

Barton Mills Parish Council

Minutes for the Meeting of Barton Mills Parish Council

Held in the Village hall on Tuesday 4th April 2017 at 7.30 pm.

Councillors Present: Cllr. P. Boura (PB) - Chair, Cllr. K. Fuller (KF), Cllr. F. Lewis (FL), and Cllr. R. Lewis (RL), Cllr. G. Flack (GF), Cllr. A. Dawson(AD), Cllr. A. Harji (AH), Cllr. S. Mullender (SM) & Cllr. R. Hayward (RH).

Also Present: Clerk – Vicky Bright. Cllr. Brian Harvey – FHDC & Cllr. Louis Busuttil. Cllr. Colin Noble – SCC & Guy Smith – SCC Highways.

Item		Action
	The Chairman welcomed everyone.	
	<u>Public Forum – LGA 1972, Section 100(1):</u> There were no members of the public in attendance.	
17/04/1	<u>'Fiveways Farm' Update</u> Cllr. Noble gave an update explaining that previous attempts by Highways England to evict Mr Dale had failed, due to the presence of the horses and there being no one present to remove them for their safety. RSPCA have considered that the animals state of health is 'good' and their welfare is not at risk. Suggestions were discussed regarding how the horses could be removed and therefore no longer be a factor. Cllr. Noble confirmed that the issue of the horses needs to be addressed and should have been factored into the original eviction procedures. He confirmed that all agency's (SCC, Highways England, Forestry Commission) are now working together to ensure that further action taken is coordinated. It was confirmed that Mr Dale is currently residing on Forestry Commission land and that his fencing is on SCC land. It was confirmed that the multi-agency solicitors are actively pursuing legal orders and it is hoped that action may be taken as soon as Summer 2017. Cllr. Noble promised that the Parish Council would be kept informed with regular reports. Cllr. Noble also confirmed that £400,000 funding had been secured for traffic lights and other interim measures at Fiveways roundabout, hopefully to be installed next year as a temporary solution. The next A11 meeting is scheduled for June 2017.	
17/04/2	<u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> None. <u>Absent:</u> None.	
17/04/3	<u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> Cllr. A. Dawson declared an interest in Item 7 (e).	

Barton Mills Parish Council

- 17/04/4 **Minutes of the last meeting held on Tuesday 7th March 2017 – LGA 1972, Schedule 12, para41(2):**
Cllr. Fuller (KF) proposed the minutes as a true record of the meeting held on Tuesday 7th March 2017, and the minutes were accepted by vote.
Resolved 17/04/4.01
The Minutes of the meeting of 7th March 2017 were adopted as a true statement and signed by the Chair, Cllr. Boura (PB).
- 17/04/5 **Police Matters:**
The latest edition of your local Safer Neighbourhood Team (SNT) newsletter is now available to view on the Suffolk Constabulary website <https://www.suffolk.police.uk/your-area>
- 17/04/6 **Local Authority Reports:**
- i) **Suffolk County Council**
None received. Apologies sent by Cllr. Waters. It was suggested that the Clerk pass on Good Wishes to Cllr. Waters for a speedy recovery.
- ii) **Forest Heath District Council**
Cllr. Harvey reported on the following;
- FHDC fully supports the 'Fiveways Farm' action and is also disappointed in the progress made so far.
 - It is good news that the Good Neighbour Scheme will soon be up & running.
 - It is nice to see the bulbs in Church Meadows looking so nice.
 - The Fiveways roundabout solutions are still in discussion and ongoing.
- It was suggested the Clerk write to Highways England to enquire what works have been carried out, following the several closures of the A11 recently.
- 17/04/7 **Planning Matters:**
- i) **General & For Consideration:**
DC/17/0534/TCA - Trees Notification Area Notification - 1no. Yew (T1 on plan) - crown reduce the height and spread by 20-25% and shape following the line of previously cut lower lateral branches - 29 The Street Barton Mills IP28 6AA
Cllr. Boura proposed no objections, all were in favour.
Resolved 17/04/7.01
No objections to DC/17/0534/TCA.
- ii) **DC/17/0493/TPO - TPO1973(238) -Tree Preservation Order - (i) 1 no. Cherry (1 on plan) overall crown reduction to 3 metres; (ii) 2no. Yew (2 on plan) overall crown reduction to 4 metres and (iii) 3no. Lime (3 on plan) pollard to 8 metres - Neyland House 11 The Street Barton Mills Suffolk**
Cllr. Boura proposed no objections, all were in favour.
Resolved 17/04/7.02
No objections to DC/17/0493/TPO.
- iii) **DC/17/0276/TPO - TPO 238 (1973) - Tree Preservation Order -(i) T1, T2 and T4 - Beech – crown raise to 6 metres above ground and prune back to provide 3 metres clearance from no. 17a (ii) T3 Acer – fell (as amended 28/03/2017 - 15 The Street, Barton Mills**

Clerk

Barton Mills Parish Council

Cllr. Boura proposed no objections, all were in favour.

Resolved 17/04/7.03

No objections to DC/17/0276/TPO.

iv)

DC/17/0602/TCA - Trees in a Conservation Area notification - 1no. Ash, 4no. Cherry and 12no. Spruce (within G1 on plan) – fell - Cherry House 66 The Street Barton Mills

Cllr. Boura advised this application stated cause due to Storm Doris. She suggested that it would be a huge impact on the street scene and that conditions should be proposed to replace with further planting if approved. The need to remove so many trees due to storm damage was queried. It was suggested that the decision should be left to the Tree Officer and Cllr. Lewis (RL) proposed no comments, 6 were in favour with 3 abstaining.

Resolved 17/04/7.04

No comments to be submitted for DC/17/0602/TCA.

It was agreed that future TPO/TCA applications be listed separately on the agenda and only to be discussed if felt necessary.

Awaiting Forest Heath decisions and pending appeals:

a) DC/17/0099/TPO - TPO 238 (1973) Tree Preservation Order (i) 1no. Yew (T1 on plan, within G3 on order) prune away from BT wire to achieve 0.5 metres clearance from the wire and (ii) 1no. Beech (T2 on plan, T3 on order) Crown raise to 6 metres above ground level - The Dhoon 19 The Street Barton Mills – *Approved 9th March 2017*

b) DC/17/0098/TCA - Trees in a Conservation Area Notification - 1no.Ilex (T3 on plan) - reduce height to 15 metres - The Dhoon, 19 The Street, Barton Mills – *Approved 22nd February 2017*

c) DC/17/0097/TCA - Trees in a Conservation Area Notification - (i) 1no. Sycamore (1 on plan) reduce in height to 6 metres (20ft); (ii) 1no. Silver Birch (2 on plan) reduce in height to 4.5 metres (15ft); (iii) 1no. Horse Chestnut (3 on plan) reduce all branches to 1.2 metres (4ft) in length - Sweet Peace, 19A The Street, Barton Mills – *Approved 21st February 2017*

d) DC/17/0052/TCA - Trees in a Conservation Area Notification - 1no. Silver Birch- Fell – 29 The Street, Barton Mills – *Approved 22nd February 2017*

e) DC/16/1877/FUL – 1 dwelling - Land Adjacent to The Old Maltings The Street Barton Mills – *The Conservation Officer objects to over-development of the area, thus causing a delay in decision. The Planning Officer is currently on leave, but a query has been raised for them on their return.*

Clerk

f) DC/16/0683/FUL Retention of hand car wash operation - Car Wash Fiveways Services Fiveways Barton Mills – *The landscaping plan has been agreed, there is no confirmed date for plan to be actioned.*

Clerk

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 – *To consider Highways Gate and Signage*

Barton Mills Parish Council

Once again it was discussed how signage could be confusing. It was suggested that it was time to educate people so that the area does not remain in 'limbo'. As currently the area is a 'no man's land' and there is a need to make residents there feel a part of the village. It was clarified that although the postal addresses on Worlington Road are Mildenhall, the area is actually within the Barton Mills Parish. Cllr. Boura confirmed that the highway gate is a condition of the planning approval. Cllr. Lewis (RL) proposed a gate with no signage, 6 were in favour, 2 against and 1 abstained.

Resolved 17/04/7.05

It was agreed that the suggestion of a 'Barton Mills' sign not be included in proposed designs of the gate.

The Clerk is to follow up with the applicant and planners regarding the design and timeframe of the gate.

Clerk

17/04/8 Clerks Report Matters Arising from the Minutes of the Last Meeting (For Info Only): Clerks Report

The Clerk advised that the issue of the unpaid rent to SCC for the land used as allotments had now been resolved and SCC had agreed to waive the backdated rent and to begin invoicing annually from 1st April 2017.

Cllr. Boura asked if the Play Area annual inspection date had been confirmed, the Clerk is still waiting confirmation of the date.

Clerk

17/04/9 Correspondence

A new club (Bridges) for over 16's who have learning disabilities or additional needs (autism) is being run on the 1st & 3rd Thursday of every month starting 6th April 2017, at the Mildenhall Community Hub Tel: 01638 716631.

Thank you letters in respect of annual donations given by the Parish Council were received from East Anglian Air Ambulance and CAB.

Cllr. Boura confirmed that the A11 meeting had been rescheduled for June 2017.

17/04/10 Affordable Housing

Cllr. Boura confirmed the survey had been distributed after the last meeting, the deadline for submissions is 20th April 2017. It was discussed that residents had raised concerns about the length and financial questions asked on the form. Cllr. Boura and Cllr. Dawson explained that the questions were necessary and a requirement for assessing the housing need.

17/04/11 Parish Matters

i) Footpath to Mildenhall Works Update

Cllr. Boura advised that the works had been deferred due to gas works being carried out. Works are hoped to start over Easter. Funds have been secured for the whole costs and therefore the Parish Council and Mildenhall PC donations are no longer required.

PB

ii) SID Scheme Update

The Clerk confirmed that funding had now been received and the posts had been installed. The equipment has been ordered and delivery is expected towards the end of the week. The Clerk is to draft a rota for the sign to be moved around on a fortnightly basis.

Clerk

Barton Mills Parish Council

iii) **Good Neighbour Scheme**
Cllr. Boura confirmed that the launch meeting had been rescheduled for 2nd May 2017 at 7:30pm.

iv) **Street Lighting Quote Update & Update on Worlington Road Street Light**
Cllr. Boura advised that the site meeting with UKPN had gone ahead and presented the quotes from Pearce & Kemp and K&M Lighting;

*Bell Lane – Pearce & Kemp £1,649.50, K&M £1,830.84 (UKPN Costs £1,120.35) all plus VAT
Grange Lane – Pearce & Kemp £616.32, K&M £1,099.75 (UKPN Costs £710.85), all plus VAT*

*Church Lane – Pearce & Kemp £1,141.67, K&M £1,649.50 (UKPN Costs None) all plus VAT
Removal of 1 light on Worlington Road – Pearce & Kemp £69.50, K&M £170.00 (UKPN Costs £230.00) all plus VAT*

Councillor's queried the positioning of the street light proposed for Grange Lane, it was agreed to hold a site visit to agree the location. Cllr. Lewis (RL) proposed accepting the quotes for the 4 lights from Pearce & Kemp, subject to a site visit to Grange Lane, 8 voted in favour with 1 abstaining.

Resolved 17/04/11.01

It was agreed to accept the quote from Pearce & Kemp for the 4 lights, subject to a site visit for the Grange Lane light location to be approved by all.

Cllr. Boura confirmed the ivy had been removed from the Station Road light.

The Clerk presented a contract for the maintenance of the 4 Victorian Lamps from K&M Lighting and this was duly signed by the Chair (PB).

The Clerk confirmed she had received the quote for the annual street light maintenance contract from K&M, but was still waiting for the quote from Pearce & Kemp.

Clerk

v) **Worlington Road Street Lighting**
It was confirmed that there was no designated Section 106 money from the Worlington Road development for street lighting. Cllr. Hayward put forward the suggestion that the street lighting on Worlington Road was very spaced apart, the lighting past the bridge and further up was between 33-35m apart and resulted in very dark areas. He proposed that as the road is seeing increasing traffic and pedestrian footfall that two new lights were needed at Bridge Farm Close and on the corner of the bridge. It was agreed that safety is paramount and it was suggested that the Clerk write to SCC about the possibility of installing two new lights. Cllr. Hayward queried why it had to be SCC responsibility and whether the Parish Council could not add the two lights to the street light program. Cllr. Boura advised that the street lighting in that area was SCC responsibility and that first approach should be to them and that if they were unwilling to help then the Parish Council could look at considering the two lights in the next phase of the street light program, this was supported by Cllr. Lewis (RL) and it was agreed that the Clerk write to SCC.

Clerk

Cllr. Hayward expressed his concern at the lack of interest in the Worlington Road area and felt that the opinions of the Worlington Road residents were not taken seriously, this was refuted by Councillor's. Cllr. Hayward advised that he would no longer sit on the Council as a

Barton Mills Parish Council

member and this would be his last meeting.

- vi) **Title Deeds & Land Registry Quotes for Playing Field**
The Clerk advised that the application had been submitted to Land Registry by Bendall & Sons and it was expected to take 3-4 months.
- vii) **Update on Village Hall Car Park Works**
Cllr. Boura confirmed the works had now been completed.
- viii) **Update on Football Club Lease**
The Clerk confirmed that the Football Club had signed the lease, she presented two signed copies of the lease which were duly signed by the Chair (PB) and witnessed by the Clerk.
- ix) **Playing Field Notices**
The Clerk presented example of a notice for the field, it was agreed that the main issue was with Horses. The Clerk advised that guidance from SALC and FHDC had suggested that the Parish Council could make a 'Bye-Law' to enforce 'No Horses'. It was felt that at this time it would be prudent to try the notices first. It was agreed to use the Clerk's draft notice with amendments, and Cllr. Lewis (RL) offered to print and laminate temporary A3 signs. It was agreed to proceed and the wording, locations and decision to purchase permanent signs will be added to the next agenda for discussion.
- x) **Grass Cutting Annual Contract Renewal**
The Clerk presented the contract for the annual grass cutting from INL for the forthcoming year. Cllr. Boura proposed continuing with INL, all were in favour.
Resolved 17/04/11.02
It was agreed to renew the annual contract with INL for the year at £2,478.00.
- xi) **Peace Garden**
Cllr. Boura presented quotes for bark and slate to top the peace garden. The pros and cons were discussed for both options. Councillors discussed keeping the garden as it is and monitoring the maintenance by INL, further planting was discussed. Cllr. Lewis (FL) proposed to keep it as it is for now and review in the Autumn, 6 were in favour and 3 abstained.
Resolved 17/04/11.03
It was agreed to keep the garden as it is and to continue with INL maintaining it. To be discussed again in Autumn.

Cllr. Boura presented a quote for replacing the broken post, for £55 + VAT, she proposed proceeding with the quote, all were in favour.
Resolved 17/04/11.04
It was agreed to proceed with replacing the broken post at the Peace Garden at a cost of £55 + VAT.
- xii) **Defibrillator & Phone Box Adoption Update**
The Clerk advised that she had contacted BT and was still waiting their response.
- 17/04/12
i) **Finance**
Parish Council Bank Balances and Reconciliation from list of Payments & Receipts
Resolved 17/04/12.01
It was proposed by Cllr. Boura (PB) that the bank balances and reconciliation of payments

RL

Clerk

Barton Mills Parish Council

and receipts be received and adopted and initialled & signed as such by the Chairman (PB). All were in favour. The bank account balance as of 28th March 2017 is £25,255.61.

ii)

Cheques for Signing and Approval & to Authorise Payment of Outstanding Invoices

Cllr. Lewis (RL) proposed that the payments of the following outstanding invoices and the cheques be approved.

Resolved 17/04/12.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. R. Lewis and Cllr. F. Lewis.

Mrs. V Bright	Mileage & Expenses	1497	£21.59
Paragon Internet Group	Website hosting	1498	£14.99
Tindall's	Barton Miller Paper Donation	1499	£108.00
INL	Car park works	1500	£555.00
INL	Remove dangerous branch	1501	£60.00
INL	Grass cutting March 2017	1502	£120.00
SALC	Payroll	1503	£54.00
Mrs. P Boura	Expenses	1504	£9.32

iii)

Update on Bank Mandate

Cllr. Boura confirmed that the second mandate had now been processed and all current Councillors were signatories on the account.

The Clerk is to chase progress of the 32-Day Notice Account.

Clerk

17/04/13

i)

Councillors Reports and Items for the next agenda

External Meetings that Councillors may wish to report upon

Cllr. Lewis (FL) reported that the SALC meeting held on 14th March had discussed Highways issues, dog fouling and Community Speed Watch. The attendees and SALC had been very helpful regarding advice given on the problem of Horses on the Playing Field.

Cllr. Boura reported that she would be attending the Parish Forum on Wednesday 5th April 2017.

ii)

Councillors Reports

Cllr. Boura reported that the clean up after Storm Doris was now complete. She advised she had installed the last of the green matting by the recycling bins. She confirmed the Worlington Road notice board works are to be done soon.

PB

Cllr. Fuller reported that the closure of the footpath from Barton Mills to Mildenhall due to gas works had been inconvenient and that there had been little notice or signage to announce the closure.

iii)

Items for Future Agendas

- Affordable Housing Needs Survey Update
- Footpath to Mildenhall Update
- SID Update
- Annual Street Lighting Quotes

Barton Mills Parish Council

- Playing Field Land Registry Update
- Permanent Playing Field Notices to be discussed
- Adoption of BT Phone Box & Defibrillator Update
- Assets Maintenance
- Solar lights for the Barton Mills > Mildenhall Footpath (June agenda)

iv)

To Agree the Date of the Annual Parish Meeting

Cllr. Boura advised that her previous suggestion of moving the Annual Parish Meeting to June was not practical, as the meeting had to be held before 1st June per legislation. She suggested therefore moving the meeting to end of May. The Clerk questioned the need to separate the two meetings and suggested holding the Annual Parish Meeting on the same day as the Annual Parish Council Meeting, as is standard practice. Cllr. Boura argued this and stated that it is now recommended to hold the two meetings separately, the Clerk questioned this guidance and confirmed she had received no such guidance. Cllr. Dawson proposed holding the Annual Parish Meeting on Wednesday 17th May 2017 with the Annual Parish Council Meeting at 7pm, 7 voted for, 1 voted against and 1 abstained.

Resolved 17/04/13.03

It was agreed to hold the Annual Parish Meeting with the Annual Parish Council Meeting on Wednesday 17th May 2017 at 7pm in the Village Hall.

Cllr. Boura suggested that the Annual Parish Meeting should be held after the Annual Parish Council Meeting, the Clerk advised that it was best practice to hold the Parish Meeting first, to allow residents to attend the meeting and not have to sit through the Parish Council meetings. Cllr. Boura queried when the Ordinary Parish Council Meeting would be held. The Clerk advised that the Ordinary meeting would follow on from the Annual Council business and would be on the same agenda, just separated under Annual Business and Ordinary Business. Cllr. Boura questioned this. Cllr. Lewis (FL) suggested that it would be better to hold the Parish Meeting first to ensure that the Council did not feel rushed when discussing the Council business. It was agreed to hold the Annual Parish Meeting first at 7pm, followed by the Annual Parish Council Meeting and the Ordinary Parish Council Meeting.

The next meeting will be the Annual Parish Meeting held on Wednesday 17th May 2017 at 7pm, in the Village Hall, followed thereafter by the Annual Parish Council Meeting.

There being no further business the meeting closed at 9:58pm.

Signed: *Annette Dawson*
Chair, Barton Mills Parish Council

Date: 17th May 2017

Barton Mills Parish Council