**BARNHAM PARISH COUNCIL**

Annual Meeting

Tuesday, 9th May 2017 at 7.30pm in the Village Hall

**MINUTES**

**Present:** Cllrs. John Bauer, Alan Copeland, Peter Keast, Charles Merrifield, Ed Wyer

Partly: Andrew Smith (St. Edmundsbury Borough Council) and Joanna Spicer (Suffolk County Council).

Mrs. C. Dowson (clerk – reporting).

1. ELECTION OF CHAIRMAN – Ed Wyer was proposed by Peter Keast and seconded by Charles Merrifield.
2. APOLOGIES FOR ABSENCE – Cllrs. Ian Heading and Susan Watson
3. SIGNING OF DECLARATION OF ACCEPTANCE. Cllr. Wyer signed the office of chairman declaration of acceptance.
4. ELECTION OF VICE CHAIRMAN – no nominations received.
5. MINUTES OF THE PREVIOUS MEETING – Tuesday, 14th March 2017. These were agreed. Proposed by Cllr. Keast and seconded by Cllr. Bauer.
6. MATTERS ARISING.
7. **Broadband Barnham Heath**. Cllr. Keast reported that on the whole it isn’t very good (a bit hit and miss). He noted that the church is investigating the installation of a mobile phone aerial on the church, this could help a small number of people.
8. **Signage and speed monitoring equipment** to enhance the speed watch project. Cllr. Bauer reported that the cost for a Mini SID is £2,625 + VAT. (This is a sign that can be moved and indicates the speed of approaching traffic). Suffolk County Council need to approve the model, it’s positioning and there might be time restrictions. There is an extra cost of £250 for data collection. It was agreed to discuss this at the next meeting as it’s a large expenditure. It was noted that perhaps grants from Suffolk County Council or St. Eds. Borough Council might be available. Cllr. Bauer will email Cllrs. Spicer/Smith before the next meeting. Cllr. Bauer also noted that a new battery has been ordered, awaiting invoice and delivery (+/- £25).

**Action**: JB

1. **Website** – information about councillors (photos and biographies) are still awaited (only received from Cllrs. Keast and Wyer). Clerk to remind councillors.

**Action**: Clerk

1. DECLARATION OF INTERESTS - None
2. REPORTS
	* + 1. **Suffolk County Council**.
* Joanna Spicer reported that she is very pleased to be re-elected as a county councillor for the next four years. She would like to thank members of the parish council for support, help and good communication with both herself and Andrew Smith over the past year.
* There is a new community development officer at RAF Honington who would be willing to come to parish council meetings. The clerk will send details of future meetings.

**Action**: Clerk

* Work to the new bus stop (opposite the existing bus stop and school) will commence on 24th June. Cllr. Spicer will be liaising with the Euston Estate to check they are happy with the plans as they own road edge.
* Cllrs. Spicer and Smith asked if perhaps the area which is now known as Barnham Heath might benefit from some landscaping or tree planting and that the County and Borough Councils might possibly be able to help with this. At the moment there doesn’t appear to be any community centre or play area. It was noted that ownership of the frontage to the houses isn’t clear. As an initital step the Chair will talk to Rob Williams (housing organisation) about this. Cllr. Merrifield also noted that the footpath from the village to Barnham Heath needs tidying and signage on the main road could be improved.

**Action**: Chair

* + - 1. **St Edmundsbury Borough Council** – Cllr. Smith’s annual report has been circulated to the parish councillors before the meeting. He informed the meeting that a press release has been posted regarding the proposal for a single council for West Suffolk. (Election would be in 2019).
			2. **Village Hall** (Cllr Watson) – no report.
			3. **RAF Honington** (Cllr Heading) – no report.
1. ELECTION OF PLANNING COMMITTEE MEMBERS – it was agreed the membership should remain as existing, ie. Ed Wyer (as Chair), Peter Keast and Charles Merrifield. Proposed: Cllr. Bauer and seconded: Cllr. Copeland.
2. PLAY PARK (Cllr Copeland). It was noted that the last inspection report only listed low or very low risk items. Cllr. Copeland is trying to source the necessary fixings at a good price. The annual inspection will be the end of this month (carried out by an independent company - regular monthly inspections are carried out by St. Eds. BC). Noted that the grass doesn’t need addressing at the moment, although it is looking a little “sad”.

**Action**: AC

1. SPEEDWATCH UPDATE. Cllr. Bauer reported that this is still going well with regular surveys planned until end of July. Two new volunteers will be joining the group.
2. PLANNING
	1. Applications – three applications dealt with by the planning committee with “no objection” responses:

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| DC/17/0357/TCA | Jubilee Cottage, Euston Road,Barnham, IP24 2NJ | Trees in Conservation Area - fell 1 no. holly and 1 no. damson |
| DC/17/0555/FUL | Grafton Arms, Thetford Road, Barnham, IP24 2PA | Stopping up of existing site entrance. Alternative entrance, 4 no. additional parking spaces.  |
| DC/17/0658/HH | Church Cottage, Euston Road, Barnham, IP24 2NJ | Retention of summerhouse and gazebo in rear garden |

* 1. Appeals - nothing to report
1. NEIGHBOURHOOD PLAN – (Cllr Wyer).

It was unanimously agreed to find out more information about producing a Neighbourhood Plan. The Chair has asked a consultant to come and talk to the Parish Council on 23rd May. There is no charge for this initial meeting.

It was noted that this exercise may take some time to complete and it would be important that the village is supportive; there are some grants available for consultancy fees but it will involve a lot of work. There would be definite planning benefits if there is a plan in place.

1. FINANCIAL MATTERS
	1. Annual Accounts – these have been audited by Mrs. Dunning and were signed off by the Chair and Clerk.
	2. Annual audit documents – these were agreed and signed by the Chair and Clerk. All audit papers will be available on the website. Consultation period will start on 6th June.

**Action**: Clerk

* 1. Asset Register – the only addition this year is £1 for the adoption of the telephone kiosk.
	2. Cheques presented and agreed for signature:

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| Mr. D. Thrower (grass cutting April/May) | £450.00 |
| SALC (Training for Cllr. Merrifield) | £120.00 |
| SALC Subscription fees | £242.76 |
| Mrs. D. Debbing (audit of accounts) | £30.00 |
| Mrs. C. Dowson (clerk April-May) | £383.14 |
| St. Eds. Borough Council (emptying of bin) – direct debit payment | £36.40 |
|  | **£1,262.30** |

* 1. Clerk’s report – this was circulated to councillors before the meeting.
1. ANY OTHER BUSINESS
	1. Cllr. Merrifield has been approached by residents in Water Lane regarding the lack of street lighting – lights have been out for some considerable time. Also, when it rains, surface water runs down Blacksmith Lane into Tower Cottages and their garages (because the drains appear not to have been cleaned). Clerk will enquire about both these items with Suffolk County Council.

**Action**: Clerk

1. DATE OF NEXT PARISH COUNCIL MEETING - 11th July 2017 at 7.30pm