**BARNHAM PARISH COUNCIL**

The Annual Meeting of the Parish Council

Tuesday, 10th May 2016 at 7.30pm in the Village Hall

**MINUTES**

**Present**: Parish Councillors J. Bauer, I. Clark, A. Copeland, I. Heading, P. Keast, E. Wyer (Chair). County Councillor J. Spicer

Reporting: Mrs. C. Dowson (Clerk)

One member of the public: Mr. D. Heading

Apologies: Parish Councillor Mrs. S. Watson

1. **ELECTION OF CHAIRMAN** – Cllr. E. Wyer was nominated to continue as Chair for a further year. Proposed by IC and seconded by PK
2. **SIGNING OF DECLARATION OF ACCEPTANCE** (Office of Chairman) – this was completed.
3. **ELECTION OF VICE CHAIRMAN** – Cllr. I. Clark was nominated to continue as Vice-Chair for a further year. Proposed by EW and seconded by IH.
4. **MINUTES OF THE PREVIOUS MEETING** – Tuesday, 8th March 2016. These were unanimously agreed. (However, Cllr. Copeland clarified that the reason why he had voted against the precept application was because the council had a surplus of funds brought forward from the previous year).
5. **MATTERS ARISING** - none
6. **DECLARATION OF INTERESTS** - none
7. **REPORTS**
	* + 1. **Suffolk County Council** – Cllr. Spicer presented her AGM report – which will be posted on the Parish Council website and is attached to these minutes. Cllr. Spicer noted that she is very happy to endorse the cost of maintaining the existing bus shelter outside the school as there is funding available from the Public Transport Department. The clerk will ask a local builder to have a look at the bus shelter and prepare a quote for any work that is necessary. (For information Mr. D. Heading, member of the public present, informed the meeting that the original bus shelter was erected by Les Wright and Hugh Clark and that the agent at Euston as the time agreed to the work).

Action: Clerk

* + - 1. **St Edmundsbury Borough Council** – Cllr. Wade not present.
				1. The Chair noted that the traveller site in Station Road, that should be dismantled this summer, does not seem to be preparing to leave. Cllr. Wyer will write to Cllr. Wade with details.

Action: EW

* + - * 1. Cllr. Heading informed the meeting that there will be a debate on 28th June regarding the proposed waste site.
			1. **Village Hall** (Cllr Watson) – Cllr. Watson not present
			2. **RAF Honington** (Cllr Heading) – a meeting was held earlier this evening.
				1. Cllr. Heading has asked that at any information regarding the proposed selling of land at RAF Barnham be on future RAF Honington meeting agendas.
				2. Flight information - out of Honnington: 1-15 July = 4 griffin helicopters, daylight flying only; 27-31 July a RAF model aircraft association meeting, daylight flying; 3-7 October = 4 griffin helicopters, daylight flying only.
				3. The RAF Police now have all their police at Honnington and they are linking with the local Police.
				4. There is a training course running with the school regarding a car boot sale in July (community charity programme).

1. **ELECTION OF PLANNING COMMITTEE MEMBERS** for 2016/2017. Cllr. E. Wyer (as Chair); Cllr. Ian Clark – proposed by EW and seconded by PK; Cllr. P. Keast – proposed by EW and seconded by IH. Agreed by all.
2. **PLAY PARK** (Cllr Copeland).
	1. There is slight damage to the existing slide/climbing frame and a bolt was found on the wooden surround. Cllr. Copeland has rotovated the bark chippings under the slide. There is some wear and tear on the slide due to age – this will need to monitored as the inspection reports are received.

Action: AC

* 1. Cllr. Copeland has prepared a sign which was passed around the meeting (there are four gates so we need four signs). These are A3 size, cost £184 each and can be supplied by the local supplier Coastline Graphics. Cllr. Copeland will erect these. Proposed by JB and seconde by PK. All agreed.

Action: AC

* 1. Regarding a fault identified by the Inspector regarding a fixing on the new equipment, Cllr. Copeland has sent a copy of correspondence from the manufacturer to the Council to show that this isn’t actually a fault.
	2. Cllr. Copeland has been looking at costs for mulch under the slide and quotes vary from £3300 to £5585. (Up to £6000 to remove existing materials - Martin Brookes from the village is willing to do this, but he is busy until November). Volunteers have repaired the path (Friends and governors of the school) and although bark can be kept clean and maintained by volunteers, it was noted that weeds are a problem. Also, until the bark is removed, the actual extent of the problem is unknown. There is a quote for £1196 for non-bonded mulch – but this is just delivered on site. It would need a membrane and the rubber mulch is loose rather than fixed. The Chair asked Cllr. Copeland what his long term recommendation would be. Cllr. Copeland noted that the fall height is 2.8 metres which effects the thickness and that the most professional company, Abacus, can supply 100mm for £4068. However, they would not clear the site. It was unanimously agreed that £4,500 could be used from Parish Council reserves to move this forward. Proposed by PK and seconded by JB. All agreed. Cllr. Copeland will arrange a site visit, and providing the costs do not exceed £4,500 this work can go ahead. A special meeting can be called if needed.

Action: AC

* 1. Moles are an issue. Cllr. D. Heading (member of the public) will speak to his mole man to see what can be done within the playground boundaries.
	2. Cllr. Copeland also noted that according to ROSPA, the play area should have a playground warning sign on the road. The clerk will check if this is the case and if so what cost is involved.

Action: Clerk

1. SPEEDWATCH UPDATE (Cllr Bauer). This is now up and running and there have been three sessions. During two sessions there were drivers exceeding the limit and on one session there were none - so perhaps this initiative is already having an effect.
2. PLANNING
	1. Applications:

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| DC/16/0615/TCA  | Leahigh, Church Lane | Trees in Conservation Area – No objection (Planning Committee) | Mr. Bryce Russell |
| DC/16/0679/FUL | The Old Bakery, Water Lane  | 1.5 storey building and amended access – No objection (Planning Committee) | Mrs. Sarah Rush |
|  DC/16/0687/HH | 4 Euston Road | Detached timber Summerhouse in front garden with wildlife pond – No objection (PC Meeting 10.5.16) | Charles Merrifield |

* 1. Appeals – 16th July – traveller site on Station Road – this doesn’t look like it will be cleared by July Cllr. Wyer will write to Cllr. Wade of St. Edmundsbury Borough Council.

Action: EW

1. FINANCIAL MATTERS
	1. Annual Accounts – these were unanimously agreed and signed by The Chair and Clerk.
	2. The annual audit documents – these were unanimously agreed and signed by The Chair and Clerk.
	3. Asset Register. The clerk has prepared an asset register for the annual audit and also for insurance purposes. This was agreed. Proposed by EW and seconded by PK. It was noted that the church clock was given many years’ ago by the Duke of Grafton to the village and not the Parish Council as such. The Parish Council also does not own the bus shelter or benches around the village. The clerk will add any items purchased in the future to the register.

Action: Clerk

* 1. Cheques for signature:

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| Mrs. C. Dowson (Clerk Apr/May) | £347.70 |
| Mr. D. Thrower (Grass cutting Apr) | £215.00 |
| Mrs. D. Dunning (Internal Audit) | £30.00 |
| Barnham Church (HM Queen's 90th birthday) | £455.06 |
| Emptying of litter bins | £36.40 |
| Barnham Village Hall (Room hire for 2016/2017) | £60.00 |

* 1. Clerk’s report – this was distributed to councillors before the meeting and is self-explanatory (it includes details of all correspondence distributed to councillors since the previous meeting).
1. **ANY OTHER BUSINESS**. Cllr. Heading noted that we are still awaiting a “Barnham” direction sign at Elveden (rather than the sign “Local Services”).

Action: Clerk

1. **DATE OF NEXT PARISH COUNCIL MEETING** - 12th July 2016 at 7.30pm.