**BARNHAM PARISH COUNCIL**

MINUTES OF MEETING HELD

Tuesday, 12th July, 2016 at 7.30pm in the Village Hall

**Present**: Cllrs. J. Bauer, I. Clark (Chair), A. Copeland, S. Watson. P. Wade (St. Edmundsbury Borough Council).

1. **Apologies for absence** – Cllrs. E. Wyer and P. Keast
2. **Minutes of the previous meeting** held on 10th May 2016 were agreed. Proposed: AC and seconded SW.
3. **Matters arising** from those minutes (for report and not on the agenda). None.
4. **Declarations of Interest**. None.
5. **Reports**
   1. Suffolk County Council – Cllr. Spicer not present.

* 1. St Edmundsbury Borough Council – Cllr. P. Wade.
* **The Orchard, Station Road – Enforcement Notice**. Cllr. Wade explained that the Borough Council would only inspect the site after the 16th July which is the Enforcement Order cut-off date. The site needs to be normalised by then. Cllr. Wade will contact the Enforcement Officer after this date to check the area has been inspected.
* **Solar Panel Farm Appeal**. Cllr. Wade confirmed this was rejected in January 2016.
* Cllr. Wade updated the council on events in the St. Edmundsbury Council, particularly with regards to the recent Devolution vote.
  1. Village Hall – Cllr. Watson. Nothing to report.
  2. RAF Honington – Cllr. Heading not present.

1. **Planning**

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| DC/16/1091/TCA | The Bellows,Blacksmith Lane | Reduce height of 8 silver birch trees by 20% |
| DC/16/0844/LB | Walnut Tree Cottage, The Street | Replace side door with oak door with glazing panels. Insertion of glazing panels to side and front of existing car port to form orangery including double panel entrance door to side |
| SCC/0135/16 | Barnham Primary School, Mill Lane, Barnham, Thetford, Suffolk, IP24 2NG | Installation of a temporary unit for use by school |

* 1. Applications – three applications have been dealt with by the Planning Committee and a “no objection” comment for all of these has been submitted:
  2. **Appeals** – See Cllr. Wade’s report above.

1. **Play Park** – Cllr. Copeland reported that:

* Signage is in place and looks good.
* Replacement ground cover under the slide. Cllr. Watson has organised for someone to clear the bark and take it away (first weekend in August). The replacement ground covering (as discussed at the meeting of 10th May) will be installed week commencing 6th August. Cllr. Clark thanked Cllr. Copeland for organising this.

Action: AC/SW

1. **Speed Watch update**. Cllr. Bauer reported that it has been quiet (due to his own work commitments) with only one or two sessions since the last meeting. However, a busy rota for the summer is planned and there are two new members. One of the batteries needs to be replaced and Cllr. Bauer will arrange for this and claim expenditure.

Action: JB

1. **Bus shelter**

Following Cllr. Spicer’s offer of potential help with costs for maintenance works for the bus shelter (through Suffolk County Council), the clerk has spoken to Goddards of Thetford and asked them to inspect the bus shelter and report on any maintenance issues. Goddards proposed an alternative roof style that would reduce maintenance (to match the one used on the village hall). However, the Borough Council were not happy with the choice as the bus shelter is within the conservation area. In fact, the existing roof is in a reasonably good state of repair (maintenance work was carried out last year). Also, the bus shelter cannot easily be painted as it has been treated with anti-graffiti paint which would need to be removed before repainting. Therefore, Goddards submitted a quote to just clean two small areas of graffiti and tidy the bus shelter in the sum of £132. After discussion, it was agreed that no work needs doing at the present time as the graffiti quite marginal. (The clerk has swept out the bus shelter).

The clerk has received an enquiry from the owners of Memorial Cottages (adjacent to the bus shelter and opposite the village green) regarding some trees that are planted within a small fence behind the bus shelter. They are concerned about who is responsible for maintaining these trees as they have become quite large. There are also other similar trees within the school grounds. After discussion, it was agreed that this should not be the responsibility of the Parish Council as the council does not own this land. It was suggested that Mr. and Mrs. Maxwell contact Euston Estates direct as they are the possible owners of this land (the Memorial Cottage property was originally sold by the Estate into private ownership). The clerk to inform Mr. and Mrs. Maxwell accordingly.

Action: Clerk

1. Finance
   1. The clerk has distributed a report regarding bank balances, planning applications and correspondence prior to the meeting.
   2. Bank balances: community account £13,186.13, business tracker account £3,639.16. Total: £16,825.29.
   3. Cheques were issued and signed - Proposed AC and seconded JB.

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| No. | Date | Details | Amount |
| 101012 | 12.7.16 | Mrs. C. Dowson (Clerk June/July) | £380.68 |
| 101013 | 12.7.16 | Mr. D. Thrower (Grasscutting May, June) | £430.00 |
| 101014 | 12.7.16 | Suffolk Assoc. of Local Councils - subscription | £237.46 |
| 101015 | 12.7.16 | Coastline Graffics (signs for Play Park) | £182.40 |

* 1. The clerk explained that there is an opportunity to apply for additional funding to support work needed to comply with the Transparency Code. It was agreed that the clerk should apply for reimbursement of 3 hours per month to maintain the Parish Council website.

Action: Clerk

1. Items for report or next agenda
2. **Bowls Club**. Cllr. Copeland expressed concern about access for the Bowls Club. He asked if the Parish Council should be supportive as this club is a village amenity. He is concerned that the changes being made to the former Grafton Arms property and whether the planning permission to site into residential is being adhered to correctly. The Parish Council has received an email from the property owner stating his point of view. It was agreed that before a decision to help the Bowls Club can be made, it would be good to have information from the Bowls Club regarding their understanding of the Agreement and its history. At the moment it is unclear whether the Bowls Club ever had vehicle access. Cllr. Copeland will ask the Chairman or Secretary of the Bowls Club to attend the next Parish Council meeting or write to the Parish Council regarding their position.

Action: AC

1. **AGM** – Cllr. Copeland asked if the Parish Council should have appointed a Trustee at their May AGM for the St. Thomas’ Charity. Cllr. Clark explained that the Trust is responsible for appointing Trustees. (Notice was received by the Parish Council in February 2016 - addressed to Ed Wyer - confirming this).
2. **Date of next meeting**: Tuesday, 13th September at 7.30pm in the Village Hall.