**MINUTES OF THE BARNHAM PARISH COUNCIL MEETING HELD ON**

**TUESDAY, 13TH MARCH 2018, 7.30PM, VILLAGE HALL**

**Present:** Parish Councillors: I. Heading, P. Keast, C. Merrifield, S. Watson, E. Wyer (Chair).

Partly: County Cllr. J. Spicer, Borough Cllr. A. Smith.

Clerk: Mrs. C. Dowson (reporting)

1. **Apologies** and requests for approval of absence received from Cllr. J. Bauer: this absence was agreed. Declarations of interest: None. Requests for dispensations: None.
2. **Minutes** of the 9th January 2018 meeting were agreed as a true record and signed by the Chair.
3. **Matters arising** from the minutes:
4. Mr. John Law (member of the public) tendered his apologies, but sent in an update on progress he has made. The footpath opposite his house (by traffic lights) is still not cleared. He has reported this again on the Suffolk County Council website. Regarding parking on the village green, the green belongs to the Borough Council and Suffolk County Council cuts the grass is responsible for verges. He will contact the County Council now as it is unclear where verges end and the grass begins.
5. The clerk noted that some new street signs should be arriving shortly and erected by the Borough Council.
6. **Progress reports for information**
	1. **Suffolk County Council – Cllr. J. Spicer**
* The traffic management issue regarding the speed limit and accident prevention on the A134 (approaching the traffic lights) was discussed in some detail. Cllr. Spicer will ask for the accident reports for the past five years and will request a meeting with David Chenery of the Highways Department on site.
* First round of consultation – Waste Management and Minerals Plan. It would appear that the Barnham site will probably remain within the plan. Cllr. Spicer will keep us informed.
* Cllr. Spicer noted that council tax bills are quite high and county finances are tight.
* A Consultation is being handed out to mobile library users. The county is trying to gauge the usage of the vehicles in order to plan for their replacement.
	1. **Bury St. Edmunds Borough Council – Cllr. A. Smith**.
* Cllr. Smith explained the District ward boundaries consultation being carried out by Forest Heath District and St. Edmundsbury Borough Councils. It is proposed that Barnham will lie within a Risby and Barnham Ward. It was unanimously agreed that the parish council would prefer that Barnham remains with the status quo, ie. with Bardwell and Euston. Cllr. Smith will prepare a draft representation and forward this to the clerk.
* Cllr. Smith has allocated £500 from his locality budget (to use towards the cost of a VAS system).
	1. **Village Hall** – Cllr. Wyer noted that it is in the covenant that a parish councillor should be represented on the village hall committee. Cllr. I. Heading agreed to attend the next meeting on 19th March. The clerk will forward details about outstanding issues regarding the village hall.

Action: IH/Clerk

* 1. **RAF Honington** – Cllr. Heading hasn’t received any information about meetings.
	2. **Play Park** – Cllr. Watson agreed to deal with the inspection reports as they are received and will liaise with Cllr. Merrifield regarding any works that will need completing.
	3. **Speed Watch update** – The cost of a VAS system is in the region of £2,500 to 3,000. This will be considered at a later meeting when Cllr. Bauer is present.
1. **Public participation session** – no members of the public present.
2. **Planning**
	1. **Applications**. Four were reviewed by the planning committee and a “no objection” response has been submitted:
* DC/18/0013/LB - 58 Gorse Industrial Estate - Reinstatement of original roof mounted observation tower …
* DC/17/2484/FUL - Hill View, Euston Road - Sub division of dwelling into 2 no. dwellings. Two storey and single storey side extensions and single storey rear extension
* DC/17.2610/HH - with amendment - Casa Mia, Water Lane - One and a half storey side/rear extension, raising of roof to create first floor accommodation with 3 no. front dormers and creation of ground floor annexe
* DC/18/0310/TCA - Hill View, Euston Road - Fell 1 no. fir tree
	1. **Neighbourhood Plan and proposed boundary**. It was unanimously agreed to prepare a Neighbourhood Plan. Cllr. Merrifield will start to prepare the paperwork. It was also unanimously agreed to use the existing Borough Council’s parish boundary.

Action: CM

* 1. **Enforcement issues** – The Old Forge, Blacksmith Lane. The owner of the property, has agreed to meet Cllr. Wyer on site regarding the poor state of the property.
1. **Councillor Vacancy** - Mr. Alan Copeland ceased to be a parish councillor on 12th March due to non-attendance at meetings for six months. The clerk will begin the process to advertise the vacancy.

Action - Clerk

1. **Highways Survey**. Community Self Help. The clerk will respond to this survey noting that the parish council, volunteers, contractors do some grass cutting, grit spreading and painting. It was agreed to respond “no” to taking on more work, and “yes” to receiving information.

Action: Clerk

1. **Authorisation of payments**:

Mrs. C. Dowson Clerks pay Feb/March - £589.68

(including travel and extra hours to attend training courses)

1. **To note Clerk’s progress report**:
	1. It was agreed to appoint Mrs. D. Dunning as internal auditor. Proposed: Cllr. Heading and seconded Cllr. Keast
	2. It was noted that the beacon to commemorate the end of WWI on 11th November has been manufactured.
	3. Grass verge – Euston Road. There has been no response from Suffolk County Council regarding permission to tidy the area or if any work is planned by the County. The Clerk let Cllr. Spicer know about this. In the meantime, as the cost for our grass cutting contractor to carry out the work is so prohibitive, Cllr. Merrifield will try to organise a group of volunteers to clear the path as this needs attention now.

Action: CM/Clerk

1. **Correspondence**

Letter from Village Hall Committee. They would like to meet with the school regarding the upkeep of the village hall car park. Cllr. Wyer is happy to attend such a meeting on behalf of the parish council.

1. **Items for report from Parish Councillors**
2. Cllr. Keast asked if there was any news on data protection – the clerk noted that no news has been received yet about appointing an external data protection officer.
3. Cricket Club money (deposited with the parish council) – the clerk noted that no-one has asked for funding.
4. Date of next meeting: **AGM/Parish Meeting/Full Council Meeting** – Tuesday, 1st May at 7.30pm in the Village Hall.