

BARNHAM PARISH COUNCIL
Annual Meeting of the Parish Council
Tuesday, 13th September at 7.00pm – Village Hall
MINUTES

Present: Parish Cllrs: Ed Wyer (Chair) P. Keast, S. Watson, M Hawthorne, M Belsham, J Bauer, I Heading
West Suffolk District Councillor: A. Smith, Clerk: Mrs N Deverell.

1 member of the public was in attendance & S. Telfer

Due to the sad loss of her Majesty, Queen Elizabeth II, the Chair invited attendees to observe a minute's silence at the start of the meeting.

1. **Apologies** were received from Cllr Joanna Spicer and Mark Hirst (via email)
2. **Declaration of interests:** None
3. **Minutes** of the meeting held on Tuesday, 12th July 2022 Proposed Cllr Bauer 2nd Cllr Hawthorne.
4. **Progress of actions from the last meeting** (inclu Clerks Report circulated to Cllrs before the meeting)

4a – 8a **Church Clock** – At the May meeting Cllr Keast advised that an annual service contract would be £264.00. It was unanimously agreed by Cllrs to proceed with a yearly service contract. Cllr Keast to respond to Smith of Derby and advise of Clerks contact details for invoicing.
Cllr Keast to confirm that the annual contract has been set up and that Smith of Derby are aware of the Clerks details to issue invoice.

Action: Cllr Keast

4b - 13b - Update on Great British Spring Clean – Cllr Heading advised that an Autumn Spring clean would be organised by the end of October and he will liaise with S Telfer to co-ordinate volunteers.
Clerk to request volunteers via the Link and facebook page.

Action : Cllr Heading
/Clerk

4c – 1. Clerk has written to grass contractor on 14th July 2022 to advise that grass cutting is suspended until after mole management has begun. Clerk will write to advise that the mole management will begin 1st October

Action: Clerk

4c- 3. Mole management will begin on 1st October 2022. Traps will be laid underground with a paint marker on top to indicate where the trap is. Cllr Hawthorne will then organise the Harrow and roll of the area.

4d. - 13g - Decision on payment for Jubilee – Cllr Keast provided an Invoice for £170.33 (Cheque was paid to Barnham Church to reimburse volunteer expenses and was signed for by Cllr Ed Wyer and Cllr Heading)

5. Clerk has written to Steve Telfer on 14th July regarding the provision of a noticeboard at the Bus Shelter. S. Telfer advised that they have their residents meeting on 21st September where the noticeboard will be raised and he will advise on the outcome.

Action: S. Telfer

6. e. d – Play park maintenance – Clerk has written to Paul Woollard & Cllr Watson regarding carrying out the maintenance faults raised through Play park safety reports on 27th July and 8th August. Cllr Watson advised that she would liaise with Paul with Cllr Hawthorne's support.

Action Cllr Watson/Cllr
Hawthorne

8a. Note in the Link to request the community refrain from parking on the Green Triangle adjacent to the church. This was issued in August edition. Cllrs discussed that this had improved slightly and agreed for it to be included again in the next newsletter. Clerk to liaise with the Link

Action: Clerk

8c. Clerk to liaise with CAB regarding donation as West Suffolk CAB does not cover Thetford. Unanimous decision for donation to go to Thetford CAB – Clerk to liaise

Action: Clerk

8d. Council Adopted the LGA new code of conduct – Clerk has circulated training and requested that it is completed by end of September. All 'Other Registrable Interest' forms need to be completed and returned asap in order to return to Democratic Services West Suffolk Council.

Action: Cllrs

Watson/Bauer/Heading/Keast

5. Public Forum

S. Telfer raised a concern with Ants in the main Village Hall – Council advised to contact Judy Jordan who manages the Village Hall.

6. Reports

a. **Suffolk County Council** – No Update

b. **West Suffolk District Council (District Cllr Smith)**

Update on breach of conditions NRG Oil, Station Road: Cllr Smith advised that an agent is in communication with them in order to satisfy requirement of conditions.

Update on Gypsy Site Enforcement – Cllr Smith reported that although an injunction has been granted it has not yet been served.

Honeysuckle Farm – Investigations are ongoing

Local Plan – Meeting on hold due to period of mourning for Queen Elizabeth II, Clerk to send submission to Cllr A. Smith and add as an agenda item at the next meeting

Action: Clerk

c. **Village Hall (Cllr Hawthorne)** – Cllr Hawthorne advised next meeting is 21st September 2022

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

e. **Play Park (Cllr Watson)** – As above 4. 6.e.d

f. **Speedwatch (Mark Hirst/ Cllr Bauer)** - Paperwork has been submitted for the volunteers, training to be confirmed and then once completed will be issued with a new speedgun

g. **Speed Gun –VAS – VAS Vehicle Activated Sign Update (Cllr Bauer)** – New VAS sign in place and operational, some feedback received has suggested cutting the trees back by the church to enhance sightline of the post/sign. Cllr Belsham advised that this could be actioned by Councillors.

Action: Cllr Belsham

The sign requires an Android device to download the information Cllr Bauer to investigate and supply a quote for minimum requirement for a tablet

Action : Cllr Bauer

h. **ANPR Trial – (Cllr Belsham)** - Documentation has been submitted for the trial.

7. Planning Matters

i. Applications

- b) **DC/22/1314/TCA - /FUL** – Trees crown reduction – Wild Meadows Water Lane Barnham – 'No Comment' response ?? July 2022
- c) **DC/22/1307/FUL** – One Dwelling – land adjacent to Forge Cottage – Mr Hollins – Rees Pryer Architects – 'No Comment' response submitted 18th August 2022
- d) **DC/22/1367/TCA** – Tree one Cherry Tree Fell – Pippins, Water Lane, Barnham – 'No Comment' response submitted 18 August 2022
- e) **DC/22/1325/FUL** – Installation of 6.2km of electricity cable underground – Sub station – Applicant Pigeon Thetford Ltd – 'No Comment' response submitted 18th August 2022
- f) **DC/22/1443/HH** – Single story garage extension to form annex – Dovecote Cottage West Farm Barnham- Mr Chris Dell - 'No Comment'

b. Enforcement issues – None Reported

8. Other Actions for this meeting:

Emergency Planning – Chair, Cllr Wyer took everyone through the plan, discussions took place which resulted in:

- i. Unanimous decision to have a plan
- ii. Unanimous decision to use the presented format
- iii. Council to think about a recruitment process for volunteers for the plan.

Emergency Planning to remain item on agenda

Action: Cllr Wyer

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 Jun					17,603.62
05 July 2022	-	Credit from West Suffolk		235.86	17839.48
14 July 2022	101159	Chq Cllr Bauer	9.52		17,829.96
14 July 2022	101161	Chq Clerk Salary July / Aug	485.91		17,344.05
15 July 2022	DD	ICO	35.00		17,309.05
26 July 2022	101162	Ian Austin Grass Cutting	675.00		16,634.05
		Payments / Receipts	1,205.43	235.86	
		Balance Carried Forward			16,634.05

Business Premium Account

Date	Chq No:		Out	In	Balance
29 July 2022					4,924.01
		Payments/Receipts			
		Balance carried forward			4,924.01

Bank Balances:

Current account (29.07.2022) **£16,634.05**

Savings account (29.07.2022) **£4,924.01**

Authorise Payment:

a) **Cheques for signature**

Date	Chq No:		Invoice No:	Total Amount	VAT
13 Sept 2022	101163	Clerk	-	454.91	
13 Sept 2022	101164	Insurance	-	495.16	
13 Sept 2022	101165	Jubilee Celebrations – Barnham Church (to reimburse volunteer expenses)	-	170.33	
Total				1,120.40	

Date of Next Council Meeting – Tuesday, 8th November, 7pm at the Village Hall.

The Chairman declared the meeting closed at 20.05pm

Chairman Signed: