

Minutes of Barningham Parish Council Meeting held on Wednesday 3rd July 2024 at 7:00pm in Barningham Village Hall.

Present

Cllrs: C Hammond, J Chalmers, L Hebert, Y Martin, R Baxter, S Baker & WSC C Bull.
2 members of the public present.

1. Apologies for Absence

The Parish council accepted and agreed the reason for apologies for the absence from Cllr. N Martineau and SCC C J Spicer.

2. Members Declarations of Interest and Dispensations:

2.1 To receive declarations of interest from councillors on items on the agenda. Cllr Baxter declared an interest in item 16.2 on the agenda. They remained and participated with the discussion.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. Cllr Baxter declared an interest in item 16.2 on the agenda. They remained and participated with the discussion.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. A dispensation was granted to Cllr Baxter regarding item 16.2 on the agenda.

3. Minutes - the meeting of the minutes of the Wednesday 5th June 2024 were agreed and approved as a correct record.

4. Meeting Open to the Public

It is requested that this item does not exceed 16 minutes and that any member of the public does not speak for any longer than 4 minutes.

Two members of the public present.

7:20 PM

5. Report from Suffolk County Councillor: J Spicer

To receive an update on the grit bin and moving of the "20's Plenty" sign on Bardwell Road.

Cllr Spicer was unable to attend the meeting but sent the following brief report:

I am pleased, and grateful, that there has been a meeting with Andy Moore (SCC highways) to start to work out next steps on the Bardwell Road flooding,

I have looked carefully again at Mill Road signs. I feel that there would be nothing to be gained by moving the 20s plenty sign as there is already a proliferation of signs along there. It would help if residents could ensure the existing signs (unsuitable for HGVs, school, children, priority etc) were all kept clear of foliage

Vicki has all the information ahead of the A1088 closure south of Ixworth

I am liaising with Vicki about getting a grit bin near Drout's Lane

6. Report from West Suffolk Councillor: C Bull

Cllr Bull reported that West Suffolk Council are very tied up with the General Elections at the moment. It was reported that there has been some issues with postal votes, hopefully these have been addressed now. Cllr Bull felt it would not be appropriate to meet with Wain Estates, outside of a Parish Council meeting. The Parish Council hold the same view. Wain Estates have been invited to attend a meeting, once the Neighbourhood Plan consultation has ended.

7. Chairman's Reports

7.1 To discuss the agenda and pre-meeting preparations.

In a bid to make things a bit more time efficient at the meetings we have included some timings we would like to work to on the agenda. In addition we will potentially be sending out documents to read, ahead of the meetings. The Councillors all welcomed this initiative.

7.2 To discuss options for medium/long-term strategic planning for village assets.

To include, trees, hedges, footpaths.

It was agreed that we would work on a document to support the medium/long-term strategic planning for village assets. Ideas for inclusion would include, but would not be limited to; trees, hedges, footpaths, ditches as well as our more obvious physical assets. We can look at the previous village plan for some ideas but we envisage a much simpler document. The Chair and Clerk will do some work around this and a separate, zoom, working party meeting will be set up to discuss the project further.

Action Chairman/Clerk

8. Clerk's Report

8.1 To consider adoption of new updated Standing Financial Orders.

This matter is in hand.

8.2 To confirm arrangements for a dedicated email for the Clerk and a .Gov website address.

The Clerk has made the formal application for the .Gov domain name and dedicated .Gov email address for the Clerk.

Cllr Baxter has set up a dedicated BMPC email address.

9. Finance

9.1 10. Finance.

10.1 The following accounts were approved/noted.

Administration	Payment	Various	-£2,112.06
Aggies	Payment	CCTC	-£330.00
spoil removal grass cutting	Payment	CCTC	-£120.00
data lead	Payment	Westcotec	-£72.00
Grass cutting	Payment	CCTC	-£1,070.40
Internal Audit	Payment	SALC	-£328.80
planning training	Payment	SALC	-£168.00
Clothing bank	Receipt	Alford Storage	£16.50
Donation for Cemetery upkeep	Receipt	Vatcher	£250.00
Box and lock	Payment	J Chalmers	-£27.99

Cllr Martin carried out the additional checks at this meeting.

9.2 Bank reconciliation, schedule of payments, and budget report.

The Clerk provided a bank reconciliation, schedule of payments and budget report for the Councillors consideration.

9.3 To arrange a date for a working party meeting to discuss the current accounts format and presentation moving forward.

The Clerk will send out some dates for a zoom working party meeting to discuss the accounts format and to look at any improvements that could be made.

Action Clerk

9.4 Potential switch to Unity Bank.

Cllr Hebert has done some work around using Unity bank for our banking needs. There are still some reservations about the switch so this will go on the next agenda for discussion allowing the Councillors time to do their own research.

Action Clerk

10. Village Matters

10.1 To discuss the flooding on Bardwell Road and the plan going forward.

The Clerk and the Chairman met with Andy Moore from SCC. We looked at 2 drainage points along Bardwell Road; one alongside Barningham House and one near to Bramble Cottage. A camera survey has been ordered for the drain alongside Barningham House, the Clerk will chase

this up with the drainage team. Andy Moore will revisit to investigate the drain near to Bramble Cottage.
Action Clerk

10.2 To discuss the annual clock service.

A request has been sent out by Cllr Baxter to arrange a service for the Church Clock. At the time of the meeting a reply had not been received. Cllr Baxter will continue to pursue this.

Action Cllr Baxter

10.3 To receive an update on traffic calming measures on Bardwell Road.

The Clerk has written to request a site visit with the engineer from SCC to find a suitable location as following another site visit, The Chairman and Clerk feel that there is sufficient room at the location originally identified. The Clerk will follow this up.

Action Clerk

10.4 To receive any update on VAS issues.

Malcolm Chalmers has managed, with the help of Cllr Baxter's husband, to download data from one of the devices. So far some data has been downloaded but we really need more data to form a more accurate picture. Once we have collected more data we will share this. An overgrown shrub, on the B1111, needs to be cut back to give a clear view of the device. Cllr Chalmers and Malcolm Chalmers will organise this. A new battery is needed, due to postage costs it was agreed to purchase two batteries, at approx. £55 to avoid additional costs going forward.

Action Cllrs Chalmers/Malcolm Chalmers/ Clerk

10.5 To receive any update on the 30mph stickers.

There is a bit of confusion over the use of stickers to refresh the existing 30mph signage. The Clerk has sourced a price for replacement faceplates, These range from £25 for the small size to £57 for the large 600mm size. It was agreed that we would pursue this option with Cllr Spicer.

Action Clerk

10.6 To confirm works to the bench at Bishops Croft entrance and memorial arrangements.

The bench is now in place. This is just a temporary placement, it will be secured to a concrete pad in the coming months, and will sit slightly higher. The arrangements for the memorial plaque is in hand.

10.7 To confirm works to the Emergency Plan.

This matter is still in hand.

10.8 To include a report from the Village Hall.

The Village Hall is planning a garden party on the 27th July, from 2-4. The Parish Council agreed a donation of £150 to help cover costs. It was agreed that the information from the Neighbourhood Plan event, will be on display at this event. The Village Hall has notified the Parish Council of an increase in hire charges.

Action Clerk

11.The Royal George

11.1 To discuss the listing of The Royal George as an Asset of Community Value and to receive a report from the public meeting.

The application to register The Royal George as an Asset of Community Value has been submitted, by the Parish Council, to West Suffolk Council, for consideration. The recent public meeting, organised by a local resident, was well attended, with 67 people in attendance. There seems to be a lot of support in the village to retain the Royal George as a functioning pub. The Parish Council will do all they can to support the resident taking this forward. Full minutes of the public meeting can be found on the dedicated Barningham Village Pub - The Royal George, Facebook page.

12. Neighbourhood Plan

12.1 To discuss arrangements for the delivery of leaflets and a drop-in session. (circulated)
The leaflets must be delivered by the end of this week in order to give a week's notice of the drop in. The timeline was circulated previously with the agenda and this is in hand. The drop in session is 13 July 10am – 2pm. Cllrs Chalmers/Hebert/Martin/Baker and Hammond are all able to attend on the day. A rota of timings was suggested. In addition the Clerk and Nicola Martineau will also be available to help at the event.

Action Cllrs Chalmers/Hebert/Martin/Hammond/Baker/Clerk/Nicola Martineau

12.2 To discuss a request from Wain Estates to attend a Parish Council meeting.
We were approached by this company asking to attend a parish meeting. We asked them to come to our October meeting in order to avoid clashing with our Neighbourhood Plan consultation. Unfortunately, they were unable to work to our timescale and have leafleted the village inviting comments on their plans, before they submit an outline planning application to West Suffolk. The development plan for West Suffolk, in which this site is identified for development, has yet to be approved so this appears somewhat premature. They have shared the link to their consultation and the Clerk has asked if they will share their feedback.

13. Planning (to include any applications/decisions received since the agenda was posted)

13.1 To discuss concerns raised regarding possible works to Old Hall, Coney Weston Road.
As discussed at our previous meeting, concerns have been raised about works being carried out at Old Hall, Coney Weston Road. West Suffolk Council reported that they already have an open enforcement enquiry at this property regarding this work and they have added our details to the case notes in case the officer needs to contact us.

13.2 To discuss a request from Jaynic to attend a Parish Council meeting.
Following the refusal at planning committee on the 3rd April 2024 for the commercial development hybrid planning application at Shepherds Grove that was submitted to West Suffolk District Council, Jaynic have written to inform us that, following internal discussions they have decided not to appeal this refusal. Instead, they are now commencing preparation of a revised Masterplan which will undergo consultation from statutory consultees at West Suffolk Council, it will then undergo public consultation exercise where relevant Parish Councils and residents will have the opportunity to provide their views. Prior to the Masterplan public consultation commencing they would like to come and speak to the Parish Council about their intentions of a new outline planning application at Shepherds Grove and to understand how they can take on board any concerns of the Parish Council. In addition, at the relevant stage of the application preparation, they will be commencing a public consultation exercise both in person and online as well as through the means of social media to understand the wider views the local residents. Jaynic would like to take this opportunity to build a relationship with the Parish Council and continue to keep the lines of discussion open. The Clerk has invited Jaynic to attend our August meeting if they would like to do so. At the time of the meeting no response had been received. The Clerk will follow up on this.

Action Clerk

13.3 DC/24/0031/HH - Householder planning application for a dropped kerb at 1 Hopton Road, Barningham. Noted as **granted** by WSC.

14. Aggies Piece

14.1 To receive any update on the Aggies Piece wetland project.
There was no new report this month. Cllr Baxter will continue to follow up on this project.

Action Cllr Baxter

14.2 To receive an update regarding geocaching at Aggies Piece.
The local residents have written to give an update on the geocache at Aggie's piece. It is now live. They repurposed a bird's peanut feeder. It's metal and wood, no plastic whatsoever. The first person who found it and said it is the best one of its type they've seen. They thanked us again for our cooperation and agreement with this.

15. Caretaker's Report (circulated)

I have had to tackle the elevated path opposite the shop again this month. The combination of brambles and very straggly growth from the shrubs meant a long session with my shears; I also hand-weeded the path while I was there. I have done some cutting back of shrubs around three of the bins at the Cricket Meadow, the bin opposite the shop and the bin at Aggie's Piece. Following feedback from a resident I cleaned the outside of the PC's noticeboard at the shop. I took my second bins-only week of the year when I went away for a few days.

15.1 To discuss options for the future replacement of the caretaker role.

The Clerk has started work on this and will circulate for comments. Cllr Baker said she was aware of someone who might be interested in the role. Application will be welcomed once the role is better defined and a job vacancy is posted.

Action Clerk

16. Play Area/Cricket Meadow

16.1 To receive any update.

16.2 To discuss access options for potential future works to ditches. Cllr Baxter declared an interest in this item but as she was directly effected took part in the conversation around the issue. See under item 2

From the perspective of being a resident, Cllr Baxter has discussed the quotes for work on the cricket meadow with her family and they are very happy to pay half of the bill for digging out the ditch and removing rubbish on the boundary between them and the cricket meadow at the corner. They do not think that clearing the ditch beyond this is a priority as the water ran well elsewhere, and so are not keen to do more or contribute to more at the present time, but it is something to bear in mind for the future. Bearing this in mind the Parish Council agreed to go ahead with the quote for works priced at £420. The costs will be split 50/50 between the Baxters and the Parish Council. The Clerk will confirm with the contractor the works we have agreed to proceed with.

Action Clerk

16.3 To discuss works to replace the damaged ladder equipment.

This matter has been chased multiple times and we are still struggling to get a date for works from Hags, we will continue to pursue this. currently they are wanting to do work on Saturday but they need to liaise with school regarding access if they are to do this.

Action Clerk

17. Churchyard/Cemetery

17.1 To receive any update on works to the cemetery, including damage to the storage box.

We have received a request for a cremated remains plot large enough to accommodate three members of a family. We do not currently offer a plot large enough for this but suggest that on this occasion we offer one of the smaller burial plots which are no longer usable for burials. To this end the Chairman and Clerk will meet with the applicant to confirm the exact location. This seems like a sensible solution to use the space available to its best advantage. We will need to consider a longer term solution and work out a new plan going forward. The recently installed storage box has been vandalised, having it's lid ripped off and the lock broken. This is very disappointing.

Action Chairman/Clerk

18. Biodiversity and Environment

18.1 To discuss and adopt a Biodiversity Policy.

Cllr Baxter provided some information and a link to some further useful information from The Society of Local Council Clerks, which has a good explanation of biodiversity duty and a model biodiversity policy for review prior to consideration of adoption, as well as suggestions of actions to take, and suggested contracts for grass cutting etc. : <https://www.slcc.co.uk/site/wp-content/uploads/2024/01/Model-biodiversity-policy-January-2024.pdf>

Additionally, as it is also relevant, Cllr Baxter has shared our Environmental Policy for reference (she has reviewed it) and asked if others could review and feed back any issues as that would be helpful.

Action All

18.2 To discuss bee orchids on the SCC footpath.

The Clerk has received reports of bee orchids on the footpath, off coney Weston Road. Concerns were raised that these might be lost if the path is cut. Suffolk county Council reported that the path is on the cutting schedule so should have been cut at the start of May. They believe the path will not receive its second cut until late July, which means, happily, that the plants should have already seeded by the time their contractor gets round to that area. They also added that, whilst bee orchids are attractive flowers, they are not especially protected or as uncommon as one might think.

19. Councillors Reports and Items for Future Agenda

19.1 Cllr Baxter has reactivated the mobile phone. A new sim has been purchased and currently Cllr Baxter is covering the cost of this, at £4 per month. The costs of this will be reimbursed quarterly. This phone has a new number which is 07831 820591, and will be available for residents to call if they require a hard copy of the Neighbourhood Plan for the upcoming consultation.

19.2 Cllr Hammond reported that concerns have been raised over sycamore shoots in the lawn cemetery. The Chairman and Clerk will follow up on this to ensure they are not causing any damage.

Action chairman/Clerk

19.3 The Coffee Caravan continues to have a good turn out and will continue to come to the village.

19.4 Some rubbish was fly tipped in the shop car park, the manager at the shop kindly dealt with this.

20. Correspondence for Information

No additional correspondence received.

21. Date of Next Meeting

The next meeting was confirmed as 7th August 2024, 7.00pm Barningham Village Hall..

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

22.1 Personnel Issues. None.

22.2 Legal Issues. None.

No further business, meeting closed at 8.42 pm

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