

Barton Mills Parish Council

Minutes for the Meeting of Barton Mills Parish Council

Held in the Church Room on Tuesday 10th January 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 and Cllr. A. Dawson (AD).

Also Present: Clerk – Vicky Bright. Cllr. Brian Harvey – FHDC.

Item		Action
	The Chairman welcomed everyone.	
	<u>Public Forum – LGA 1972, Section 100(1)</u> There were no members of the public in attendance.	
17/01/1	<u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2)</u> Cllr. Robert Lewis & Cllr. Steve Mullender. <u>Absent</u> None.	
17/01/2	<u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> None.	
17/01/3	<u>Minutes of the last meeting held on Tuesday 6th December 2016– LGA 1972, Schedule 12, para41(2)</u> Cllr. Boura (PB) proposed amendments to Item 16/12/10 (x). Cllr. Dawson (AD) proposed agreeing to the changes and accepting the minutes as a true record of the meeting held on Tuesday 6 th December 2016, and the minutes were accepted by vote. <u>Resolved 17/01/3.01</u> The Minutes of the meeting of 6 th December 2016 were adopted as a true statement and signed by the Chair, Cllr. Boura (PB).	
17/01/4	<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	
17/01/5	<u>Local Authority Reports</u>	
i)	<u>Suffolk County Council</u> None received. Cllr. Harvey advised that Cllr. Waters will be standing down as County Councillor in May, he introduced Louis Busuttil, who is the Conservative candidate standing for County Councillor.	
ii)	<u>Forest Heath District Council</u> Cllr. Brian Harvey reported the following; <ul style="list-style-type: none">• Cabinet members for SEBC/FHDC have received significant funding from the Community Chest Fund, for allocation for Families and Community projects in the FHDC area.• Mildenhall Hub consultation - residents can view new updated proposals between 10th January and 10th February, with a public exhibition being held at Mildenhall Sixth Form College on 27th January 2017 4-7:30pm.	

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17/01/6

Planning Matters

General & For Consideration

i)

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 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

The application and resident's concerns raised, were discussed in full. Cllr. Lewis (FL) proposed objecting to the application, 6 voted in favour of objection, with 1 abstaining from the vote.

Resolved 17/01/6.01

Barton Mills Parish Council objects to variation of condition 5 of DC/15/2155/VAR to allow car boot sales every Saturday from Wednesdays, commencing the third week in May up until the second week of September, of planning permission F/2009/0137/COU for the following reasons;

a) There will be increased congestion, causing danger on the A11 - traffic coming from the direction of the Five Ways Roundabout has to queue in the slip road as it waits to cross the northbound carriageway in order to get to the boot sale. This slip road becomes full and cars then wait in the fast lane of the carriageway - a hazard to themselves and other traffic. A photograph attached for your information, taken on 5th June 2016 at 11:54am, shows the slip road full and 5 cars waiting in the fast lane of the carriageway.

Also for your information on some Sunday's during the last summers car boot season the southbound traffic wanting to cross into Barton Mills by the former "Dog and Partridge" was often backed up the other side of Five Ways Roundabout and there was invariably stationary traffic in the fast lane as the slip road was full.

As Saturday appear to be a busier day for traffic on the A11 due to holiday changeover days in the summer, then on a Saturday the situation is likely to be far worse than Sundays currently.

There will also be increased traffic flow through the village, along The Street and Mildenhall Road causing congestion and nuisance.

Other issues that residents have raised concerns over are;

b) The exits and entrances to the site are located in a dangerous position and are unsafe, due to the Newmarket Road being a National Speed limit area and with both entrance and exit being on blind corners,

c) The pedestrian access is inadequate and there is no safe crossing,

d) The times specified are unreasonable, with the 6am opening causing disturbance to neighbouring houses,

e) There is no screening of the A11 or Newmarket Road to secure privacy for residents,

f) There is the risk of cars parking on the Newmarket Road in front of neighbouring properties,

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thus causing a nuisance to residents and obstruction to other road users,

g) Rubbish from the site is an issue and collects in neighbouring residents' gardens.

Overall Saturdays are much busier on the A11, and the increased congestion and traffic from having the boot sales on a Saturday would be an increased danger of accidents. We have attached photographic evidence of the congestion caused by the boot sales to support our objections. We feel strongly that there should be a Road Safety Study carried out by Highways England before the application is decided, along with full accident statistics and data from Suffolk Constabulary, and that this application be linked and taken into consideration with the RIS2 Highways England Study. We would request that the District Councillor refer this to Delegation Panel for review.

Awaiting Forest Heath decisions and pending appeals:

- a.) DC/16/1871/FUL - 1 no dwelling (following demolition of existing outbuilding) and new access to serve 35 The Street Barton Mills IP28 6AA – *Approved 12th December 2016*
- b.) DC/16/2088/HH – Single storey rear extension at 40 The Street Barton Mills – *Approved 7th December 2016*
- c.) DC/16/2112/TE3 Notification of removal of public payphone from the phone box in Bell Lane – *Approved 9th December 2016*
- d.) DC/16/0683/FUL Retention of hand car wash operation -Car Wash Fiveways Services Fiveways Barton Mills – *No update received.*
- e.) 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 – *No update received on crossing.*

The Clerk was asked to chase up the decision on DC/16/0683/FUL and to chase up an update on the Crossing and highways gate and signage in relation to DC/13/0927/OUT.

Clerk

17/01/7

i)

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

Clerks Report

The Clerk advised that the FHDC Parish Forum had been re-arranged for Wednesday 1st February 2017 7-9pm, venue to be arranged. Cllr. Boura (PB) confirmed she will be attending.

The Clerk advised that funding for further Football Coaching sessions in 2017 had been agreed by Cllr. Waters.

The Clerk advised that Highways had replied and advised that they will continue to monitor the verges and vegetation on Newmarket Road, and works will be carried out if required in the future. Thanks were given to Cllr. Lewis for cutting back his hedge.

ii)

HMRC PAYE Update

Cllr. Dawson (AD) advised that James Bercovici's tax is fully resolved and she is trying to contact Abi to get her added to the software and submit her information to HMRC. Cllr. Boura is to try and contact Abi.

AD/PB

17/01/8

Correspondence

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- Final round of Public Consultation on the FHDC Local Plan begins on 10th February 'Find My Nearest' www.westsuffolk.gov.uk enter your Postcode.
- The Police & Crime Commissioner for Suffolk would like consultation and support for his proposed 'Fair Share for Suffolk' campaign. www.suffolk-pcc.gov.uk.

17/01/9

Affordable Housing

Cllr. Boura and Cllr. Dawson met and made suggested amendments to the survey. The proposed Housing Needs Survey has now been sent to Sunila Osborne - Rural Affordable Housing at Community Action Suffolk. It is hoped that the Survey will be ready for distribution with the next edition of the Barton Miller. Cllr. Boura is to chase this up with CAS.

PB

17/01/10

Parish Matters

i)

Footpath to Mildenhall

Claire Dickson agreed before Christmas to include wider passing places on the new section and to ask the contractor if they can remove some boards from part of the existing boardwalk and then place some wider supports and boards to create one on that section.

With regards to the car parking area, it is suggested to provide a clear 1.5m strip of hoggin at the side to provide a level surface. Claire was going to check with Suffolk Wildlife Trust whether they could place hoggin across the whole car parking area. No update has been provided so far, Cllr. Boura is to chase.

PB

ii)

VAS/SID

The Clerk advised that the funding of £500 had been approved by Cllr. Harvey, FHDC and the bank account for the Community Speed Watch Scheme is to be set up for this. The SID application has been submitted and received by Highways and Nigel Panting had congratulated the Parish Council on an excellent submission. Thanks were offered to Cllr. Hayward (RH) and Lewis (RL). The agreement is to now be signed between Highways and the Council and then the contractor will sign off on the Site Suitability checklists and arrange installation.

Clerk

iii)

Good Neighbour Scheme

Cllr. Boura advised that the next meeting of the group would be 26th January 2017.

iv)

Street Lighting Quote Update

Cllr. Boura confirmed she had been chasing Pearce & Kemp for the quote, but had not yet received it. The Clerk confirmed that K&M Lighting had submitted their quote. Item deferred to the February agenda.

PB

v)

BMFC Land Lease

It was agreed that a Working Group be formed to draft the lease, Cllr. Boura and Cllr. Flack volunteered and it was suggested to invite Cllr. Lewis or Cllr. Mullender to join, upon their return from holiday.

PB/GF/
SM/RL

A peppercorn rent of £1 was proposed and 6 voted in favour of this, with 1 abstaining.

vi)

RIS2 Fiveways and at Grade Crossings Update and Decision on Comments to be Submitted

Cllr. Boura reported that the Council's comments had been submitted and acknowledged. The

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issue of signage and access to McDonalds was raised and it was suggested that Cllr. Boura and Cllr. Lewis (RL) draft further comments to be submitted regarding the entrance and access and signage for McDonalds.

PB/RL

- vii) **Football Goal Nets Quotes**
Cllr. Boura presented quotes for the nets;
- Collier Sports 3mm £84.48 - £101.38
Net World 3mm £52.94
Mark Harrod Direct 3mm £49 - £58.80
4mm £69 - £82.20
Cllr. Boura proposed accepting the quote for the 4mm nets from Mark Harrod Direct, all were in favour.

Resolved 17/01/10.01

It was agreed to accept the quote for the 4mm nets from Mark Harrod Direct at £69 for a pair.

Clerk

- viii) **Update on Notice Board repairs (The Street)**
Cllr. Boura confirmed the repairs had now been completed at a total cost of £54.01 plus VAT.

- ix) **Title Deeds & Land Registry Quotes for Playing Field**
The Clerk confirmed that Bendall & Sons do hold the deeds to the Playing Field. The Clerk has put in a request in writing for an electronic copy and for quotes for registering the Parish Council on the title deeds with Land Registry.

- x) **Great British Spring Clean**
Cllr. Boura advised that after the success of the campaign last year in conjunction with the Queen's Birthday celebrations, that another Spring Clean has been planned for 3-5 March. Cllr. Boura proposed holding a village clean up and borrowing the equipment from FHDC again, all were in favour. The Clerk is to carry out Risk Assessments.

Clerk

The suggestion of a Village Party was discussed; it was suggested that a family event could possibly be held in late August/early September. It was suggested that the Clerk place a notice in the Barton Miller asking for ideas and volunteers.

Clerk

- xi) **Use of the Field by People Hiring the Village Hall**
The Village Hall Committee has proposed that It be clarified that the field is owned by the Parish Council and that any use by hirers of the hall apply direct to the Parish Council. Cllr. Lewis (FL) proposed that the Village Hall hiring agreement be clarified as such, all were in favour.

17/01/11 **Finance**

- i) **Parish Council Bank Balances and Reconciliation from list of Payments & Receipts**
Resolved 17/01/11.01

It was proposed by Cllr. Boura (PB) and seconded by Cllr. Fuller (KF) that the bank balances and reconciliation of payments 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 5th January 2017 is £31, 061.37.

- ii) **Cheques for Signing and Approval & to Authorise Payment of Outstanding Invoices**

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Resolved 17/01/11.02

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

Came & Co.	Annual Insurance	1476	£969.06
I Roberts (INL)	Car Park Hedge	1477	£90.00
Sporting 87 Trust	May/June 2016 Football Coaching	1478	£221.00
Mrs. V Bright	December 2016 Salary	1479	£262.66
Mrs. V Bright	Mileage & Expenses	1480	£28.33
Mrs. P Boura	Expenses	1481	£77.09

The Clerk presented a Bank Standing Order form for monthly payment of her salary for £262.66, this was duly authorised and signed by Cllr. P. Boura and Cllr. F. Lewis.

iii)

Update on Bank Mandate

Cllr. Boura confirmed that the mandate had now been completed and she would now submit the second mandate to remove the two remaining old signatories. Cllr. Boura advised that Lloyds had paid £350 in compensation for the lost mandate forms.

Cllr. Boura also advised that Lloyds had recommended a 32-day notice account for the reserve, which pays bank rate + 0.2% interest, current rate is 0.45%. The minimum balance is £10,000. Cllr. Boura suggested that the Parish Council could deposit £12,000 of the reserve.

Cllr. Boura advised that Lloyds had recommended opening a second Treasurers account for the CSW funding. The Clerk advised that Lakenheath PC had opened an Instant Access Business Savings account linked to the PC's Treasurers account, with a separate name for the CSW.

Resolved 17/01/11.03

It was agreed that the Clerk would proceed with opening the Business Instant Access Savings account with Lloyds for the CSW fund.

iv)

Adoption of Revised Code of Conduct

Cllr. Boura proposed adopting the revised Code of Conduct, all were in favour

Resolved 17/01/11.04

The revised Code of Conduct was agreed and adopted, and signed as such by the Chairman (PB).

v)

Adoption of the Councils Renewal of Annual Insurance

The Clerk confirmed that the Council was tied into a Long Term Arrangement with Hiscox (Came & Company) until February 2019. The proposed schedule and policy for this year's insurance is £969.06.

Resolved 17/01/11.05

It was agreed to accept the Policy renewal for the Councils Annual Insurance of £969.06 with Hiscox (Came & Company).

17/01/12

i)

Councillors Reports and Items for the next agenda

External Meetings that Councillors may wish to report upon

Cllr. Lewis (FL) advised that she had attended the meeting of Lark Valley Association, the topic discussed was the effect WWI had on Ickworth Estate and was very interesting. Notices

PB

Clerk

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for the association can be viewed on the notice board on the Playing Field.

ii)

Councillors Reports

Cllr. Boura reported that INL hoped to carry out the tarmac works to the car park on 26/27th January 2017.

Cllr. Boura advised that a resident had approached her regarding clearing the leaves from the bottom of the Horse Chestnut Tree on the field, to reduce the risk of infection to the tree. The resident had requested to have a bonfire to get rid of the collected leaves. It was agreed that this was ok to go ahead, as long as the resident adhered to guidelines on when and where to hold bonfires.

Cllr. Flack advised that the leaves on Grange Lane had still not been cleared, the Clerk advised she would chase this with Highways.

Cllr. Boura and others advised that the Street Light opposite the Lord Mayors Cottage (driveway to Bull Cottage) was still not working properly. The Clerk is to report this to SCC.

Clerk

Clerk

iii)

Items for Future Agendas

- HMRC PAYE Update
- Affordable Housing Needs Survey Update
- Footpath to Mildenhall Update
- VAS Update/CSW Bank Account Update
- Street Lighting Quotes
- BMFC Lease Approval
- Bank Mandate Update
- Investment of Reserves Decision
- Football Goal Nets
- Fiveways Farm Update
- Donations
- Worlington Road Sign (extension to poles)
- Village Party Consultation Response Update

The next meeting will be held on Friday 10th February 2017 at 7:30pm, in the Village Hall.

There being no further business the meeting closed at 9:06pm

Signed: *P. Boura*
Chair, Barton Mills Parish Council

Date: 10th February 2017

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