

Present: Cllrs: C Hammond, S Lusher, A Steer, W Martineau, N Greenwood C. Cllr J Spicer & B. Cllr Bull

1. Co-option of new Council member

Following the resignation of Cllr Crittall and the subsequent advertising of the vacancy, it was proposed to co-op Nick Greenwood on to the Parish Council. The relevant paperwork was duly completed.

2. Apologies for absence. Cllr R Baxter & M Dolan

3. Members Declarations of Interest and Dispensations:

3.1. None declared.

3.2 None declared.

3.3 None declared.

4. Minutes - Minutes of the meeting of Wednesday 1st November 2017 approved and signed as a correct record.

Meeting Adjourned

5. Meeting open to the public

The condition of the path, at the side of 43 Bishops Croft was discussed. It's poor condition and the lack of lighting in that area means it dangerous to use, especially at night. Cllr Bull is going to find out who is responsible for both the path and the light.

Action Cllr Bull

6. Report from County Councillor: J Spicer

Cllr Spicer has passed on the report of the ploughed-up footpath to Clare Dickinson, she is still awaiting a reply. The School transport consultation is being put out again, this time in a clearer format. There is a proposal to move to the national minimum of only transporting to the nearest school rather than the first choice, within catchment, school. The Clerk will ensure the link to the new consultation is shared once she receives it. Cllr Spicer has met with the heads at Ixworth and Thurston Schools to discuss ideas and put an alternative package forward. Suffolk County Council have agreed to raise their precept by 1.99% this equates to an increase of £1.14 per week for a band D household.

7. Report from B. Councillor: C Bull

To include discussion on award for outstanding contributions to community nomination Following discussion, it was agreed that we would like to nominate a local resident for an award for outstanding contributions to the community. It was agreed not to mention by name the person we have in mind as there was a danger they would likely read the minutes. Cllr Bull will make the necessary arrangements. Cllr Bull visited Suffolk Highway/Kier offices at Rougham to see how they work. An invitation will be extended to Parish Councils in the new year. The next Parish Conference will be held in Keddington on 22nd January.

Meeting reconvened

8. Progress reports. For information, from:

8.1. Chairman

8.1.1 Parish Conference, 16th November, BSE

The Clerk attended the recent Parish Conference held at Sybil Andrews Academy in Bury. A brief report is provided below:

West Suffolk councils update, Ian Gallin CEO

Forming a single council journey going well. Dealing with challenges.

- Government decision awaited
- May 2019 – elections for a new council. Reduction from 72 to 64 councillors. Need for a Ward review of boundaries.
- Priorities: *families, communities, houses, growth* / evolving methods dealing with them
- February 2019 Budget – Revenue support ends from the Government. Funds will need to come from elsewhere, including the retention of business rates.
- Suffolk CC has put in a bid, to Central Government, to pilot business retention scheme.
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The West Suffolk Picture Health, Wellbeing and Ageing Well Anna Crispe (Public Health SCC)

Dr Helena Jopling (Public Health West Suffolk Hospital)

Suffolk in 20 years - Healthy, Wealthy, Wise?

- Suffolk today relatively healthy/ overall life expectancy rising above England average. Woman generally live longer than men
- Rising rates of relative deprivation – linked to low education and skill levels
- Also relevant are rising crime, lack of access to health and care, barriers to housing services
- Inequality between men and women is increasing related to level of deprivation.
- SMOKING is the biggest problem

GP Patient Participation Groups. Johanna Finn, West Suffolk Clinical Commissioning Group. West Suffolk CCG teresa.farley@westsuffolk.gov.uk

These are patient – led volunteer groups working with practice managers and GPs.

- Advising the practice – surveys, new treatments/ systems sit on recruitment panels for practice staff e.g. *reduce, recycle, re-use. e.g. equipment*
 - **Communicating with patients –newsletters, leaflets, websites**
 - Supporting health promotion days –awareness and access to local groups, activities, health services, raise funding
 - Influencing the needs of their practice population
- Join your PPG – via GP practice, website, PPG noticeboards

WORKSHOP Mental Health, Suffolk Mind Ezra Hewing, Website Friends of Suffolk Mind

Think of Mental Health as being on a continuum – from Wellbeing to severe Mental Problems

- Main trigger is stress.
- Key action is to raise awareness and undo misconceptions
- Physical and mental health are linked
- Vital is the need for 80% REM sleep.

WORKSHOP – Health watch Dan Pennock. www.wellbeingnands.co.uk 03001231781

There are 730.000 people in Suffolk. What can Health watch do?

- It has a statutory duty to write to *Service Providers/ Commissioners* responsible if necessary
- Can get information to the *Care Quality Commission*
- Mental healthcare is a main problem. Norfolk/ Suffolk Foundation Trust is inadequate. There is historic underfunding and most terms used are negative. Money is not enough and there is a 25% vacancy rate in some parts.
- There is no need for a doctor's referral to the Suffolk Wellbeing Service (Mental Health) or the Norfolk/Suffolk Foundation Trust, you can self refer.

Skype sessions are better than just chats on a phone. Information in confidence, call *Health watch Suffolk Information and Signposting Line* 0800 4488234

WORKSHOP. SUFFOLK SPORT FIT VILLAGES. Activity on your doorstep

Hollie Wood. hollie.wood@suffolksport.com 07900 138849

Fit Villages can support us with bringing physical activity sessions to villages across Suffolk, making use of community buildings and bringing people together.

- It is lottery funded. *Currently 209 projects/ 22 different activities/3951 participants reached/ 80% are female/ 69% are 55+*
 - Overcomes rural transport issues and barriers to activity
 - Helps overcome loneliness and isolation
 - Encourages interaction with others locally to improve community spirit and cohesion
1. Consult the community re-needs via a flyer or newsletter
 2. Look at the most popular requests – *keep-fit, chair-based exercise, dance*
 3. Free –taster session followed by up to 8 sessions
 4. 85% of projects are self-sustaining

Initial support is subsidised. There may be funds for 6-12 weeks Are your community buildings /equipment used as regularly as you would like/ If not – main reasons?

- What activities are popular in your area? (Do not have to be physical activities)
- How do you think we could engage people not normally involved in the community?

8.2 Clerk:

8.2.1 Highway matters.

Following discussions at the last meeting, the Clerk reported to SCC that, the verge along Coney Weston Road, is overgrown with nettles. This means, as there is no footpath along the road, there is nowhere for pedestrians to 'step up to' to get out of the way and therefore can make walking along this road very dangerous. The reply she received from SCC stated that 'Suffolk Highways would only carry out additional localised cutting when required for safety reasons and these are listed on our SCC Grass cutting webpage' The Clerk felt, after consulting the website, that the problem clearly fell under 'access to village centres by means other than a car would be difficult or dangerous. Cllr Spicer will investigate this further. The previously reported missing bollard apparently is not going to be replaced. A site visit with the new highways officer, Francesca Clark, will be arranged for the new year.

Street light

The Clerk has contacted UKPN and they are checking that they have an order for the light. They will organise this with SCC to have the light connected

8.2.2. Sign for cricket meadow & Aggies Piece

The Clerk will arrange for these to be made.

Action Clerk

8.2.3 Training, Procurement and contracts & Data Protection

The Clerk has attended training, contracts and procurement and building design. She plans on attending some further Data Protection training.

There were some useful tools identified at the building design training. These could prove useful when looking at planning applications in the future. The Clerk will share the website link with the Councillors.

Action Clerk

8.2.5 Lychgate repair.

The Clerk has contacted Steve Jeffery regarding the Lychgate. He quoted £600 plus vat for the repair in oak. He can provide new oak gates in almost identical design for £1250 plus vat supplied and fitted and including new ironmongery. If we were to go for Idigbo instead of oak, (most people mistake Idigbo for oak, but it is more stable and slightly cheaper) the price would be £1000 plus vat. To have the old hinges sand blasted and powder coated to return to like new condition is likely to be approx. £100 for all the ironmongery. It was agreed to postpone any decision regarding replacement or repair when until a time that the repair/replacement becomes more critical.

Action Clerk

8.2.6 Use of land for metal detecting

The Clerk was contacted by some metal detectorists looking for land to detect on. It was agreed that the Parish Council have no suitable land at this time. The Clerk will contact them with this information.

Action Clerk

8. Finance.

The following accounts were approved for payment and the cheques signed by two signatories.

8.1 S Wilson, wages for November	101699	£236.71
8.2 V Gay, wages for November	101700	£1056.21
8.3 HMR&C, tax & NI	101701	£287.49
8.4 V Gay, expenses	101702	£102.71
8.5 JJM Landscapes, village grass	101703	£180.00
8.6 Training, Suffolk Preservation Society	101704	£40.00
8.7 LCPAS, training	101705	£13.33
8.7 C, signage, dog exclusion	101706	£120.00
Onesuffolk, website	101707	£60.00

9.2 Budget, to agree the budget for 2018/19

Following considerable discussion, it was proposed to precept for £32352 This decision was based on the fact that, due to new legal obligations, including compliance with the new Data Protection act and the requirement to provide a workplace pension, the precept would need to see an increase. In addition to this, although partly grant funded, there are costs associated with the Neighbourhood plan. This year we can use a VAT refund of just over £7000 to help towards these costs. This will not be the case in future years. We are hopefully not going to be subject to the 2% referendum trigger this year, but we don't know what the future will bring. Although clearly this is an increase it actually only represents an increase of 45p, for a band D property, per week. As a point of reference, Suffolk County Councils 1.99% increase represents £1.14, for a band D property, increase per week. The Chairman will ensure that the councillors not present at the meeting will be fully appraised of the situation.

Action Chairman/All in favour

10. Data Protection To discuss future arrangements to comply with new Data Protection laws.

The Clerk is attending some further training on this matter.

11. Village Hall.

The Clerk is still waiting for the officer from SCC to get back to her regarding the changes to the car park at the village hall. As mentioned earlier the Clerk and Chairman attended the Parish Conference and felt that the information about Fit Villages may be of interest to the Village Hall Committee. We are waiting for some information to be sent through about this initiative and once this is received it will be forwarded on to the committee.

12. Neighbourhood Watch

Cllr Lusher will liaise with Cllr Baxter about including some information about joining Neighbourhood Watch in the Village.

Action Cllr Baxter

13. Neighbourhood Plan Approval of questionnaire for printing and distribution

The Clerk provided the councillors with a draft copy of the questionnaire. She is visiting SEBC to arrange for some maps to be produced showing the growth of housing and the green spaces we have in the village. This was approved. She will arrange for it to be printed ready for distribution on 17th January. The printing will cost in the region of £1600, plus the cost of the envelopes. These costs will all be covered by the grant. Collection details were still to be finalised. All the Councillors present were happy to have their addresses listed as drop off points. The Clerk will contact the shop to see if they were willing to have a drop off box in the shop. The call for sites letter was confirmed.

The Clerk has successfully secured an extension to the time in which the grant can be spent until 31st March 2018. It was agreed that a notice/poster should be put up advertising the fact that the questionnaire will soon be delivered.

Action Clerk

14. Councillors roles and Responsibilities

The following roles and responsibilities were up-dated to reflect the changes to the Council:
INDIVIDUALS

Chairman **Carol Hammond**

Vice Chairman **William Martineau**

Highways – Grit bins Pot holes, road signs, etc.: **Sharon Lusher**

Transport - Bus Times, community transport **Mark Dolman**

Communication- Web site, Village magazine, 6 monthly newsletters etc.: **Bobby Baxter**

Community Affairs – village hall: **Tony Steer**

Legal: **William Martineau**

Emergency/Police Liaison/ Speed Watch: **Nick Greenwood**

Cemeteries: **Tony Steer**

Environment, footpaths, trees, Aggies: **Carol Hammond**

Hopton Doctors Surgery community group/PPG: **Carol Hammond**

Social network/events **Sharon Lusher**

WORKING PARTIES

Emergency Plan: **Bobby Baxter**, lead, **All Councillors**

Policies – Review of and implementation of documents, Standing orders, risk assessment etc.

All Councillors

Employment & Finance **All Councillors**

Neighbourhood plan: **Carol Hammond & Tony Steer**

15. Councillors reports and items for future agenda

None received.

16. Historic England, War memorial Invitation to comment on listing

The Secretary of State for Digital, Culture, Media and Sport, Historic England is currently considering whether the Barningham memorial has special architectural or historic interest.

The Clerk provided the Councillors with a copy of Historic England consultation report, which sets out the factual information upon which they will base their recommendation to the Secretary of State:

They asked if we have any further information or observations on the consultation report which we believe might be relevant to their assessment they would be pleased to hear from us. The Clerk will look in Michael Lingwood's book to see if there is any further information. Cllr Martineau will speak James Reis, RBL, to see if he could offer any information.

Action Cllr Martineau/Clerk

17. Caretakers report Circulated

I have been very busy with fallen leaves this month. I am trying to keep on top of the mulch in the layby opposite the pub and I have been raking both cemeteries. The recent overnight gales deposited leaves in Church Road in quantities I have not seen in twelve years.

Following the annual inspection of the play equipment I have obscured the obscene graffiti on the climbing unit in the Play Area but could not find the reported loose fittings at the Cricket Meadow. A handle has become detached from the seat of the zip-wire and fortunately someone left it at the school office. I am hoping that the equipment supplier will be able to provide bolts to re-attach it.

I have retrieved the Council's landscaping equipment from Eddie Sier; the mower has gone for scrap and I fear that one of the strimmer's will have to go the same way. The mystery of the missing spoil from the last interment has been solved – the grave-digger had dumped it along the fence-line behind the back row of graves. A solution is awaited.

18. Play area reports

No action this month

19. Cemetery

A request for a memorial for the late Dorothy Lodge has been received. The Clerk is dealing with this.

20. Planning Matters

20.1 DC/17/2294/HH 22 Millfield Road, extension to garage to create annexe. **No objection**

21. Correspondence for information

None received

22. Date of next meeting: 10th January 2018

23. To consider the exclusion of the public and press in the public interest for consideration of the following items:

23.1 Personnel Issues. Clerk's Pension.

The Clerk has become eligible for automatic enrolment in a workplace pension.

Following discussion, it was resolved that the Clerk, Vicki Gay, is a contributory employee and would therefore be eligible to be enrolled in the Local Government Pension Scheme, under LG Pension Scheme Regs 1997, SI 1997/1612 (as amended) Therefore Barningham Parish Council Resolved to enrol Vicki Gay in the LG Scheme. This enrolment would take immediate effect. The Clerk will make the necessary arrangements with SCC pensions.

23.2 Caretakers Pay review.

It was agreed to give the care taker a 2.5% pay rise to £8.70 per hour from 1st January 2018.

23.2 Legal Issues.

None