

# Barton Mills Parish Council

**Clerk to the Council:**  
Vacant

**Chairman:** Mrs P Boura    Home (01638) 510504    chairman@bartonmills.net

## Minutes of the Meeting of Barton Mills Parish Council

held in the Church Room on Tuesday 9 August 2016 at 7.30 pm.

**Present:**    Cllr Pamela Boura (chairman)  
                 Cllr Amin Harji  
                 Cllr Annette Dawson  
                 Cllr Garry Flack  
                 Cllr Keith Fuller  
                 Cllr Richard Hayward  
                 Cllr Frances Lewis  
                 Cllr Robert Lewis  
                 Cllr Steve Mullender

District Cllr Brian Harvey

1. **Opportunity for members of the Public to speak (3 minute limit, not statutory part of meeting).** None present.
2. **Courtesies. Apologies and Signing of the Register.**  
Cllr Boura was thanked for undertaking the work of the clerk in preparing for this meeting. Cllr Fuller volunteered to take notes of the meeting from which Cllr Boura will write the minutes.  
**Declarations of Interest:** None
3. **Police Matters:** There was no report but Cllr Harvey said that a newsletter was available online. Accessing this was deferred for action by a new clerk. There will be a public meeting with the Police and Crime Commissioner at The Pavillion in Mildenhall (behind the Jubilee Centre) at 6.30 pm on Wednesday 21<sup>st</sup> Sept.
4. **Minutes of the meeting held on 5<sup>th</sup> July 2016.**  
These were proposed by Cllr F Lewis, agreed and signed.
5. **Reports from District and County Councillors:**  
“Fiveways Farm” is an ongoing issue to which, at present, there appears to be no solution. The planning application for a sign near the A11 northbound, effectively advertising McDonalds, has been refused.  
Cllr Harvey described the proposals for North Red Lodge put forward by developers at a recent exhibition which Cllr R. Lewis had also attended.  
There has been a recent accident on the road between Barton Mills and Worlington. Cllr R. Lewis explained that the building of the new block of flats at Bridge Farm Close is held up by a dispute between the developer and the builder.

## 6. Planning

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

### General and for consideration:

- a. DC/16/1259/HH 43 Church Lane, Barton Mills. Householder Planning Application for a two storey rear extension  
*Cllr R Lewis proposed "support" and this was agreed unanimously.*

### Awaiting Forest Heath decisions and pending appeal:

b. DC/16/0792/ADV PROPOSAL Application for Advertisement Consent - Non-Illuminated free-standing notice board LOCATION Bridge Farm Close Barton Mills Suffolk' *"Support" had already been recorded by the clerk.* **APPROVED**

c. DC/16/0683/FUL PROPOSAL Planning Application - Retention of hand car wash operation LOCATION Car Wash Fiveways Services Fiveways Barton Mills  
*"Support" proposed by Cllr Harji; agreed unanimously.*

d. DC/16/1063/HH PROPOSAL Householder Planning Application - two storey side extension LOCATION 42 Church Meadow Barton Mills Suffolk IP28 6AT  
*"Support" proposed by Cllr R Lewis; agreed unanimously.* **APPROVED**

e. DC/16/0715/FUL Planning Application - Retention of - Change of Use of Orthodontic practice (Use Class D1) to self-contained Flat (Use Class C3) LOCATION Flat The Manor Newmarket Road Barton Mills  
*"Support" proposed by Cllr Flack; agreed unanimously.* **APPROVED**

f. DC/16/1083/HH PROPOSAL Householder Planning Application - Detached three bay garage and store LOCATION The Old Railway Station Road Barton Mills Suffolk

*Cllr Hayward stated the design was in keeping with the other buildings on the site*  
*"Support" proposed by Cllr R Lewis; agreed unanimously.* **APPROVED**

g. SCC/01401/16 PROPOSAL To extract chalk to widen an internal track for onsite access.  
*"Support" proposed by Cllr R Lewis; agreed unanimously.*

h. DC/13/0927/OUT Reserved Matters Application - Submission of details under outline planning permission - the means of access, appearance, landscaping, layout and scale for a residential development of 78 dwellings with associated garages, landscaping and ancillary works. Land South of Worlington Road Mildenhall Suffolk  
Parish Council noted Condition 25 – on the outline planning permission already granted.

*Cllr Dawson stated the development had had only one objection in total. Overall it is agreed the proposed development is quite spacious.*

*Cllr Boura proposed "no objection" and this was agreed with 5 in favour and 2 abstentions.*

*The Parish Council to ask for consultation regarding the proposed traffic calming, the design of the gate feature which should include a Barton Mills sign, and that the crossing should be a "Pelican" type crossing. The clerk to also enquire about the possibility of S106 funding for improvements to the footpath to Mildenhall.*

Cllr Hayward has requested consultation. District Cllr Harvey reported that the new crossing will be a zebra crossing and will be sited west of the Bridge Farm Close entrance, between there and the entrance to the new development.

Cllr Boura reported that she now had the password for the planning portal and will liaise with Cllr Hayward about this.

- I. DC/16/0636/HH 27 The Street Barton Mills Suffolk IP28 6AA. Householder Planning Application - (i) first floor extension to create two storey dwelling (ii) single storey rear extension with attached garage to side. There have been no objections. *Cllr Dawson proposed no objection; all in favour. **APPROVED***

## 7. Matters arising and pending

- a. Affordable Housing: Cllr Boura previously contacted Isobel Wright from Hastoe. She said that she had held some constructive discussions with FHDC about evidence of need.
- b. Provision of a village notice board in the vicinity of Worlington Road: planning permission has been granted and Cllr Boura has ordered the board. Peter Cumber has confirmed that he will install it. Authorisation of expenditure of up to £100 for installation was proposed by Cllr Mullender and agreed unanimously.
- c. Footpath to Mildenhall: Footpaths officer Claire Dickson now has two quotes for completing the re-surfacing of the path with path hogging or alternatively a board walk. She is awaiting a third quote. The lowest price so far for the hogging is £4,510 + VAT and for the board walk is £14,220 + VAT. She is able to contribute half the cost of the hogging and as Cllr Waters has already put £2000 aside for this project and the balance can be funded by ourselves, funding is in place for this to proceed. Claire is still awaiting the result of an application for funding from the County Council "safe routes to school" budget and this or s106 funding from the Mildenhall Hub project are the only ways that she can see to raise sufficient funds for completing a board walk.  
Cllr R Lewis proposed to suggest proceeding with the path hogging so that this work can be completed before the path gets muddy again this autumn. This was agreed unanimously and Cllr Boura will pass on our view to Claire.

Complaints had been received about the overgrowth on this footpath and also on the path from Station Road to Worlington Road which is impassable. Claire Dickson had confirmed that the overgrowth on these paths will be cut shortly and the path to Mildenhall was cut on the day of the meeting. Cllr Hayward said that the path to Worlington was blocked by fallen trees.

- d. VAS (30mph flashing sign) Update: Possibility of a shared sign between Barton Mills and Worlington. SID – costs 2.5 to 3 K plus £150 per pole x 3. The parish needs to ensure the locations meet the criteria and Cllr R Lewis has assisted Cllr Hayward with a survey. Suitable sites have been identified on Church Lane and Worlington Road. However, no site adjacent to the playing field on Mildenhall Road can meet the 100m sight line criteria and it will be necessary to check if this site can go forward. Cllr Lewis is sorting out a better map of the locations and Cllr Hayward will complete the application forms.
- e. Good Neighbour Scheme: A "Good Neighbour Scheme" co-ordinates a list of volunteers who are willing to help out with jobs such as shopping or changing light bulbs. A support network for this is run by Community Action Suffolk and Cllr Boura previously met with

their West Suffolk field officer, Jon Eaton. It was agreed to publicise this possible scheme in the next two Barton Millers and to hold a public meeting on 5 October. Cllr Boura has confirmed the booking of the Village Hall and the parish council confirmed that they would meet the preliminary costs. If two or three people can be identified to take this forward before October, then Jon Eaton will arrange a meeting with the organisers of the Lakenheath Scheme, in September, to discuss practicalities. Cllr F Lewis agreed to publicise Good Neighbour Schemes within the church.

- f. Defibrillator: Terry Waters will meet all costs in memory of the late Tony Morley. It was agreed that the finance for this project should go via the Parish Council accounts. The process of adopting the telephone box and removing the existing phone has commenced and this is expected to take about 3 months.
- g. Football coaching: Cllr Fuller has confirmed the coaches for 25<sup>th</sup> and 27<sup>th</sup> October at 1.30 pm. Publicity will be arranged in September. Arranging the transfer of funds from the BM football club (£405.00 grant from FHDC) is being pursued by Cllr R Lewis. It was not known if this money has been credited to our account.
- h. Missing Deeds to Playing Field: Deferred until a new clerk can be asked to follow this up with Solicitors Bendalls and Grosse & Co.
- i. Maintenance of the playing field: INL Landscapes quoted £75 per cut for the hedge, £80 for initial work on the Peace Garden and then £15 per month and £30 to spray the weeds on the car park or £20 per month if sprayed monthly. This work has been done. Many favourable comments have been received about the way the field is now being cared for.  
It was agreed that spraying the weeds on the car park monthly was unnecessary. Cllr Boura had also requested that the nettles in the "Bee World" should be strimmed but there was a misunderstanding and the area has been mown.
- j. Play Equipment: The gyrospire requires replacement bearings. Malcolm Boura dismantled it and identified the exact parts required which has reduced the cost of the repair to £44.05 + VAT. Two packs of plastic clips for holding the nets on the goals are also needed and will cost £38.24 + VAT. It was noted that the nets themselves will need replacing soon.
- k. Street lighting: Cllr Boura has not yet received the quote.  
Accident damaged light in Worlington Road: SCC responded, just after the last meeting, that they had asked Kier to let us know the timetable for the replacement. However, Kier has not been in touch and County Cllr Waters will be asked to follow this up.

l. Improvements to the corner of the playing field where cars turn in Grange Lane: Cllr Boura discussed this with potential contractors who thought that grass wouldn't grow properly under the trees and that alternative surfaces would be more suitable for the location. Quotes have been received for a 4m x 6m area as follows:

	AMS	INL	HAYWARD
60mm paving bricks:	£2916 + VAT	£2504.50	
50mm paving bricks:		£1804.50	£1875.00
150 mm Concrete:		£1618.35	£1902.00
Hardcore and stone:		£1161.50	£1250.00

County Cllr James Waters has been asked if he would be willing to contribute to the cost.

Cllr R Lewis proposed to re-surface the area in hardcore and stone and this was agreed with one abstention. Cllr Boura will check the specifications and then decide, in consultation with Cllrs Harji and R Lewis, which quotation to accept. However, no work will proceed until the funding has been finalised.

m. Cllr R Lewis will draft a letter to Mr Warin asking him to uphold his promise not to hold car boot sales in the morning on the same day as sales on the playing field.

He also suggested collating evidence of queuing on the A11 during car boots sales and to make the authorities aware of the potential danger. Ringing 101 was suggested if the highway was obstructed.

n. The Manor View/Church Lane footpath was becoming overgrown by the adjacent hedge. This hedge has now been cut.

o. The clerk will write to Glynn East requesting that Matthew Plested should be considered for laying the veteran's wreath, on Remembrance Sunday, as his grandfather used to do. This action was deferred pending the appointment of a new clerk.

p. The County Council finally acknowledged that the two relevant trees in Church Meadow and Manor View were dead and they were felled last week.

## 8. Finance

a. Receipts:

£50 from BM Allotments Assoc for use of field (boot sale), £200 donation for use of field

Payments for approval:

ch 1442	BDO LLP	£200+ VAT= £240	Review of Annual Return
ch 1443	W. Beardsmore	£80	Picnic Area
ch 1444	I Roberts	£385	I NL Landscapes for field
ch 1445	Proludic Ltd	£44.05+VAT=£52.86	Gyrosfire Repair
ch 1446	Collier Sports	£38.24+VAT=£46.26	Clips for goal nets
ch 1447	Signs of Cheshire Ltd	£545+VAT=£654	Noticeboard
ch 1448	Cllr Boura	£26.60	Printing, stamps etc

All payments proposed by Cllr R Lewis and agreed unanimously.

b. Investment of the reserve: deferred until a new clerk has been appointed.

c. Change of signatories – Cllr Boura has the forms and will take these to the bank.

d. To agree that:

*The annual return has been presented to Barton Mills Parish Council including the certificate and has been accepted by the council.*

The certificate confirmed that no issues had been raised during the review.

Proposed by Cllr Harji and agreed unanimously.

**9. Resignation of Abigail Davies as clerk to the council.**

Cllr Boura contacted the second choice candidate from the previous interviews. However, she is unfortunately no longer available. Cllr Boura arranged for the vacancy to be advertised but there had been just one enquiry and no applications. There will be further advertising and Cll R Lewis said that he would arrange for the job to be advertised on facebook. It was agreed to advertise the salary as £10 - £12 per hour. Abi Davies has now completely finished working for us and all records and equipment has been passed on to Cllr Boura who will stand in for the time being. Cllr Dawson offered to store the printer and cartridges and to print the Barton Miller covers and this offer was gratefully accepted.

**10. Community Showcase:** To be organised by Mildenhall Parish Council on Sat 17 Sept from 11.00 am to 2 pm in the Market Place. Barton Mills is being invited to participate. Cllr Boura suggested running one stall to which all Barton Mills organisations can contribute. This was agreed and Cllr Boura and Cllr F Lewis confirmed that they would be available on the day.

**11. West Suffolk Parish Conference:** to be held at Newmarket Memorial Hall on Monday 14 November.

**12. Horses on the playing field.** Two girls have been seen several times recently riding horses on the field and we have been asked what our policy is on this. Concerns have been expressed about safety and faeces. It was agreed that horses should not be allowed and, if they are seen by any councillors, the riders should be asked for their names and addresses and asked not to bring horses on to the field.

**13. Suggested purchase of a secondhand tent** for community use. A high quality secondhand party tent is being offered for sale at a very reasonable price. However, there is no community storage available and it was agreed unanimously not to purchase it.

**14. Any Other Business:** Cllr F Lewis reminded councillors about the questionnaire on replacing the Church Room which has been circulated to all residents and must be returned by 1<sup>st</sup> Sept. Cllr Fuller said that some residents didn't understand the questions. Discussion followed on ideas for the future of both the Church Room and the Village Hall.

**15. Date of next meeting:**

The next meeting will be held on Tuesday 6th September at 7.30 pm in the Village Hall. Cllr Boura will be on holiday for the week prior to this meeting and will distribute the agendas by email on or before 1<sup>st</sup> Sept. Paper copies will follow on Monday 5<sup>th</sup> Sept.