

BARNHAM PARISH COUNCIL
Annual Meeting of the Parish Council
Tuesday, 12th July 2022 at 7.00pm – Village Hall
MINUTES

Present: Parish Cllrs: Ed Wyer (Chair) P. Keast, S. Watson, M Hawthorne, M Belsham, J Bauer
West Suffolk District Councillor: A. Smith, Clerk: Mrs N Deverell.
1 member of the public were in attendance.

1. **Apologies** were received from Suffolk County Cllr: Mrs. J. Spicer.
2. **Declaration of interests:**
 - a. Cllr Bauer - Wife in receipt of payment from St Gregory's Church re: Church Organist
 - b. Cllr Keast - Member of the PCC & Treasurer for St Gregory's Church
 - c. Cllr Belsham - Wife is a member of the PCC St Gregory's Church
 - d. Cllr Watson - Member of the PCC for St Gregory's Church
3. **Minutes** of the meeting held on Tuesday, 10th May 2022 – Omission of Cllr Bauer's name raised then unanimously agreed. Proposed: Cllr Hawthorne and seconded Cllr Belsham.

[Action: Clerk to correct the omission.](#)
4. **Progress of actions from the last meeting (inclu Clerks Report circulated to Cllrs before the meeting)**
 - a. 8a. - Confirmation of contract re: Church Clock yearly contract for servicing – Cllr Keast to respond to Smith of Derby to confirm annual service and advise of Clerks contact details for invoicing

[Action : Cllr Keast](#)
 - b. 13b - Update on Great British Spring Clean (Cllr Heading)- No Update

[Action: Cllr Heading](#)
 - c. 13fi - Moles Village Hall – Cllr Hawthorne reported a quote of £360.00 per year for managing the moles around the village hall. It was unanimously agreed by council to go ahead with the mole management.

Impact on Grass cutting : Following the first three grass cuts the grass cutting contractor has written to the Chair and Clerk to advise of concern regarding the unevenness and volume of surface stones caused by new and historic molehills around the village hall. The main concern lies with the possibility of window breakage from a stone coming from a mower or strimmer. The contractor advised that they are considering serving notice on the grass cutting contract as they would be liable for any breakages.

Motion: It was unanimously agreed by council that :

1. The grass cutting around the Village Hall to be suspended - Write to Grass Contractor to advise - [Action : Clerk](#)
2. Mole management begins – Clerk to write to confirm start of mole management - [Action: Clerk](#)
3. Harrow and roll the area – Cllr Hawthorne to organise - [Action: Cllr Hawthorne](#)
4. Grass Cutting to be resumed when appropriate

Cllr Hawthorne reported that he had received a complaint regarding the cutting of the slopes on 'The Street' going towards the traffic light junction. The Clerk noted that she had spoken with the complainant and advised that that area was not covered in the grass cutting contract and had provided the details of Highways Grass cutting and had also arranged for the Grass

Cutting Contractor to visit the complainant to explain, which has happened. It was agreed that the Clerk would follow up with Highways and feedback to council and the complainant.

Action: Clerk

- d. 13g - Decision on payment for Jubilee – Council provision of £250.00 – Cllr Keast to provide a spreadsheet detailing cost /expenditure to the Clerk in order to process payment.

Action : Cllr Keast

5. **Public Forum**

MH requested update on Noticeboard for Bus Shelter (Barnham Heath). This was to be raised at the next residents meeting. Clerk to liaise with S. Telfer for update.

Action: Clerk/ S. Telfer

MH reported on Lorry Watch – 8 Volunteers with all completed forms sent to Claire Fisher. MH advised that all reports would be processed through him, Chair requested to be copied in on all reports.

6. **Reports**

a. Suffolk County Council

Update on Quarry Application Elveden Estate - Cllr J Spicer sent apologies and advised Chair prior to the meeting:

Update on the Quarry Application – Application is awaiting responses from some consultees and will not be submitted to Committee until all responses are received.

Indigo – No update on paper storage but access to byway joining C633 is expected to start soon.

b. West Suffolk District Council (District Cllr Smith)

Update on breach of conditions NRG Oil, Station Road: Cllr Smith reiterated that a Breach of Condition Notice was issued dated the 9th May 2022. The requirements are valid schemes to be submitted for Conditions 2, 3, 4, 11, 14 and 15 by 4th July 2022 (5 weeks) and the fencing to be installed by 26 September 2022 (4 months).

Update on Gypsy Site Enforcement – Cllr Smith reported that an injunction has been granted. Honeysuckle Farm – Investigations are ongoing.

c. **Village Hall (Cllr Hawthorne)** –Cllr Hawthorne advised nothing to report

d. **RAF Honington (Cllr Heading)** - No Update

e. **Play Park (Cllr Watson)** – Cllr Watson noted the latest report received for May

a) Findings cover /bonded Rubber mulch monitor fixings bedding/cutting into surface coverage

b) Bonded Rubber mulch – weeds – spray off before surface deteriorates Action: Cllr Hawthorne

c) Basket ball goal – 3 fixing screws missing – replace

d) Gate closures – Gate B is closing too quickly – ensure gate closes 4-8 seconds

Action: Clerk to contact Play Inspection company for recommended contractor to rectify faults

f. **Speedwatch (Cllr Bauer)**

1. Speed Gun – Cllr Bauer reported:

a) 6 + another possible volunteers

b) All relevant paperwork now to be processed by Julie Bathgate

c) Once all necessary checks completed the training can be organised and commence.

- d) Once training completed the team will receive a new Speed Gun
- e) Action on old Speed Gun, currently with manufacturers for repair, is on hold until completion of training.
- g. **VAS – VAS Vehicle Activated Sign Update (Cllr Bauer)** – Cllr Bauer noted that the The Pole is now in situ, date to be confirmed for installation of the sign as the contact at Coveval is currently on annual leave.
- h. **ANPR Trial – (Cllr Belsham)** - Cllr Belsham reported that all paper work for trial completed and submitted

7. Planning Matters

a. Applications

- b) **DC/22/0894/HH** – Householder Planning application – a. single storey side extension to form annexe. B. creation of storage in roof space of existing dwelling with two roof lights c. alterations to windows and doors Location: The Bungalow Thetford Road Barnham Suffolk – Planning Meeting Mon 27th June 2022. **Response submitted to planning 27th June – Supporting the application.**
- c) **DC/22/1070/TCA** – Proposal – Trees in a conservation area one walnut and one Copper beach crown reduction in height by 2 metres and lateral crown reduction on all aspects by up to 1.5 metres. Location: Yew Tree House, The Street, Barnham. – **No Comment response 4th July 2022**

b. Enforcement issues – See reports

8. Other Actions for this meeting:

- a) Parking on the Green Triangle adjacent to the church – Note in the Link to advise the community to refrain from parking on the green adjacent to the church Action: Clerk
- b) Parish Council to vote on contribution to the Church as per minutes Sept 2021 7d & May 2022 13fii
Chair agreed at the last meeting to include an item on the next agenda to discuss the cancellation of the payment for grass cutting in the St Gregory's churchyard.
Chair reported that the reasons for cancelling the payment were clearly explained previously by both Clerks, Caroline and Tash as a result of advice given by NALC regarding the legality of this payment. Chair noted that he supported this decision and considers the reinstatement of a payment to be against sound advice. Chair advised Council that they have the power to overturn that decision by a vote at this evenings meeting.
Chair noted the implications of a vote in favour of funding the village churchyard.
 1. We are not allowed to make any payment which is not deemed legal and in the case of payment for church property there is a question mark over the legality of this type of payment. Hence, we went to the trouble of adopting the clock in order to legally enable us to maintain it.
 2. The NALC advice was that Parish Councils should consider whether it is prudent to take a course of action that it cannot be certain is legally valid.
 3. A vote in favour of making this payment would be against the advice of the Clerk who is also the Responsible Financial Officer. You would, therefore, be ordering her to make payments for which she would be legally responsible and for which she has already advised could be illegal.
 4. A vote in favour of reinstatement of the payment by those who have declared an interest could be in breach of the new code of conduct general principles.
 5. A Parish Council with General Power of Competence may be permitted to fund such expenditure, but Barnham PC does not qualify for this status, therefore, there would be no exception for making payment.
 6. If there is a motion to reverse this decision then, due to the potential illegal nature of this decision I am going to ask that individual votes are recorded.

After in-depth council discussion it was unanimously agreed to remain with current position, not making a contribution towards grass cutting/maintenance at the Church.

- c) Citizen Advise Bureau – Clerk reported that we had received a request for a donation to support Suffolk West CAB. Following discussion, it was unanimously agreed to support a donation of £100.00 but for it to go to the local CAB. Clerk to liaise with CAB to action.

Action: Clerk

- d) To resolve to adopt the new LGA Code of Conduct – Council unanimously agreed to adopt the new Code of Conduct Policy. Clerk to report to West Suffolk Council and circulate the training for all councillors to complete.

Action : Clerk

9. Financial Matters

Clerks Report was accepted (distributed before the meeting)

Bank Reconciliation:

a) Receipts & Payments since last meeting

Community Account

Date	Chq No:		Out	In	Balance
1 Apr					10,363.28
30 Apr 2022	Credit	Credit West Suffolk Council		8,545.00	18,908.28
10 May 2022	101154	Eastern Play Services Inv: 1734	414.00		
10 May 2022	101155	SALC Subscription Inv: 25940	265.00		
10 May 2022	101156	Debbie Dunning Int Audit	50.00		
10 May 2022	101157	The Link Donation	60.00		
10 May 2022	101158	Clerk Salary	477.46		
10 May 2022	101160	Clerk Salary backpay	38.20		
		Payments / Receipts	1,304.66	8,545.00	17,603.62
Cheque not cleared	101159	Courier Fees Speed Gun	9.52		

Business Premium Account

Date	Chq No:		Out	In	Balance
12 Mar					4,923.64
6 Jun 2022	Credit	Interest		0.37	4,924.01
		Payments/Receipts			4,924.01

Bank Balances:

Current account (31.05.2022) **£17,603.62**

Savings account (13.06.2022) **£4,924.01**

Authorise Payment:

b) **Cheques for signature**

Date:	Chq No:	Who:	Invoice No:	Total; Amount	VAT:
12.07.22	101161	N Deverell – Clerk	N/A	485.91	
12.07.22	101162	Ian Austin – Grass Cutting	717	675.00	

Simple Servicing Authority forms have been completed by the Clerk and signed by official signatories Chair Cllr Wyer and Cllr Keast to enable the Clerk to have vision of the accounts for reporting purposes only.

10. Items for consideration for inclusion on next Agenda

1. Emergency Planning

Date of Next Council Meeting – Tuesday, 13th September, 7pm at the Village Hall

The Chairman declared the meeting closed at 8.26pm

Chairman Signed: