**BARNHAM PARISH COUNCIL**

**MINUTES** of the meeting held Tuesday, 10th July 2018 at 7.30pm at the Village Hall

**Present**: Parish Cllr’s: M. Hawthorne, P. Keast, C. Merrifield, E. Wyer (Chair). County Cllr. Mrs. J. Spicer and Borough Cllr. A. Smith. Clerk: Mrs. C. Dowson (reporting). Two members of the public.

1. **Apologies and approval of absence**: Cllrs. J. Bauer and S. Watson.
2. **Declarations of interest** and dispensations – none.
3. **To approve as accurate minutes of the 12th June 2018** – these were unanimously agreed.
4. a. **To approve as accurate minutes of the extraordinary meeting of 18th June 2018** – these were unanimously agreed.

b. **To agree the parish council’s response to the Suffolk Minerals and Waste Local Plan**. The draft proposal distributed with the meeting papers was unanimously agreed and the clerk will send in this objection letter using the prescribed form. It was noted that the response has been compiled based on the guidelines issued. Cllr. Spicer thought that the response seemed fine and she will be registering her own objection raising similar points to her original submission. Mrs. Hunter (member of the public) reiterated concern about possible mustard gas/mercury contamination and the fact that a planning permission behind the Grafton Arms might have been rejected due to land contamination and this could be relevant, Cllr. Smith will try to find out more details.

1. **Progress reports for information:**
	1. **Suffolk County Council – Cllr. J. Spicer**.
2. **Reducing the speed limit from 40 mph to 30 mph on the A134**. The chair asked if there has been any progress with this and Cllr. Spicer explained that there were significant costs involved to change a speed limit, however, she will check the situation.
3. **School Transport Policy.** Changes have now been proposed. Transport will only be provided to the nearest Suffolk School. (Ixworth is the nearest school for Barnham – there is concern that the Ixworth School will be oversubscribed).
4. **Neighbourhood Plan Group**. Cllr. Spicer asked if any help was needed from the Highways Department and the Chair explained that the plan hasn’t reached this stage yet. Cllr. Spicer suggested that it would be good to liaise with Euston so that the parish council is aware of their planning development ideas. Cllrs. Spicer and Smith would be happy to meet with the Barnham Neighbourhood Planning Group and Euston at some point.
5. **Planning**. Cllr. Spicer will be objecting to Suffolk Minerals and Waste Local Plan and North Farm Planning Application for the extension of the “quarry”.
	1. **Bury St. Edmunds Borough Council – Cllr. A. Smith**.
6. **Electoral Review of West Suffolk – The Local Boundary Commission**. Cllr. Smith reported the good news that it is proposed that the Bardwell Ward will remain a single ward with Barnham and Euston included (not Elveden). The clerk will confirm the Parish Council’s agreement with this and publish details on the notice board, facebook page and website, hopefully to encourage people to take part in the consultation which ends on 27th August.

*Action: clerk*

1. **Village Hall car park resurfacing**. Cllr. Smith noted that he has offered a £500 contribution to the car park resurfacing from his locality budget and Cllr. Spicer has also offered £500. The school is offering their income from the fete money (in the region of £1200). Cllr. Hawthorne recently attended a meeting (representing Euston Estate) with the village hall chair, head teacher and the chair of the parish council. (It was noted that although the village hall has a quote in the region of £30,000 for car park resurfacing, an alternative quote for £10,000 has been received).
2. **Planning Matters** – Planning Application for Retention of temporary Romany gypsy caravan site on Station Road. Nothing to report on this, but it is being monitored.
	1. **Village Hall**
3. **Parish Council Village Hall Representative.**  Cllr. Peter Keast agreed to take on this post.
4. **Village Hall grass cutting**. It was unanimously agreed that as Mr. Thrower has been appointed to cut the village hall grass and he already has the contract for the other village grass cutting, the cost for this will be paid for by the Parish Council. Therefore, the cost of an additional £60 per month will be included in the grass cutting budget.

*Action: clerk*

* 1. **RAF Honington** – Cllr. Heading not present. Nothing to report.
	2. **Play Park** – Cllr. Watson not present. Nothing to report.
	3. **Speed Watch update** – Cllr. Bauer not present, so a decision on the purchase of a VAS system is postponed again until the September meeting. (Noted that Cllr. Smith has already allocated £500 from his locality budget towards this cost).
1. **Public participation session**.
	1. **Parking on village green**. Mr. John Law (member of the public) has been liaising with West Suffolk Council on the Parish Council’s behalf. The Borough would be unhappy with fencing on the green and have informed him that three yards from the road is the responsibility of Suffolk County Council. It was agreed to take no further action regarding parking on the green (particularly as it would mean that parents dropping off their children at school would have to part somewhere else and this would also cause problems).
	2. **Overgrown footpath** – St. Martins Lane. This is the Borough Council’s responsibility and although the state of the footpath has been acknowledged by them, nothing has been done, therefore, Mr. Law will follow this up again. It was noted that volunteers during the village tidy up early in 2019 might be able to help.
2. **Planning matters**:
	1. Applications
* DC/18/1092/TCA. PROPOSAL Trees in a Conservation Area Notification - T1 - Silver Birch Fell. Location: Oakwood Cottage, The Street. (No comment submitted on 28.6.18)
* DC/18/1010/FUL. Proposal: Planning Application - 1no. dwelling with associated

external works. Location: Land adjacent to Forge Cottage, Blacksmith Lane. Application: Mr Andrew Blenkiron, Euston Estate. It was unanimously agreed to submit a “No Objection” response with a note that implications for: parking, privacy and plumbing into the mains should be taken into consideration.

*Action: Clerk*

* SCC/0055/18 – Variation of Condition 1 (Duration of Permission) of SE/14/2211 for a further period of 4 years. Location: North Farm, Barnham, Thetford, Norfolk, IP24 2PF. It was unanimously agreed that the Parish Council will object to this application. It was noted that there is no end user on this application (whilst for previous applications the A11 and Brandon were listed – so is felt that this is relevant). Also, it is felt that this application should be rejected/subjected to a public enquiry because of the local plan now being proposed. The definition of a Borrow Pit is also a cause for concern. It was agreed that the chair will prepare a response listing reasons discussed and the clerk will submit the objection.

*Action: E. Wyer/Clerk*

* 1. **Neighbourhood Plan**. Cllr. Merrifield explained that progress has been very slow at present. There has been very little interest from the village to date. Also, even though the boundary details were submitted to the Borough Council two months ago, this hasn’t been approved yet as it needs to be referred to the Environment Agency. Despite the slow start, it was agreed that Cllrs. Merrifield and Hawthorne will continue to form a working group and try to obtain agreement for the boundary and make an application for grant funding.

***Action****: Cllrs. Merrifield, Hawthorne, Watson and Heading*

* 1. **Updated planning committee terms of reference**. It was unanimously agreed to adopt the revised planning committee terms of reference. These will be posted on the website.

*Action: Clerk*

* 1. **Community “Litter Pick”** for March 2019. It was agreed to hold a village litter pick/tidy up in March 2019.

Action: Clerk

* 1. **Sign for Barnham Heath**. The clerk will ask the Barnham Heath Community Group (via Mr. R. Williams) for more details regarding the sign. What do they require and what is the cost?

*Action: Clerk*

1. **Payments**. It was unanimously agreed to make the following payments:

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| 101058 | 2.6.18 | Mr. D. Thrower - grass cutting Apr/May | £450.00 |
| Direct Debit | 14.6.18 | St. Eds. BC - refuse collection | £15.08 |
| 101059 | 10.7.18 | Mrs. C. Dowson - Clerk salary June/July | £350.83 |
| 101060 | 10.7.18 | Mrs. Debbie Dunning - internal auditor | £50.00 |
| 101061 | 10.7.18 | Barnham Village Hall - rental/recycling plinth | £725.00 |
| 101062 | 10.7.18 | Information Commissioner - subscription | £40.00 |
| 101063 | 10.7.18 | Mr. Thrower - grass cutting June (incl. VH) | £275.00 |

1. **The Clerk’s report** distributed with the meeting papers was noted. It was agreed to transfer

 £1260 from the current account to the savings account. (£500 carry forward for the church clock

 and £760 received from the disbanded youth cricket club).

1. **Correspondence**. The following correspondence was noted:
	1. Suffolk Constabulary Funded PCSOs – as there is a significant financial commitment needed for this it was unanimously agreed not to seek a funded PCSO.
	2. The parish council’s Facebook page has received a request to move the “dog bin” from the lamp post at the junction of St. Martins Lane. It was agreed to take no action.
	3. Email from Mr. James Hollins. Mr. Hollins has emailed the chair regarding progress on site (land at the Old Forge, Blacksmith Lane).
	4. Email from Rt. Hon. Matt Hancock MP highlighting Silver Sunday, 7th October. The clerk will pass this on to the Rev’d Sue Nutt for information.

*Action: Clerk*

1. **Items for report from Parish Councillors**
	1. **Councillor information on website**. The chair reminded parish councillors to give the clerk a short biography and photo for the website.
	2. **Safeguarding Policy**. Cllr. Merrifield has attended a briefing regarding this and it was unanimously agreed that Cllr. Keast would be the Parish Council Safeguarding Officer and will prepare a draft Safeguarding Policy to be considered and adopted at the next Parish Council meeting. When approved the policy will be posted on the website.

*Action: Cllr. Keast*

1. **Date of next meeting**: Tuesday, 11th September at 7.30pm in the Village Hall.