

# Barton Mills Parish Council

## Minutes for the Meeting of Barton Mills Parish Council

Held in the Village hall on Tuesday 6<sup>th</sup> June 2017 at 7.30 pm.

**Councillors Present:** Cllr. A. Dawson (AD) - Chair, Cllr. A. Harji (AH) – Vice Chair, Cllr. K. Fuller (KF), Cllr. F. Lewis (FL), Cllr. R. Lewis (RL), Cllr. G. Flack (GF) & Cllr. P. Boura. Cllr. S. Mullender (SM) arrived at 7:40pm.

**Also Present:** Clerk – Vicky Bright. Cllr. Louis Busuttil – SCC.

Item		Action
	The Chairman welcomed everyone.	
	<b><u>Public Forum – LGA 1972, Section 100(1):</u></b> There were no members of the public in attendance.	
17/06/1	<b><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u></b> None. <b><u>Absent:</u></b> None.	
17/06/2	<b><u>Declarations of Members’ Interests (for items on the agenda) – LGA 2000 Part III:</u></b> Cllr. R. Lewis & Cllr. F. Lewis declared an interest in Item 6 (i).	
17/06/3	<b><u>Minutes of the Annual Parish Council meeting held on Wednesday 17<sup>th</sup> May 2017 – LGA 1972, Schedule 12, para41(2):</u></b> Cllr. Boura proposed the minutes as a true record of the meeting held on Wednesday 17 <sup>th</sup> May 2017, this was seconded by Cllr. Dawson and the minutes were accepted by vote. <b><u>Resolved 17/06/3.01</u></b> The Minutes of the Annual Parish Council meeting of 17 <sup>th</sup> May 2017 were adopted as a true statement and signed by the Chair, Cllr. Dawson.	
i)		
ii)	<b><u>Minutes of the Annual Parish Council meeting held on 3<sup>rd</sup> May 2016 – LGA 1972, Schedule 12, para41(2):</u></b> Cllr. Boura proposed the minutes as a true record of the meeting held on 3 <sup>rd</sup> May 2016, this was seconded by Cllr. Lewis (RL) and the minutes were accepted by vote. <b><u>Resolved 17/06/3.02</u></b> The Minutes of the Annual Parish Council meeting of 3 <sup>rd</sup> May 2016 were adopted as a true statement and signed by the Chair, Cllr. Dawson.	
17/06/4	<b><u>Police Matters:</u></b> The latest edition of your local Safer Neighbourhood Team (SNT) newsletter is now available to view on the Suffolk Constabulary website <a href="https://www.suffolk.police.uk/your-area">https://www.suffolk.police.uk/your-area</a> . The next public Police Crime Commissioner meeting is on 7 <sup>th</sup> June 2017 at 7pm, St Mary’s Academy, Mildenhall.	
17/06/5	<b><u>Local Authority Reports:</u></b> <b><u>Suffolk County Council</u></b> Cllr. Louis Busuttil reported on the following;  SCC have elected their cabinet and committee members; Colin Noble is Leader & Economic Development, Jane Storey is Deputy Leader & Broadband, Richard Smith is Finance & Sizewell C, James Finch is Highways & Transport, Robin Millar is Families & Community, Matthew Hicks is Blue Lights & Waste, and Environment, Tony Goldstone is Health, Rebecca	
i)		

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Hopfensperger is Adult Care, Paul West is the Ipswich Cabinet Member and Paul Jones will be Children's Education & Skills.

Out of 75 members, 52 are Conservative with 23 being made up of other parties. Cllr. Busuttil has been appointed to Performance Monitoring of Highways.

## ii) **Forest Heath District Council**

Cllr. Harvey sent his apologies, and Cllr. Busuttil reported the following on his behalf;

- The Mildenhall Hub consultation is underway, there is an issue with the Fire Station, and the Fire Chiefs will be ruling soon on whether they will be a part of it, if they say no, it will not proceed. Plans are to have a hub on the Riverside School site, Sheldrick Way comprising of a Library, Swimming Pool, CAB, Health Clinic, Primary School, extension to the Mildenhall College Academy, FHDC Offices, Job Centre, Blue Lights (Fire & Police), a Plaza and Public Arts.

Infrastructure needs to be addressed and Highways have been consulted regarding a Western Relief Road (RAF Mildenhall??) and a Northern Relief Road. The College Heath site would most probably be used for housing with the Academy College site being used for Industrial purposes. It has a strong business case with Payback estimated at 2-3 years.

It is estimated that it would cause a 30 second delay on Blue light call outs, but survey has shown there are very few call outs at school peak times (6-9 times per year).

- FHDC are forming a group to discuss the feasibility of combining the two councils, FHDC & SEBC, this will need public consultation.

17/06/6

## i) **Planning Matters:**

### **General & For Consideration:**

#### **DC/17/0975/FUL – 1no. Dwelling – Minden House, Station Road, Barton Mills**

It was discussed that the development is outside the boundary and would increase the risk of coalescence with Mildenhall. Cllr. Boura proposed and Cllr. Fuller seconded objection, majority voted and agreed.

#### **Resolved 17/06/6.01**

Barton Mills Parish Council Objects to application DC/17/0975/FUL, for the following reasons; The proposed development is outside the settlement boundary and would risk coalescence of Barton Mills with Mildenhall.

ii)

#### **DC/17/1015/TCA - Trees in a Conservation Area Notification - (i) 1no. Horse Chestnut (T1 on plan), 3no. Conifers (T2 and T6 on plan), (iii) 3no. Scotts Pine (T3, T4 and T5 on plan) (all to be felled) and 1no. Redwood (T7 on plan) - crown lift to 6 metres. - 35 The Street Barton Mills**

Cllr. Boura proposed and Cllr. Lewis (FL) seconded objecting on the grounds of the Horse Chestnut being felled, the majority voted and agreed to object.

#### **Resolved 17/06/6.02**

Barton Mills Parish Council Objects to the felling of the Horse Chestnut Tree (T1 on plan) application DC/17/1015/TCA, due to the effect it will have on the current street scene, it is suggested that perhaps crown lifting of said mentioned tree be considered as an alternative.

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iii) **Hatchfield Farm**  
The issue of supporting the RPA against the Hatchfield Farm development was discussed, the Secretary of State's earlier decision to refuse the development at Hatchfield Farm has been quashed by the High Court, following the successful challenge by Lord Derby and the Rural Parishes. Amongst the reasons the Judge gave for quashing the Secretary of State's previous ruling, was that he had not applied his own policies. In a case where the Secretary of State has not suggested that there is to be a departure from national policy (as here), the Secretary of State has to apply policy. It was discussed whether the Parish Council should write to our MP to raise our concerns and add our support. The following points were raised; Impact no houses in Newmarket would have on surrounding villages, and whether as a secondary impact we should only support if it directly affects Barton Mills, the Jockey Club is taking legal action and asking for a Judicial review, Newmarket itself is divided as is the Town Council.

Cllr. Boura proposed writing to the MP in support of the RPA, Cllr. Harji seconded with 3 voting for and 1 against, with 4 abstaining.

**Resolved 17/06/6.03**

It was agreed to write to our MP, Matthew Hancock in support of the RPA and raising our concerns.

Clerk

iv) **PC Planning Applications Procedure to be discussed.**  
The Clerk advised that it had been suggested that the paper planning applications be sent to Cllr. Boura. This was agreed.

**Awaiting Forest Heath decisions and pending appeals:**

a) **DC/16/1877/FUL – 1 dwelling - Land Adjacent to The Old Maltings The Street Barton Mills** – The Planning Officer is pushing the agents for confirmation of a withdrawal of the application, followed by a later resubmission. He is looking to issue a refusal by the 12<sup>th</sup> June 2017.

f) **DC/16/0683/FUL Retention of hand car wash operation - Car Wash Fiveways Services Fiveways Barton Mills** – Planning is negotiating an acceptable landscaping scheme for the site. A provisional TPO has now been served and they are looking to agree further enhancement/mitigation.

17/6/7  
i) **Clerks Report Matters Arising from the Minutes of the Last Meeting (For Info Only):**  
**Clerks Report**

- Instructed INL to cut hedge and ivy on the trees by car park.
- Hedge & dead trees – Hastoe Homes have replied to say they will be dealing with the matter.
- Chased potholes and road surface Ref: A11 Highways & Church Lane - No response
- Annual Return submitted to BDO, Exercise of public rights now until 14/07/17
- Missing cheque for Proludic Play Area parts was received Friday 2<sup>nd</sup> June.

17/06/8  
**Correspondence:**  
**Chairman's Email**

Cllr. Dawson explained that there were still technical issues with transferring the Chairman's

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email, she suggested that the email be scrapped and she use her telephone contact instead, this was agreed and the Clerk is to cancel the subscription for the Chairman's email address with TsoHost.

Clerk

## **Barton Miller Back Page**

Cllr. Dawson raised whether there was a need for the back page Parish Council page, if we already had a page inside, she suggested it could be used for advertising, or for Village matters. It was confirmed that the back page is a thank you for the colour printing and the paper donation. It was agreed that the Parish Council should keep control of the back page and its contents to be discussed and agreed at meetings. Cllr. Dawson advised she did not want to produce the back page, Cllr. Boura offered to continue doing it. It was agreed that the next edition have the Village Fete, SID Volunteers, & Football Coaching.

PB

17/06/9

## **Affordable Housing**

No update as there has been a delay in processing the data.

17/06/10

## **Parish Matters:**

### **i) Footpath to Mildenhall Works Update**

Works started today.

ii)

### **SID Scheme Update**

Cllr. Harji & Cllr. Flack confirmed the battery issue had been resolved and the unit is now working well. The Clerk advised she had been unable to find a contractor willing to take on the rotation and movement of the unit on a fortnightly basis. It was suggested that we advertise in the Barton Miller for volunteers. It was agreed that Cllr. Harji & Cllr. Flack continue with the rotation in the interim.

AH/GF

iii)

### **Asset Maintenance Quotes & New Notice Board for the Playing Field**

The Bell notice board work has been completed and thanks go to Cllr. Boura. The post on the village sign was agreed to be treated and Cllr. Boura is to do this. Cllr. Boura advised that the notice board in the play area has the wrong contact number and she offered to change this. The weeds in the car park need treating and the Clerk is to contact INL.

PB

Clerk

Cllr. Boura advised that Peter Cumber had agreed to do the asset maintenance in the field and had offered to charge £250 for labour. The Clerk presented two comparison quotes from Rowan Maintenance at £650 and MEB Maintenance at £690.

### **Resolved 17/06/10.01**

It was agreed to accept the quote of £250 from Peter Cumber. Cllr. Boura is to get the materials needed.

PB

It was agreed to defer the Notice Board quotes until the July meeting, to allow for further options and designs to be considered.

Clerk

iv)

### **Street Lighting Update & Annual Maintenance Quotes**

The Clerk was asked to report 35 The Street again as it is still not working.

Clerk

The Clerk presented the two annual maintenance quotes from Pearce & Kemp and K&M Lighting. It was agreed to defer the quotes until the next meeting to allow the Clerk to look into the procedure and costs for the energy supply.

Clerk

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v)	<p><b>Worlington Road Street Lighting</b> No update or response received from SCC.</p>	
vi)	<p><b>Addresses at 'Worlington Road'</b> Cllr. Boura suggested that the Parish Council look at applying for the Worlington Road addresses to include Barton Mills address line. It was discussed that the addresses already state Barton Mills, and that the application process would probably be very difficult. It was agreed that the Clerk look into the process with FHDC and Royal Mail and Cllr. Dawson offered to check each address with Postcode Finder to establish exactly what the current address states.</p>	Clerk/AD
vii)	<p><b>Title Deeds &amp; Land Registry Quotes for Playing Field</b> The Clerk confirmed the application had been submitted to Land Registry.</p>	
viii)	<p><b>Football Coaching &amp; Funding.</b> The Clerk confirmed she is awaiting confirmation of funding from Cllr. Busuttill. It was suggested that the Clerk proceed with booking sessions for Summer and October Half Term. <b><u>Resolved 17/06/10.02</u></b> It was agreed that the Parish Council would arrange 4 sessions for the Summer holidays and 2 for the October Half Term.</p>	Clerk
ix)	<p><b>Playing Field Notices – Action to be Agreed</b> There have been horses on the field since the posting of the temporary signs. However, it was felt that the signs were good for people to refer to when approaching riders. The locations and wording of the signs were discussed, the Clerk is to draft some wording and obtain quotes for A2 and smaller signs.</p>	Clerk
x)	<p><b>Defibrillator &amp; Phone Box Adoption Update</b> The Clerk confirmed that BT had now issued a contract for adoption and the Clerk is to sign and post back with the £1 fee. Cllr. Boura offered to clean and repair the phone box in the interim. The Clerk is to get quotes and information on installing a Defibrillator and will write to the Bell Pub owner to update them.</p>	PB Clerk
xi)	<p><b>Mildenhall Community Showcase – 30<sup>th</sup> September 2017</b> Cllr. Boura advised she intends to have a stall for the Parish Council and this is to be advertised in the August Barton Miller.</p>	PB
17/06/11	<p><b><u>Highways:</u></b></p>	
i)	<p><b>A11 Fiveways Update</b> The next meeting is to be held on Monday 26<sup>th</sup> June 2017 (2-4pm), Cllr. Boura, Cllr. Dawson and possibly Cllr. Lewis (RL) or Cllr. Mullender will be attending.</p>	PB/AD
ii)	<p><b>Car Boot Sales A11 Fiveways – Traffic on A11 &amp; Barton Mills Junction</b> The Clerk advised that Cllr. Noble had previously advised that there is no truth in the rumour regarding closure of the right hand lane of the A11 junction, for the Boot Sales. The Clerk was asked to confirm this and also to confirm whether they had been given permission to open up earlier in the mornings and what the conditions of their planning application was regarding days and time.</p>	Clerk
iii)	<p><b>'Fiveways Farm' Update</b></p>	

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No update.

17/06/12

**i) Finance:  
Parish Council Bank Balances and Reconciliation from list of Payments & Receipts  
Resolved 17/06/12.01**

It was proposed by Cllr. Mullender that the bank balances and reconciliation of payments and receipts be received and adopted and initialled & signed as such by the Chairman (AD). All were in favour. The bank account balance as of 19<sup>th</sup> May 2017 is £34,410.82.

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

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

**Resolved 17/06/12.02**

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. A. Dawson.

Mrs. P Boura	Expenses	1521	£52.61
INL	Grass cutting June 2017	1522	£270.00
Mrs. V Bright	Mileage & Expenses	1523	£19.13
Bendall & Sons	Land Registry fee (Playing Field)	1524	£182.00
Pearce & Kemp	Street lighting works	1525	£1,877.18
BT	Phone Box Adoption	1526	£1.00

**iii) Update on Lloyds 32-Day Notice Account**

No update, the Clerk is to chase up with Lloyds.

**iv) Format for Recording the Minutes of Parish Council Meetings to be Discussed**

The procedure for draft minutes of meetings was discussed.

**Resolved 17/06/11.03**

It was agreed that the minutes be kept as brief as possible, whilst still being precise and factual. The Clerk is to draft the minutes and email to all Councillors for information only, and to add them to the website. Any suggested amendments or changes are not to be emailed to the Clerk between meetings, but are to be discussed and agreed by Full Council at the following meeting, when the minutes are approved and signed.

17/06/13

**i) Councillors Reports and Items for the next agenda**

**External Meetings that Councillors may wish to report upon**

Cllr. Boura updated the Council with news of the Memorandum of Understanding proposed between Planning and Parishes. The RPA met with Planning, but the RPA withdrew. Planning continued to implement the draft, which is currently ongoing. More information should be received soon for consultation.

Cllr. Lewis (FL) advised that she will be attending the SALC Forum on 13<sup>th</sup> June 2017.

**ii) Parish Forum – Thursday 13<sup>th</sup> July 2017**

The Parish Forum is now to be held on 13<sup>th</sup> July 2017 7-9pm, the venue is to be confirmed. Cllr. Boura advised she is unable to attend. Cllr. Dawson is to check her availability.

Clerk

FL

AD

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iii)

## Councillors Reports

The Clerk advised that the Councillor Vacancy Notice had now been published.

iv)

## Items for Future Agendas

- Grange Lane Turning Area Posts to be considered
- Councillor Vacancy Update
- Update on 32-Day Notice Account
- Barton Mills Boot Sales
- Defibrillator Quotes / Phone Box Update
- Playing Field Notices (No Horses) Quotes & Options to consider
- Worlington Road Addresses
- Street Lighting Annual Maintenance Quotes / Worlington Road Street lighting
- Notice Board (Playing Field) Options & Quotes to be considered
- SID Rotation Volunteers Update & action to be taken
- Affordable Housing Update

The next meeting will be held on Tuesday 4<sup>th</sup> July May 2017 at 7:30pm, in the Village Hall.

There being no further business the meeting closed at 9:19pm.

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

Date: 4<sup>th</sup> July 2017

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