

Barton Mills Parish Council

Minutes for the Meeting of Barton Mills Parish Council

Held in the Church Room on Friday 10th February 2017 at 7.30 pm.

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

Also Present: Clerk – Vicky Bright.

Item		Action
	The Chairman welcomed everyone.	
	<u>Public Forum – LGA 1972, Section 100(1):</u> There was one member of the public in attendance.	
17/02/1	<u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> Cllr. Annette Dawson. <u>Absent:</u> None.	
17/02/2	<u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> Cllr. R. Lewis & Cllr. F. Lewis declared an interest in Item 6(i) and Item 7. Cllr. F. Lewis declared an interest in Item 12 (viii), in relation to the Barton Miller.	
17/02/3	<u>Minutes of the last meeting held on Tuesday 10th January 2017 – LGA 1972, Schedule 12, para41(2):</u> Cllr. Fuller (KF) proposed the minutes as a true record of the meeting held on Tuesday 10 th January 2017, and the minutes were accepted by vote. <u>Resolved 17/02/3.01</u> The Minutes of the meeting of 10 th January 2017 were adopted as a true statement and signed by the Chair, Cllr. Boura (PB).	
17/02/4	<u>Police Matters:</u> 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	
17/02/5	<u>Local Authority Reports:</u>	
i)	<u>Suffolk County Council</u> None received. Apologies sent by Cllr. Waters.	
ii)	<u>Forest Heath District Council</u> Apologies sent by Cllr. Harvey. Cllr. Harvey sent updates on various Planning issues to be discussed later on the agenda under Planning Matters Item 17/02/6.	

Barton Mills Parish Council

17/02/6

Planning Matters:

General & For Consideration:

- i) **DC/16/2847/OUT - Outline Planning Application (Means of Access to be considered) - Redevelopment of site to provide 55 dwellings, (including 16 affordable units) and access arrangements - Rose Forge and Grove Farm Land to South Side of Worlington Road, Barton Mills**

A statement from the agent was read out explaining the rationale behind the development. Councillor's discussed the application in full. Cllr. Boura proposed objection to the application, five voted for objection with one against.

Resolved 17/02/6.01

Barton Mills Parish Council objects to application DC/16/2847/OUT, for the following reasons;

-The proposed development is outside the Settlement Boundary and is not identified in the 5 year land supply.

- The Local Plan clearly excludes Worlington Road, in an attempt to keep Worlington and Barton Mills separate. The development is therefore against the emerging Local Plan.

It is also felt that consideration has not been given to the local infrastructure being able to cope with the added pressures of this development, specifically the road condition and size and condition of the footpaths is not sufficient, neither is it felt that drainage is sufficient near the proposed development.

- ii) **DC/17/0099/TPO - TPO 238 (1973) Tree Preservation Order (i) 1no. Yew (T1 on plan, within G3 on order) Prune three branches and (ii) 1no. Beech (T2 on plan, T3 on order) Prune 2metres - The Dhoon 19 The Street, Barton Mills**

- iii) **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**

Cllr. Boura proposed no objections to applications DC/17/0098/TCA & DC/17/0099/TPO, with a unanimous vote for no objections being taken.

Resolved 17/02/6.02

No objections to applications DC/17/0098/TCA & DC/17/0099/TPO.

- iv) **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**

Cllr. Boura proposed no objections with a unanimous vote for no objections being taken.

Resolved 17/02/6.03

No objections to application DC/17/0097/TCA.

- v) **DC/17/0052/TCA - Trees in a Conservation Area Notification - 1no. Silver Birch- Fell – 29 The Street, Barton Mills**

Cllr. Boura proposed no objections with a unanimous vote for no objections being taken.

Resolved 17/02/6.04

No objections DC/17/0052/TCA

Awaiting Forest Heath decisions and pending appeals:

- a.) DC/16/2662/VAR - Variation of condition 5 of DC/15/2155/VAR to allow car boot sales every Saturday from Wednesdays of planning permission F/2009/0137/COU to allow

Barton Mills Parish Council

car boot sales every Wednesday commencing the third week in May up until the second week in September (inclusive) - Land Used for Car Boot Sale Newmarket Road Barton Mills IP28 6AQ – *Application Withdrawn*

- b.) DC/16/1877/FUL – 1 dwelling - Land Adjacent to The Old Maltings The Street Barton Mills – *No update received.*
- c.) DC/16/0683/FUL Retention of hand car wash operation - Car Wash Fiveways Services Fiveways Barton Mills - *An amended landscaping scheme has recently been submitted for consideration it is hoped to be able to determine the application by the end of the month.*
- d.) 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 – *With relation to the pedestrian crossing, once the pre commencement conditions are approved and the developer is able to start all works on site properly, the development will be paying s106 monies as and when they reach the triggers for doing so; this is not until occupation of the proposed housing has occurred. The outline permission required approval of reserved matters (full details of the development) before work could start, this was only granted late last year, but included planning conditions, that again needed to be approved, before all work could commence. An application is in at the moment to discharge one such condition.*
With regards to the Highway Gates and signage this is a planning condition rather than a s106 requirement, there is reference to gates in a requested highway condition, so it may well be a requirement, once development starts properly on site.
The Clerk is to chase the design of the gates and to enquire regarding works start date.
- e.) 'Fiveways Farm' – *No update received.* It was suggested that the Clerk write to the District Council expressing disappointment in the lack of action so far.

Clerk

Clerk

17/02/7

FHDC Local Plan Consultation:

Councillors discussed in full with the following points being raised;

- The Plan proposed does not include our suggestions, the official reason given was the Policy is no growth in secondary villages, so no changes to settlement boundaries.
- Some of the land is within buffer zone for stone curlew.
- Any Neighbourhood Plan needs to conform with Local Plan, so not a suggested option.
- The environment around the North Lodge Cottages is to be protected, as part of the Red Lodge Master Plan.
- Additional employment area West of the A11, at Red Lodge has not been included, because the projected need can be met elsewhere.
- The Western Relief Road is not mentioned, as it is felt that adjustments to the road layout in Mildenhall can cope with the currently proposed developments west of Mildenhall. The Western Relief Road will be taken forward in connection with the redevelopment of RAF Mildenhall.

A letter was read out on behalf of clients/residents/landowners in the village.

It was agreed that further consideration was needed in order to make comments, and the item was deferred to the March agenda for comments to be agreed and submitted.

Barton Mills Parish Council

17/02/8 Clerks Report Matters Arising from the Minutes of the Last Meeting (For Info Only): Clerks Report

- Church clock service agreement – The Clerk confirmed she had renewed the long term agreement until 2018.
- Allotments land rent to SCC – The Clerk advised that she is still trying to locate the correct person/department to speak to at SCC with regards to the outstanding rent owed.
- Interim Insurance has now been paid to CAS.
- Old Mill Lane update – The Clerk advised that Highways had confirmed concrete bollards to restrict access are to be installed within 14 weeks.
- Leaves on Grange Lane Update – Reported & awaiting action.
- Potholes Church Lane – Added to inspection program at Highways.
- Street light The Street (Old Mayors cottage) reported & awaiting repair.

17/02/9 Correspondence

- Matthew Hancock's (MP) meeting being held at Worlington Village Hall on the 3rd March 2017 starting at 6pm. This meeting is open to all Residents who might have questions/concerns concerning Broadband issues, they will have the opportunity to put these to Matthew during the meeting.
- Forest Heath Town and Parish Forum on 16th February, will be kindly hosted by Freckenham, to be held in Freckenham Village Hall, 19 The Street, Freckenham, IP28 8HZ. Refreshments will be served from 6.30pm with the meeting starting at 7.00pm.
- The Clerk read out a letter received from a resident who raised concerns regarding litter on the Playing Fields. Cllr. Lewis confirmed that he had spoken with the Football Club who had assured him they would carry out walk arounds after matches to litter pick. It was suggested a notice be put in the Barton Miller and on the notice boards on the Field and in the changing rooms, asking people not to litter.

17/01/10 Affordable Housing

Cllr. Boura and Cllr. Dawson had approved the survey questionnaire, the final version is hoped to be complete by next week, with copies going out with the April Barton Miller with SAE for return provided.

PB

17/02/11 Parish Matters

i) Footpath to Mildenhall Works Update

Claire Dickson advised that there was funding available from the Hub for the Boardwalk, but not until this has Planning Permission. The options are to patch up in the interim at the cost to the County Council, or for the Parish Council to pay towards the Hoggin to raise the footpath now. Cllr. R. Lewis proposed to do the Hoggin now, contributing the £1,000 the Parish Council had budgeted for this project, with a further £1,000 from Mr. Kerridge. The vote was unanimous in favour of proceeding. Cllr. Boura is to confirm with Mr. Kerridge.

PB

Resolved 17/02/11.01

It was agreed to do the Hoggin now, with the £1,000 donation from Paul Kerridge and the Parish Council funding a further £1,000.

Barton Mills Parish Council

- ii) **SID Scheme Update**
The Clerk advised that the funding of £500 from Cllr. Harvey had been received and the Bank Account for the CSW had now been opened. The Memorandum of Understanding agreement between The Parish Council and SCC had been signed by both parties and the locations for the SID sites had been approved and posts would be installed next week. The Clerk presented two quotes and options for the SID Unit from Westcotec and Swarco, with extra costs for spare batteries and brackets and post fixing kits. Cllr. Hayward proposed purchasing the unit from Swarco, with a spare battery, and brackets and fixing kit. A vote was taken with six for proceeding and one abstaining. The Clerk is to order.
Resolved 17/02/11.02
It was agreed to purchase the Swarco "YOUR SPEED" sign version of MVAS2 to B-16a088-ST-DH at a cost of £2,672.55, and a spare battery at a cost of £435.80 and 3 x installation kits at £27 each, and one post fixing Toolkit at £31.36.
It was agreed that Cllr. Flack would be responsible for charging the battery and for moving the SID between locations with the other Councillor's assisting him on a six-weekly rota.
- iii) **Good Neighbour Scheme**
Cllr. Boura advised that the steering group had met twice, and John Berrett had been appointed Secretary with Glynn East as Treasurer. A £600 grant from FHDC had been awarded, and it was hoped a grant may be forthcoming from the Church. A leaflet would be issued with the Barton Miller asking for volunteers and asking if anyone needed help. A public meeting is to be held in April to officially launch the scheme. Glynn East is to open a bank account for the scheme.
- iv) **Street Lighting Quote Update**
Cllr. Boura confirmed she had been chasing Pearce & Kemp for the quote, but had not yet received it as Pearce & Kemp were still waiting on UKPN costs. The quote for K&M Lighting had been received but this did not include UKPN costs.
Cllr. Boura presented two quotes for the removal of ivy from Unit 186 at a cost of £120 & VAT and for the annual maintenance of the 4 Victorian Style lanterns at a cost of £80 & VAT. Cllr. Boura proposed accepting the two quotes and the vote was unanimous in favour for proceeding. The Clerk is to instruct K&M to proceed.
Resolved 17/02/11.03
It was agreed to accept the two quotes for the removal of ivy from Unit 186 at a cost of £120 & VAT and for the annual maintenance of the 4 Victorian Style lanterns at a cost of £80 & VAT from K&M Lighting and to request a quote for annual maintenance of all the street lighting.
- v) **BMFC Land Lease**
The final draft of the Football Lease was approved and Cllr. R. Lewis proposed adopting the lease and forwarding to the football club to be signed. The vote was unanimous in favour of proceeding. The Clerk is to forward to the Football Club.
Resolved 17/02/11.04
The Lease for the Football Club to rent the land was agreed and is to be forwarded to the Football Club for signing.
- vi) **RIS2 Fiveways and at Grade Crossings Update and Decision on Comments to be Submitted**

Clerk

PB

Clerk

Clerk

Barton Mills Parish Council

Cllr. Boura reported that the Council's comments regarding the right turn entry to McDonalds had been submitted. The next RIS2 meeting is scheduled for April 2017.

vii) Football Goal Nets Quotes

Cllr. Boura confirmed the nets had been delivered that day. Her husband will assist her in installing them.

viii) Title Deeds & Land Registry Quotes for Playing Field

The Clerk confirmed that Bendall & Sons do hold the deeds to the Playing Field. They have quoted £250 & VAT with a Land Registry fee of £40. Cllr. Boura proposed the Council proceeds with the Land Registry, the vote was unanimous for and the Clerk is to advise Bendall & Sons to proceed.

Resolved 17/02/11.05

It was agreed to instruct Bendall & Sons to proceed with the Land Registry application and Title Deeds for the Playing Field.

Clerk

ix) Church Lane Close Speeding – Consider action to take

The Clerk read out a letter from a resident raising concerns over speeding down Church Lane Close, it was discussed and felt unanimously that this was not considered an issue and no action would be taken. It was suggested that the Clerk reply to the resident advising them of the SID Scheme and the location on Church Lane.

Clerk

x) Worlington Road Notice Board – Options for post extension

Cllr. Boura advised that she had sourced 2.4m plastic posts at a cost of £16.49 & Vat (Incl. Delivery). Cllr. Boura proposed proceeding with extending the posts at a budget of £30, Seven voted for with One abstaining.

Resolved 17/02/11.06

It was agreed to proceed with extending the posts on the notice board on Worlington Road with a budget of £30.

PB

xi) Update on Village Hall Car Park Works

Cllr. Boura advised that INL had been delayed due to bad weather and a new date for works to start is to be confirmed.

PB

xii) Village Party Consultation Update

The Clerk confirmed that no response to the consultation in the Barton Miller had been received, it was agreed that if no volunteers were willing to come forward to help then it would not proceed.

xiii) Great British Spring Clean

As part of this national campaign, litter collecting equipment will be available from in front of the Village Hall between 9 am and 10.30 am on Saturday 4th March. Full sacks of rubbish may also be left there for later collection by FHDC. Volunteers had been confirmed for the ditch. Cllr. Boura is to approach Dominic Owner from FHDC for the equipment and the Clerk is to draft the Risk Assessment.

PB/Clerk

17/02/12 Finance

i) Parish Council Bank Balances and Reconciliation from list of Payments & Receipts

Resolved 17/02/12.01

It was proposed by Cllr. Boura (PB) that the bank balances and reconciliation of payments

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 1st February 2017 is £30,031.63.

ii)

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

Cllr. R. Lewis proposed that the payments of the following outstanding invoices and the cheques be approved.

Resolved 17/02/12.02

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

Mrs. P Boura	Expenses	1484	£22.00
Mrs. V Bright	Mileage & Expenses	1485	£26.63
Barton Mills VH	Hall Hire	1486	£90.00

Approval of cheques and to authorise payment of invoices signed between meetings

Resolved 17/02/12.03

Approved cheque payments since the last meeting.

CAS	2015/16 Interim Insurance	1482	£804.02
Mark Harrod Ltd	Football Goal Nets	1483	£87.00

iii)

Update on Bank Mandate

Cllr. Boura confirmed that the second mandate would need to be re-signed by her and re-submitted to Lloyds for processing.

PB

iv)

NJC Salary Pay Scales 2017-18

The Clerk advised that NALC had approved the new NJC Pay Scales for Clerks for 2017-18 and her SCP Point had increased from £10.944 to £11.054 per hour. Cllr. Boura proposed adopting the NJC Pay Scale increase, the vote was unanimous in favour of.

Resolved 17/02/12.04

It was agreed to increase the Clerks salary to £11.054 per hour in line with NJC Pay Scales with effect from April 2017.

v)

Adoption of Asset Register 2016/17

Resolved 17/02/12.05

The updated Asset Register was adopted and signed by the Chairman (PB).

vi)

Transparency Code Fund – To consider application

The Clerk presented details and eligibility for the fund regarding costs associated with the set-up and maintenance of a website, including equipment and staff costs for meeting the requirements of the Transparency Code. It was suggested that the Clerk compile a list of costs that could be claimed for to be presented at the next meeting.

Clerk

vii)

Investment of Reserves Decision

Following the information on account options provided by Cllr. Boura, Cllr. A. Harji proposed proceeding with depositing £12,000 into a 32-day notice account, which pays bank rate + 0.2% interest. The vote was unanimous in favour of proceeding.

Resolved 17/02/12.06

It was agreed to open a 32-day notice account and deposit £12,000 of the reserve.

Barton Mills Parish Council

viii)

Annual Donations

Cllr. Boura proposed the following;

£125 to the Rainbow Playgroup. Vote unanimous for.

£100 (goods in kind) to the Barton Miller. Vote unanimous for.

£130 to the Citizens Advice Bureau. Vote unanimous for.

£130 to SARS. Vote unanimous for.

£200 to East Anglian Air Ambulance. Vote unanimous for.

New donation to Marie Curie Nurses. Vote unanimous against. It was suggested that the Clerk look into the Autistic Society in Barton Mills for a possible donation.

Clerk

Resolved 17/02/12.07

The following donations were approved;

£125 to the Rainbow Playgroup.

£100 (goods in kind) to the Barton Miller.

£130 to the Citizens Advice Bureau.

£130 to SARS.

£200 to East Anglian Air Ambulance.

17/02/13

i)

Councillors Reports and Items for the next agenda

External Meetings that Councillors may wish to report upon

None.

ii)

Councillors Reports

Cllr. Boura reported that the bonfire to get rid of the leaves had been postponed due to the weather being too cold.

Cllr. R. Lewis advised that vehicles had been driving over the back and sides by the turning area in Grange Lane. Cllr. Boura advised that the decision not to install posts had not been taken more than 6 months ago, and therefore the Parish Council would have to wait 4 months before a further vote could be taken.

Cllr. R. Lewis advised that the Solstice event on 17th June had applied for the road closure, for information.

iii)

Items for Future Agendas

- Affordable Housing Needs Survey Update
- Footpath to Mildenhall Update
- SID Update
- Street Lighting Quotes
- Bank Mandate Update
- Worlington Road Sign (extension to poles) Update
- Date for Annual Parish Meeting to be agreed

The next meeting will be held on Tuesday 7th March 2017 at 7:30pm, in the Village Hall.

There being no further business the meeting closed at 9:37pm.

Signed: *P. Boura*
Chair, Barton Mills PC

Date: Tuesday 7th March 2017

Barton Mills Parish Council