Village Hall committee (donation re. car boot sale)
- k. £715.82 Burrell Trust (re village hall cooker)

Finance - other

2013/2014 accounts and appointment of internal auditor. Sections 1 and 2 of the Annual Return were reviewed by the councillors at the May meeting and Cllr Boura proposed accepting the accounting statements and submit these to audit (signed by the RFO and chairman as approved) and that the council resolve to answer Yes to all questions in Section 2, the annual governance statement, and sign this as approved by the clerk and chairman: all in favour. Cllr Mullender proposed appointing Ant Preece as internal auditor.

9. **Planning.**

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

General and for consideration:

Forest Heath decisions. Awaiting Forest Heath decisions and pending appeals

- a. DC/14/0414/HH - 23 The Street: Erection of detached garage and two storey annexe accommodation with Juliette balcony. Demolition of existing garage/store.

Cllr F Lewis expressed some concern about the creation of what is really an additional dwelling. However, Cllr Boura clarified that the proposal included the information that it was to be an annexe to be used in connection with the existing house only and that many other houses in Barton Mills already had annexes. She also commented that the existing garage was an unattractive building. *Cllr Robert Lewis proposed, and it was agreed unanimously, that the parish council had no objections.*

- b. DC/13/0927/OUT - Land South Of Worlington Road: Outline application - residential development of up to 78 dwellings with creation of new vehicular access (Major Development and Departure from the Development Plan). *Note: plans had not been received in time for the January meeting. Cllrs F Lewis and R Lewis declared interests. Cllr Boura suggested that if the plans were the same as those discussed in December, the comments submitted by her and Cllr Harji could be submitted to FHDC but, if they are different in any way, an extension could be asked for. Cllr R Lewis thought the plans should be considered properly at the next meeting. He thought the public should be notified of this in the Barton Miller and that the plans should be available for the public to view from 6.45pm before the start of the meeting.* The Parish Council has received strong objections from some local residents: Leonard Laker of Worlington Road and David Little of the Old Station.

Note: this item was brought forward to the beginning of the meeting (after item 0). Cllr Boura thought there are two independent issues: the development of the field, creating a suburb of Mildenhall, linking Barton Mills with Worlington. Second, the plans themselves. Cllr Peachey said he opposes the proposal as it is outside the development line (Cllr F Lewis said the Parish Council had agreed this policy several years before). Cllr Peachey said, also, that this is good agricultural land which is needed. Cllr Harji thought that if other proposals had been rejected because they are outside the development line then this should be rejected as well; on the other hand, he could see the need for more houses. One local resident commented that she had applied for permission to develop on her land and had been told 'no' categorically. Cllr R Lewis outlined FHDC's need to build outside the development line if there is a strategically good reason. Cllr Waters said FHDC has no 5 year land supply and will find itself 700-800 houses short. The Clerk outlined Mr Laker's letter objecting to the application. Mrs Laker expressed particular concern about the pedestrian access. She said she had witnessed three accidents on Station Road in the last three years.

Cllr Boura proposed that the Parish Council objects to the application on the grounds that it would create a suburb of Mildenhall within Barton Mills, it would link Barton Mills to Worlington, there would be

considerable issues with both traffic and pedestrian access and it is outside the development line: all in favour.

Cllr R Lewis encouraged members of the public to write in to FHDC with their objections. Cllr Boura offered to attend the consultation meeting to reinforce objections.

Forest Heath Decisions

- c. DC/14/0286/HH - 3 Church Meadow - erection of single storey rear extension and first floor extension over garage. *Cllr Boura proposed no objections: all in favour.* DC/14/0286/HH. **APPROVED with conditions.**

Planning - other

Rural Parishes Alliance - Cllr Boura had received an invitation for the first meeting but was unable to attend. The Clerk said he would forward future communications.

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

- a. Field maintenance budget. Cllr Peachey suggested ring fencing car boot sale income for the field but the Clerk advised it would be better to include a fixed amount in the budget each year as this would be a guaranteed amount set aside for maintenance.
- b. Complaint. Cllr Boura advised there had been a complaint from a disabled person as there had been no disabled parking by 7.30am at the recent car boot sale. Cllr Mullender suggested there should be no specific disabled parking; Cllr Peachey agreed but Cllr F Lewis disagreed. Cllr Harji thought it would be more appropriate for organisations to discuss this at the car boot sale meeting.
- c. Standing Orders. Cllr Boura suggested it would be appropriate to review these at the next meeting.

11. Date of next meeting: 13th June 2014.