**BARNHAM PARISH COUNCIL**

Tuesday, 8th March 2022 at 7.00pm – Village Hall

**MINUTES**

**Present**: Parish Cllrs: Ed Wyer (Chair) I. Heading, P. Keast, Mrs. S. Watson, M Hawthorne, Martin Belsham.

Suffolk County Cllr: Mrs. J. Spicer. West Suffolk District Councillor: A. Smith. Mr A Blenkiron (Euston Estate), Steve Telfer representing Barnham Heath, Clerk: Mrs N Deverell. Eight members of the public.

1. **Apologies** were received from Cllr. John Bauer and these were approved.
2. **Declaration of interests** – Two received.
3. Parish Cllr Belsham – Wife is a member of Barnham Church PCC
4. Parish Cllr Keast – Barnham Church PCC Member
5. **Minutes** of the meeting held on Tuesday, 11th January – Chair advised that a member of the public had written in to complain about the minutes and that he would be replying directly to them. Chair asked council and minutes were unanimously agreed to be a true record.
6. **Progress of actions from the last meeting**

**Point 6. Co–option of Parish Councillor** – Martin Belsham. Declaration of acceptance and Register of Interests have been completed and filed with Democratic Services at West Suffolk. New ‘Parish Councillor Information pack’ with Code of Conduct and Standing orders sent to Martin

**Point 8a. Damaged Sign on A143** – Sent photographs of damaged sign on A143 to Cllr Spicer on 19th January (previously reported under reference number 343998) Cllr J Spicer to follow up with Highways on likely repair date. Action Cllr J Spicer

**Point 9. Removal of Rubble behind Bus shelter** - Completed by Paul Woollard and invoiced - £463.00

**Point 10. Grass cutting tender.** A letter of appointment was sent to Ian Austin of Austins’s Horticultural Ltd on 28th January confirming that his tendor was successful, first cut in May 2022.

**Church Clock –** Church clock is in working order. Simon Ford has liaised with Smith & Derby regarding an Annual Service Agreement. This has now been received, Chair requested Cllr Keast to review the agreement and present a recommendation at the next meeting.

Action : Cllr P Keast

1. **Public Forum**

The Chair welcomed eight members of the public who were in attendance and asked if there were any questions. A member of the public advised that they had written to the Chair voicing their concerns regarding the previous meeting and minutes, Chair advised that he would be responding directly to them in writing. The Member of the public advised that she was recording the meeting and held her mobile phone up. Chair advised the member of the public that recording the meeting was only permitted where prior permission had been sought.

Chair invited Andrew Blenkiron from Euston Estate if he had anything further to add from the previous meeting that he would like to share. Andrew reported that everything that had captured in the minutes had been actioned. He then responded to a member of the public who had requested notes of the meeting held between Chair and Andrew Blenkiron prior to the last meeting. Andrew stated that it had been a private meeting and as such there were no minutes recorded but that he had notes in his notebook that he would make available for her to see. Member of public advised that she would like to read them.

Action: Andrew B

The Chair invited M Hirst to provide an update regarding progress with the Lorry Watch Scheme. Mark reported that he had been chasing Claire Fisher who apologised as she had been on annual leave. Claire stated that she was pulling together the training plan and would be in touch with Mark as soon as it was ready. Mark advised of a total of 12 volunteers for the scheme.

Action: Mark Hirst

Cllr Spicer reported that the County Council has provided 4-6 ANPR’s (Automatic number plate recognition) for use in the surrounding villages, a fortnight at a time. It is being used as a pilot in Bardwell. Cllr Spicer advised that we can request to have it in Barnham via a link on the system. Cllr Smith stated that the Parish Clerk for Bardwell Mrs Smith would be able to advise on how to request it. Clerk to liaise with Mrs Smith on process with a view to requesting the ANPR for Barnham

Action: Clerk

**6 Reports**

a. Suffolk County Council

**Update on Quarry Application** Elveden Estate - The next date for Development Control has been deferred to 28th April 2022.

**Barnham School -** Early Years / Key Stage One Outdoor area - FOBS requested funding of £500 from locality budget to fund the guttering water wall. Cllr Spicer reported that this is approved.

**Sign for Barnham Heath –** Residents of Barnham Heath have requested a road sign. Clerk to liaise with Rob Williams and Steve Telfer and present a formal proposal to Cllr Spicer at the next meeting

Action: Clerk/Steve Telfer

b. West Suffolk District Council (District Cllr Smith)

**Update on breach of conditions NRG Oil, Station Road** –Planning Consent - As of yesterday West Suffolk have not received any notification that the applicant wishes to vary any conditions or that they have appealed the planning approval. WS Officers advice is that notification of a planning appeal could be 2-3 weeks behind receipt by the Planning inspectorate.

**Update on Gypsy Site Enforcement** – no update available

**Honeysuckle Farm** – EN/21.01.79 – Enforcement team have not made contact whilst attending site. Cllr Smith will feedback suggested timings to the Enforcement team (8am or before/5pm and after)

c**. Village Hall (Cllr Hawthorne**) –

1. Request for notification to go out reminding residents to clear up after their dogs – notification in the Link and on Barnham resident facebook page.

2. Request to check the Grass cutting contract to ensure that it covers the Village Hall areas

Action: Clerk

d. **RAF Honington (Cllr Heading)** – Cllr Heading reported a liaison meeting on 5th April at 6pm, Cllr Heading will be attending.

e**. Play Park (Cllr Watson)**

1. Gate Closure – Cllr Hawthorne and Cllr Waston reported that there is still an ongoing issue with the speed of the gate closure – Damper ram needs replacing Cllr Watson will liaise with Play park company to see if they can assist with parts

2. Weed Spraying – Cllr Watson is liaising with Cllr Hawthorne

Action: Cllr Watson/Cllr Hawthorne

f. **Speedwatch and VAS Vehicle Activated Sign Update (**Cllr Bauer) - Meeting Note Update –

1. **Speed Gun -** The Speed Gun has not yet been returned to the manufacturer to be checked.  This is because the cost to send it would be significantly more than the budget for Speed Gun maintenance due to its value (£850).  Sending it without the proper liability cover would mean that in the event of loss or damage we would not be reimbursed by the courier.  The alternative could be that it is covered under the council’s insurance which the clerk is looking in to.

Action: Cllr Bauer/Clerk

1. **VAS -** The VAS is still yet to be installed.  The pole that SCC Highways put up for us was an extension of an existing 30 mph sign on the triangle next to the church.  This was not tall enough and was also listing at an angle.  They were unaware that our sign was solar powered which requires the additional height for the solar panel to be mounted above the sign.  I thought that we had clarified the type of sign but have no written record of this.  I have liaised with them to arrange for a high enough pole to be installed with a suitable foundation to support the device.  When I last checked the works had been requested and were waiting approval.  Once approved, the work is put to contract and the contractor will have up to 14 weeks to complete the installation. We have received an invoice from the supplier (attached).  They have fulfilled all of their obligation apart from the installation which has been delayed through no fault of their own.  I have emailed them to apprise them of the situation and request that they be patient with us.  I have not yet had a reply but I think it would be unreasonable to expect them to wait over 3 months for payment.  I would welcome the views of the rest of the Parish Council on this.

Cllrs unanimously agreed to pay the invoice. Action: Cllr Bauer/ Clerk

**7. Planning Matters**

* 1. Applications received for comment:

1. **DC/21/2509/HH** -Proposal Householder planning application - a. single storey side extension b single storey rear extension (following demolition of existing extension) Location White Gables Mill Lane Barnham IP24 2NH Applicant Mr and Mrs Borley ( “no comment” response was submitted)
2. **DC/22/0111/TCA** – Proposal Householder planning application - single storey rear extension Location Hill View Euston Road Barnham Suffolk IP24 2NJ Applicant Mr/S L Haines (“no comment” response was submitted)
3. Planning Committee Meeting :
   1. **SCC/0095/20SE** - Proposal: Extraction of sand and gravel and subsequent importation of inert waste material to achieve a beneficial restoration of the site back to heathland on land at North Farm, Barnham.
   2. **SCC/0042/21SE** - Alternative Access Road into North Farm Quarry, Barnham (planning reference SCC/0095/20SE) Location: North Farm, Elveden Road, Barnham, Suffolk, IP24 2PH. (Planning Meeting held on 21st Feb – written response submitted by 4th March 2022)
4. **DC/22/0201/HH** – Proposal - Householder planning application - a. front extension to existing garage to create garage and shower room b. conversion of existing garage to garden room “no comment”
5. Enforcement issues – None Reported

**8. Other Actions for this meeting:**

a. **Queen’s Platinum Jubilee Celebrations** – M Hirst reported that the village Jubilee committee had been formed headed by Sue Nutt and that there would be a flower display in church together with an Exhibition of the Queen and Barnham through the decades and a street party/tea event in the church grounds.

Cllr Belsham advised that he thought it would be helpful in the current climate if there was no charge for the food offering at a street/party event. Cllr Smith reported that he would be supporting village Jubilee celebrations with £300.00 from locality budget. Application forms will be sent to the clerk for completion. Action: Clerk

A discussion took place on varied options, benches, plaques, trees, it was suggested that the Parish Council could pay for a plaque for a tree and Cllr Spicer agreed to assist with getting the fee waived if the tree was to be put on Council land. Chair suggested that Cllrs Watson, Hawthorne and Belsham could liaise with the Jubilee Committee and support them with the plans for the village and report back.

Beacon - previous Clerk Caroline Dowson – has registered that Barnham will be taking part in the lighting of the beacons @queensjubileebeacons.com (email 1st Aug 2021) Cllr Hawthorne will be involved with the lighting of the beacon at 9.15pm on 2nd June 2022.

b.**Great British Spring Clean** (Cllr I.Heading) – Cllr Heading will organise a date and advise council – it was agreed that the date would be in May 2022.

Action: Cllr Heading

**9.Financial Matters**

Precept was submitted on 24th January 2022 and receipt was confirmed.

Bank Reconciliation:

1. **Receipts & Payments since last meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Out** | **In** |  |
| 1 Jan | **Start Balance** |  |  | **15,412.38** |
| 13 Jan | Chq issued - 101147 | 447.95 |  | 14964.43 |
| 17 Jan | Chq issued - 101148 | 447.95 |  | 14516.48 |
| 21 Jan | Credit HMRC vtr |  | 743.19 | 15259.67 |
| 31 Jan | **Balance carried forward** |  |  | **15259.67** |
|  |  |  |  |  |
|  | **Payments/Receipts** | 895.90 | 743.19 |  |

1. **Bank Balances:** Current account (31.1.22) **£15,259.67**. Savings account (31.1.22**) £4,923.52**

Authorise Payment:

1. **Cheques for signature**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 08.03.2022 | 101149 | SALC Clerk Training Invoice | Inv: 25407 | £180.00 |
| 08.03.2022 | 101150 | Smith of Derby Ltd (Church Clock) | Inv: 0000122157 | £420.00 |
| 08.03.2022 | 101151 | Paul Woollard (Rubble clearance) | Inv: E2E 040222 | £463.00 |
| 08.03.2022 | 101152 | Parish Clerk (N. Deverell) |  | £509.39 |
| 08.03.2022 | 101153 | COEVAL – intelligent illumination | Inv: 5091 | £3,324.00 |

**Audit** - Debbie Dunning has agreed to complete the Audit again this year. Debbie has served notice that this will be her last year of completing the audit.

1. **Grant Requests / Correspondence**

a. The Link – Request for the Parish Council to continue supporting the community newsletter ‘The Link’ £60.00 contribution– unanimously agreed

b. The village Jubilee celebrations – Request from Jubilee Committee for a sum of £250.00 to support the community jubilee celebrations – Unanimously agreed – confirmation required for payment.

Action: Clerk

1. **Items for consideration for inclusion on next Agenda**
2. Clerk Salary
3. Great British Spring Clean
4. Pathway from Barnham Heath to village mud clearance (old paperwork and quote from Euston)

Action: Clerk/ Euston Estate MH

1. Barnham Cross Traffic Lights – Report length of traffic light sequence
2. Improved Dog bin in village – type requested same as by the bus shelter
3. St Martins meadow – remind residents to pick up dog waste - Link and facebook

Action: Clerk

**Date of Next Council Meeting** – Tuesday, 10th May, 7pm at the Village Hall

The Chairman declared the meeting closed at 8.15pm

Chairman Signed: …………………………………………………………….