

# Barton Mills Parish Council

## Clerk to the Council:

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## Minutes of the Meeting of Barton Mills Parish Council

Held in the Church Room on Tuesday 12<sup>th</sup> January 2016 at 7.30 pm.

**Attendance:** Cllr Pamela Boura (Chairman)  
Cllr Garry Flack  
Cllr Keith Fuller  
Cllr Richard Hayward  
Cllr Frances Lewis  
Cllr Robert Lewis  
Cllr Steve Mullender  
District Cllr Brian Harvey  
James Bercovici (Clerk)

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

Colin Brotherton was present but was offered the opportunity to speak at the appropriate part of the meeting (item 4c).

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

Apologies: Cllrs Dawson and Harji, County Cllr Waters, District Cllr Harvey was unable to attend the start of the meeting but arrived at 8.30pm during discussion of item 4i.

Declarations of interest: None

**2. Police Matters**

None reported. Cllr F Lewis offered to forward details to the Clerk for automated emails.

**3. Minutes of the meeting held on 8<sup>th</sup> December 2015**

Cllr Mullender proposed agreeing the minutes: all in favour (except Cllrs F Lewis and R Lewis who abstained as they had not been present). Cllr Boura noted that, in fact, the dead tree on Church Meadow is the fifth from the entrance and not the fourth as she had previously reported.

**4. Matters arising and pending**

- a. Provision of a village notice board in the vicinity of Worlington Road –Cllr Fuller had proposed making a planning application: all in favour. The Clerk is progressing with the application.
- b. Footpath to Mildenhall. Cllr Waters advised there is no money available at present from Suffolk CC. Cllr Fuller asked why the project has lost funding; Cllr Waters said this is not the case. Cllr Fuller said the project is only half-completed as the path is not suitable for many users. Cllr Hayward agreed, pointing out that it is unsuitable for motorised wheelchair users for whom this would be the only viable path to the shops in Mildenhall. The Clerk previously reminded Cllr Waters that the Parish Council needs to know if there is a way it can use a local contractor. Cllr Waters said he would investigate this and also whether there is any money available at Forest Heath.  
  
Cllr Fuller said the situation is worsening and the path is unusable in normal clothing and footwear. The Clerk outlined the suggestion of the budget committee: if the Parish Council agrees a £1,000 contribution, this could be used as leverage to get the job completed. Cllr R Lewis felt that Mildenhall should contribute as well. Cllr Flack wondered if there is help available for older people or if Sainsbury would consider a contribution. Cllr Mullender suggested the Rotary or Lions Club and Cllr Boura reiterated her suggestion of applying for lottery funding. The Clerk was asked to investigate an application to the West Suffolk Community Chest.
- c. The Queen's 90<sup>th</sup> birthday. The Parish Council has agreed that celebrations could take the form of a one-day street party with a marquee and band on the field in the evening of Saturday 11<sup>th</sup> June. The Clerk has provisionally booked the village hall and a 6m x 12m marquee (£295 from First Choice) for this date. Cllr

Harji had suggested limiting the funding to £1,000. Cllr Dawson had offered to compile a list of local bands. The Clerk advised the December meeting that Cllr Dawson had advised that a couple of bands had expressed interest but reports that she has not had a single call in response to her advertisement.

Cllr Boura thought it would be sensible to book a headline band. Cllr Hayward suggested reaching out to the Americans in the community and wondered whether Zak FM would be interested in covering the event and broadcasting from Barton Mills. Cllr F Lewis said she would be happy to liaise with Cllr Dawson on this. Cllr R Lewis suggested an attraction for children could be booked.

Colin Brotherton had suggested that the village purchase a beacon which could be lit as a focus of the evening. Cllr Dawson had found one online for £865 plus delivery. Cllr Flack asked where it would be positioned; Cllr Hayward said it would have to be on the edge of the field. Cllr Boura liked the idea of a permanent memorial to the occasion. Cllr Hayward expressed concern about the public liability of the manufacturer. Cllr Boura proposed a maximum budget of £500 for this and suggested that if the balance could not be raised, the project would be cancelled: all in favour. Cllr Waters said he would match this.

Colin Brotherton had discussed the manufacture of the beacon with Mildenhall Academy and said Barton Mills would have to pay only for materials. He thought a pole would cost only around £100 to install. Cllr F Lewis thanked Colin Brotherton for his work and the idea but thought a beacon was not a good idea for Barton Mills. She had been to look at the Beck Row beacon (on the nature reserve) which was on a six metre pole and, she thought, not attractive. She thought it unsuitable for the playing field. She had asked a Beck Row councillor about its usage and was told it had last been used about three years ago and only three or four times in the 28 years it had been in situ. She had also learned that the beacon is owned by Forest Heath and is situated on their land so Forest Heath pays for its maintenance and insurance. She thought it would be necessary to locate a beacon away from hedges and trees and wondered, whilst it would be used in June, when else it would be used. She wondered about maintenance and said that current health and safety laws required a special gas cylinder for the flame and said, also, that there were insurance requirements including a risk assessment to be undertaken every time the beacon was to be lit. She thought the Parish Council should abandon the idea and said she had possible alternatives.

Cllr Fuller said the frequency of use was not necessarily representative of its benefit, saying that he regarded this as a legacy. He pointed out there are occasions when there is a national lighting of beacons. Cllr R Lewis said not enough is known about the implications of having a beacon in terms of insurance, lighting, location and maintenance. Cllr Boura thought these concerns should be investigated before the idea is abandoned; there was general agreement on this. Cllr Hayward said Colin Brotherton could proceed with obtaining costings. He said he would do this and consider other practical concerns raised.

Cllr F Lewis suggested, as an alternative, that if the bike ramps are to be removed, a public picnic area could be created including a brick barbecue. Cllr Flack thought it would be better located near the play area and Cllr Boura agreed. Cllr Hayward thought this could happen as well as the beacon.

- d. Defibrillator. The cost of a defibrillator is between £1400 and £2200. Cllr Boura suggested the 100 Club could be approached. Cllr R Lewis agreed this could be invaluable for the village and said he would ask Barry Klatt for permission to keep the phone box where it is. Cllr R Lewis observed that the phone box is still in use. The Clerk suggested this was probably because it is cheaper for BT to maintain it as a working telephone box than to decommission it. Cllr F Lewis expressed concerns about the security of the defibrillator; Cllr Boura explained how the scheme works. Cllr Boura had asked the Clerk to ascertain whether there is support for this within the community via the Barton Miller. Cllr R Lewis said someone had already approached him saying it is a good idea. Cllr Flack questioned its merits, suggesting doctors' opinions should be sought. Cllr F Lewis suggested the church porch as a possible location as it is always unlocked; Cllr Harvey thought a telephone connection is necessary. Cllr Boura suggested possible ways of raising funds including a barbeque and fundraising at the Bell (given its proposed location). Cllr Hayward asked how people would know about the defibrillator; they would be told of its location when they make an emergency call. Cllr Dawson enquired if there is an ongoing cost; the Clerk was unaware and Cllr Harvey thought not. Cllr Boura said BT sponsors the provision of electricity where phone boxes are used.

Cllr Boura said it would be necessary to approach BT formally about this. The Clerk said a budget would need to be agreed; Cllr Boura suggested the Bell might be persuaded to spearhead a fundraising campaign or that the solstice event could possibly raise money towards this. Cllr Harji asked if Barry Klatt was willing to site the defibrillator in the phone box; Cllr Boura advised that Cllr R Lewis had discussed this with Barry Klatt and said this was not a problem. The clerk was asked to obtain more information from the Community Heart Beat Trust.

Cllr Boura said that around £2,000 would be needed for this project. Cllr R Lewis thought it may be possible to include this as one of the Solstice fundraising campaigns and thought around £500 may be raised this way; he said he would discuss this with Barry Klatt. Cllr Boura said Cllr Waters had offered to contribute and asked if all councillors wanted to proceed; they did. Cllr Mullender suggested asking

Gazeley Parish Council about their experience of fundraising for this and about other practicalities.

- e. Proposed pavement sign. Cllr Mullender had proposed a sign to advertise meetings. He said he had the frame and base and that appropriately worded vinyl stickers were all that would be necessary. Cllr R Lewis said these could be ordered in Mildenhall. Cllr Boura said the wording would have to be decided. Cllr Mullender confirmed he has the frame and base but may need the hanging section. He said he would have a proper look at this.

Cllr Mullender advised the meeting of the condition of the sign and Cllr Boura said she would be able to paint it when the weather improves; Cllr Mullender said he would hold onto it in the meantime. Cllr Boura thought it would be cheaper to obtain lettering online. It was agreed to word the sign as advising of a meeting "Tonight".

- f. BMX jumps. The Clerk had advised councillors that the additional public liability insurance premium for the jumps is £305.11 for the end portion of last year alone and over £600 for this year. The Clerk obtained installation instructions to assist with their removal. Cllr Harji had asked Dave Green to quote for the removal of the jumps: to remove them, break them down, take away and dispose of the jumps and make good the land with topsoil, he quoted £400.

Cllr Mullender had inspected the jumps and said they were very well anchored. Cllr Boura said the installation instructions showed they would not be difficult to remove. The Clerk outlined the quote received from Dave Green which Cllr R Lewis proposed accepting: all in favour.

- g. 30mph flashing sign. The Clerk had contacted the Highways Department about being included in a VAS scheme as an independent member and, after discussions, Worlington has agreed to include Barton Mills in its scheme although it has been suggested that Barton Mills could start a new scheme (it was previously suggested that Red Lodge may be a suitable partner although the speed bumps there may render a VAS scheme unnecessary). Worlington has confirmed that their sign can be available to Barton Mills for the second week in their rotation and advised that someone needs to be responsible from Barton Mills for placing the sign out and for return to Worlington in time for their third week. This must be one person: Cllr Hayward volunteered to be a coordinator for this although Cllr Fuller said it should not fall on one person and said he would be willing to be part of a rotation.

Cllr Boura said she would make enquiries at the Parish Forum to ascertain if any other parishes would be interested in establishing a new rotation. Cllr Hayward suggested that Barton Mills could join the Worlington scheme until a new one is set up and offered to coordinate this. Cllr Boura thought it would still be necessary to obtain police approval for the siting of the sign and the clerk was asked to pursue this.

- h. Football coaching. Cllr Fuller reported that he had discussed requirements with the company that provided coaching in 2013; they had indicated a 10% increase in their charges which he estimated at around £135 per two-hour session for two suitable coaches. Sessions would be for up to 24 six to 16-year olds. Cllr Boura thought it would be better to leave this until the Easter holiday; Cllr F Lewis agreed. Cllr R Lewis thought the summer would be better still. Cllr Fuller said he would liaise with Cllr Harvey who arrived at the meeting at this point. He said the funding was available for the 2015/16 financial year so Cllr Fuller said he would be flexible in the timing of the sessions.

- i. The coffee caravan project has funding to provide cream teas at village venues in May/June and possibly July in celebration of the Queen's birthday. Cllr Boura said this would be aimed in particular at socially isolated people and those with dementia but all would be welcome. She said it would be desirable to book the village hall as well and thought the best date offered for this would be 17<sup>th</sup> May. She suggested the Parish Council should pay for the hall hire (probably just a couple of hours). Cllr R Lewis suggested that Social Services could be asked to help promote this; Cllr Boura agreed the self-generated publicity of the organiser needs to be supplemented. Cllr Mullender suggested contacting the Alzheimer Society.

- j. Creation of a "Bee World" on the edge of the playing field. Cllr Boura has already emailed to all councillors. She advised that it is better to plant in the autumn. Cllr F Lewis asked if the land near the A11 could be used for this but Cllr Boura said it would need clearing. Cllr R Lewis thought it a good idea. Cllr Boura said she will apply and it was suggested that Dave Brown could be asked to clear a suitable area when he is taking up the BMX jumps.

- k. Next Parish Forum Meeting: Wednesday 20th January at Barton Mills Village Hall, 6.30 for 7pm. Cllr Boura asked if any other councillors were interested in attending. Cllr R Lewis said he planned to attend and Cllr Hayward said he would do as well. Cllr F Lewis said she could help with refreshments.

- l. Play equipment: broken climbing frame platform. Cllr Boura said she had discovered the platform hanging down, broken across the bolt holes. A new platform had been ordered. Cllr R Lewis asked if this could be

claimed on the insurance but Cllr Boura thought it would just be wear and tear.

m. Village Spring Clean. Forest Heath and St Edmundsbury councils are fully supporting the 'Clean for the Queen' campaign and are hoping that local organisations, groups, schools and businesses will also do their bit. Litter picking events can be planned for any time but the 'Clean for The Queen' weekend is on March 4<sup>th</sup>-6<sup>th</sup> 2016. This can be officially registered and advertised online at: [cleanforthequeen.co.uk](http://cleanforthequeen.co.uk). FHDC is offering support by supplying litter picking equipment and collecting any bags of litter after the event, but has limited supplies available. Cllr F Lewis said she would be unable to be involved that weekend but outlined what a coordinator for this event does. The Clerk was asked to advertise this in the Barton Miller for Saturday 5<sup>th</sup> March from 9-12pm. Cllr Boura suggested councillors consider areas in need of attention.

#### 5. Reports from the District Councillor

Cllr Harvey discussed the West Suffolk Hub consultation document which Cllr Boura offered to email to councillors interested. He discussed the proposed anaerobic digester plant at Bay Farm in Red Lodge and said, from his experience, it would give off no smell whatsoever.

Cllr Boura enquired about the timescale for the next stage of the Development Line consultation.

Cllr Hayward asked about the Worlington Road bus stop; Cllr Harvey said this was out of his control but said he would make enquiries. Cllr Boura said it is a county issue.

Cllr R Lewis asked if he had any suggestions for obtaining funding for the footpath. He recommended discussing this with Cllr Robin Millar at the Parish Forum as he is chairman of the committee allocating funds. He also suggested looking at the West Suffolk Community Chest and any appropriate charity funding.

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

- a. £309.60 Clerk's net salary (December 2015) – chq. 1377
- b. £77.40 HMRC (PAYE December 2014) – chq. 1378
- c. £23.24 Clerk's expenses (December 2014) - chq. 1377

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

- d. £21.34 Acting Returning Officer (election fees for uncontested election)- chq. 1379
- e. £629.89 Proludic (replacement platform for climbing frame) – chq. 1380
- f. £86.80 FHDC (emptying of litter bins) – chq. 1381

Cllr Flack proposed agreeing all payments: all in favour.

#### Other

Budget and Precept – the recommendations of the finance group were distributed with the agendas. The Clerk outlined the main points. Cllr R Lewis asked about the effect of an increased number of houses in the parish; the Clerk agreed this would mean the precept per house would decrease. Cllr R Lewis proposed accepting the budget as presented: all in favour.

Cllr Hayward said there was a problem with a street light near to the corner of Station Road. The Clerk suggested this could be discussed outside the meeting.

#### 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:

- a. DC/15/2200/VAR 26c Worlington Road – Proposed 9 no. dwellings and 1 no. B1 office unit without compliance with Condition 25 of DC/14/2320/FUL to allow variation of dwelling types as detailed on revised plans. *Cllr Fuller proposed no objection: all in favour.*
- b. DC/15/1928/FUL Plot 4 (Sandfords Nursery) Newmarket Road – 1 No. two-storey dwelling with detached double garage. Cllrs R Lewis and F Lewis left the meeting for this item. *Cllr Boura outlined the plans and proposed no objection with the comment that the front wall should be of a similar height to that of the adjacent bungalow: all in favour.*
- c. Land Used for Car Boot Sale, Newmarket Road - variation of condition 4 of planning permission F/2009/0137/COU to allow car boot sales every Wednesday commencing the third week in May up until the second week in September (inclusive). Cllr Dawson commented that during sales over the summer, cars and lorries were often backing up past Fiveways on the A11 and wondered what Highways thinks of this. *Cllr Boura proposed objecting on road safety grounds: all in favour.* Cllr R Lewis asked the Clerk to

write to both the Highways Agency and Suffolk Highways expressing concerns about traffic safety over the current use.

Cllr Dawson also raised the issue of cars parking on the bend of the road outside the Bull as it turns into the Street and suggested a double yellow line should be added here. The Clerk said he would raise this with Suffolk Highways.

Highways England has recommended that planning permission should not be granted until anecdotal evidence from the Parish Council has been corroborated and, possibly, mitigated by the applicant.

- d. DC/15/1250/ADV Land used for car boot sale, Newmarket Road – application for advertisement consent: 1 no directional banner sign. Cllr R Lewis was concerned that approval of this would open the floodgates to anyone wanting to erect a sign which he considered really to be an advertising sign in any case. *He proposed objecting to the application: all in favour.* Cllr R Lewis said he had seen a vinyl sign erected already; Cllr Harvey said the Planning Department is not in favour of the application and he would draw this to their attention.

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

- a. Fiveways Farm. Cllr R Lewis asked if there is any update as there appears to be more vehicles, horses and signs. He said there has been no visible progress. Cllr Harvey said he would follow this up.
- b. Car boot sales. Cllr Boura said she had not heard from the football club so thought its slots should be reallocated. Cllr R Lewis asked who had been contacted about this and said there is a new contact at the club. Cllr Flack thought the club should have until the next meeting to respond.
- c. Barton Miller. Cllr Boura expressed concern about the creation of the back page and the online publication of the magazine. Cllr R Lewis said he would liaise with her on this.
- d. Clerk. The Clerk announced his resignation after 12 years. Cllr Boura and the clerk will arrange for the vacancy to be advertised. She suggested a group comprising herself, Cllr Harji and the Clerk could be delegated to appoint a new Clerk.

**9. Date of next meeting:** Tuesday 2<sup>nd</sup> February 2016 in the Village Hall