

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

Yvonne Martin was co-opted on to the Parish Council as a new Parish Councillor. The Clerk will ensure the correct paperwork is filed. **Action Clerk**

Present: Cllrs: C Hammond, J Chalmers, L Hebert, R Baxter, Y Martin & WSC C Bull

1. Apologies for absence Cllr N Martineau, & 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. Hebert declared an interest item 13.1 on the agenda.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None.

3. Minutes – the meeting of the minutes of the Wednesday 6th March 2024 were agreed and approved as a correct record.

4. Meeting open to the public no members of the public present.

Following on from a discussion at the last meeting about Councillor contact information, it was agreed that the following information will also be displayed on the noticeboards as well as on the website.

Chairman: Carol Hammond: 43 Bishops Croft

Parish Clerk: Vicki Gay email: BarninghamPC@outlook.com

Councillors:

Nicolas Martineau: 01359221046

Roberta Baxter: Tel: 01359 221471

Janice Chalmers janicechalmers@outlook.com

Lance Hebert 07920 467172 Lance.Hebert@thomasmiller.com

Yvonne Martin Yvonnemartinjhm@gmail.com

Our County Councillor is Joanna Spicer Tel: 01359 230800 Joanna.Spicer@suffolk.gov.uk

Our West Suffolk Councillor is Carol Bull Tel: 01953 681513 Bull, carol.bull@westsuffolk.gov.uk

5. Report from Suffolk County Councillor: J Spicer

Cllr Spicer was unable to attend the meeting. The Clerk had asked for any update on the Bardwell Road flooding. Cllr Spicer responded to say that she did not have an update at this stage. Cllr Spicer will talk to the asset manager in the next few weeks to see where we now are, as it is with her team and not "local" anymore. The Clerk will ask for contact details for this team so we can be kept abreast of any actions to be taken and to make a plan moving forward. **Action Clerk**

6. Report from West Suffolk Councillor: C Bull

Cllr Bull reported that Devolution Consultation, discussed at the last meeting is now live. The Clerk informed Cllr Bull that, apart from being included in the SALC news bulletin, we have received no information from either West Suffolk or Suffolk County Council regarding this consultation. Cllr Bull will follow this up. There are going to be big changes to how our waste is collected. There is a delay in putting in place new scheme in its entirety but the procedure around dealing with food waste will be the first step to be implemented. **Action Clerk**

7. Chairman's reports

7.1 To discuss request for a memorial for the late Lee Chapman.

As discussed in the Chairmans report, friends of the late Lee Chapman came to discuss the option to have a memorial in the village. The Councillors agreed that a plaque on the new bench, for Bishops Croft, yet to be installed would potentially be the most appropriate memorial. The Clerk

will investigate options for the bench and will write to Lee's parents to let them know this request has been received and to confirm that they would be happy with this arrangement. It was also understood that that Lee's parents would like a memorial they could see from their home. To this end the Clerk will get some contact details, for Mr and Mrs Chapman regarding who would be best to discuss this option with, as the land in question is under the ownership of West Suffolk Council.

Action Clerk

6 March

Received Letter of Resignation from Parish Council from Tony Steer

8 March –

Put Easter Bin Collection times on Parish Noticeboard. Authorised PC Payments

11 March

Put notice on Parish Board about vacancies on the Council

12 March

Discussion with Vicki re- Neighbourhood Plan Character Assessment next step

13 March

Contacted Highways about the Storage at entrance to Bishops Croft of Highways equipment for a day. It began on Coney Weston Rd a day late.

Attended Village Hall Coffee Morning

Had a visit from the man offering Free Circus Skills session for the School at the Cricket Meadow. He implied the school had agreed. On contact with Vicki, this was not the case and The meadow was too wet at the time. A possible future event.

15 March

Problems with Barclays and Authorisation of PC Money payments

18 March

Attended West Suffolk Parish and Town Councillors Forum in the evening at Mildenhall with Carol Bull, Janice Chalmers and Vicki. Not what was expected and not well organised. Disappointing. We did raise issues with relevant people. The organiser realised the agenda was too long which restricted question time. Questions were sent in to save time. Poor use of slides and microphones needed to hear the speakers. We did talk to the Highways presenter at the end. Disappointed not to hear from The Milestone UK team who are in charge of it all.

I posted a card from the Parish Council thanking Tony for all of his work with us and wishing him the best for the future.

Barclays problems were sorted.

20 March

Reviewed as requested Bobby's Newsletter and put another notice on the PC Board.

22 March

Edited the PC Minutes as requested

25 March

Visited by Jack Fincham and another friend of Lee Chapman who died recently in a car accident. They have a few queries regarding memorials for their friend:

- Regarding the plaque on the new bench the PC ordered, who will fit it on/ What type of plaque should it be?
- Could they have a memorial bench near the current one in the Lawn cemetery, funded / made by them?
- Are there any places they could have a memorial Lee's parents could see from their house on the green opposite? A tree maybe?

8. Clerk's Report

8.1 To receive any report from the West Suffolk forum.

Cllrs Hammond/Chalmers and Clerk attended the recent West Suffolk Council forum.

Unfortunately, they did not feel that it was up to the normal standards of past conferences with the venue not really meeting the needs of the event and too many items being on the agenda, meaning there was very limited time for questions or networking. There was a discussion about Emergency planning with Ben Wilding. A presentation on Housing and homeless and a presentation from SCC highways. The Suffolk Highways presentation was mainly focused how much funding they receive and how the funds are spent. We raised concerns over the reporting tool. We were told SCC Councillors have access to more detailed information and that they would be looking at improving the tool moving forward. Questions, requested to be submitted ahead of the conference were not answered but we were assured that we would be provided with a written document covering the answers soon. This had not been received at the time of the meeting, despite the Clerk asking for them. Cllr Bull will follow this up. **Action Cllr Bull**

8.2 To receive information about free portrait of the king.

There is an opportunity to receive a free portrait of the King. The Clerk has spoken to the Village Hall and they would be happy to receive the portrait. The Clerk will arrange for a copy to be supplied. **Action Clerk**

8.3 To receive information regarding grass cutting from West Suffolk Council.

As agreed by West Suffolk Council as part of their budget process they have been able to increase their grass cutting capacity this coming season following the Grounds Maintenance Review which took place last Autumn. This means increased capacity in terms of staff and resources in both the North and South of the District.

8.4 To confirm Biodiversity training for Cllr Baxter.

Cllr Baxter has booked on to some Biodiversity online training.

9. Finance.

9.1 The following accounts were approved for payment.

Admin various £2,030.72

It was agreed that as a further level of audit control, in addition to the Clerk setting up the payments, a councillor authorising the payments a different Councillor will check and initial the invoices at the meetings. The Clerk will update the Standing Orders to reflect this change. **Action Clerk**

9.2 Bank reconciliations, invoices and schedule of payments

The Clerk provided the Councillors with bank reconciliations, invoices and schedule of payments for information.

9.3 To confirm completion of internal audit review.

Cllr Chalmers completed the internal audit review with the Clerk.

9.4 Barclays, to discuss mandate change.

Cllrs Hammond/Chalmers and the Clerk have spent a great deal of time trying to update the mandates with Barclays to add Cllr Chalmers as a signatory to the account. They think this has been successful. The Chairman and Clerk completed a form to remove Cllr Steer as a signatory.

9.5 Current banking arrangements, to discuss option to change bank account.

The Clerk has been investigating better investment options for the Parish councils' funds. Our current bank, Barclays offers an interest rate of 1.5%. Unity Bank, an organisation the Clerk is familiar with and who specialise in Community banking, offer a much better rate, starting at 2.77%. they do command a fee but, even taking this in to account, they would offer a much better return

on any investments. The Clerk has again experienced, time consuming, issues with Barclays. Cllr Hebert will do some research in to Unity Bank and his findings and the option to potentially change bank accounts will be an agenda item for the next meeting. **Action Cllr Hebert/Clerk**

10 Village matters.

10.1 To receive any update on the flooding in the village, to include Bardwell Road. A discussed earlier the Clerk will follow this up with Cllr Spicer. **Action Clerk**

10.2 To discuss review of the Emergency Plan. This matter was deferred until Cllr Martineau is able to attend the meeting. Cllr Baxter will re-share the existing documents for information. **Action Cllrs Hebert/Martineau/Baxter**

10.3 To receive update of traffic calming measures, including application for entrance gates for Bardwell Road. The application for a new gateway in Bardwell Road has been rejected. This is because the verge is not wide enough to support one. It is frustrating that we had to provide so much information, including sourcing an accredited contractor, before being able to submit a request for consideration. It was agreed that we would look for an alternative position, after checking if the gate needs to be in the same position as the start of the 30mph zone. **Action Cllr Chalmers/Clerk**

Village matters cont.

10.4 To receive any update on the application for a potential new VAS post in Sandy Lane (Nth). This matter is still in hand, and we are awaiting a response form SCC.

10.5 To receive any update on the application for a new grit bin for Bardwell Road. After a lengthy wait we have been informed that the site we had chosen for a grit bin in Bardwell Road Suffolk highways would not approve for a grit bin to be placed here as it does not meet the following criteria

- It is at a junction with known history of accidents or on a sharp/severe bend.

or

- Has a road gradient greater than 1 in 15.

We will speak to Cllr Spicer for advice on how to move this matter forward. **Action Clerk**

Cllr Chalmers will do an audit of our requirements for the replacement 30mph stickers.

Action Cllr Chalmers

10.6 To receive update on Defibrillator checks.

Cllr Hammond will speak to the shop to ensure everything is OK with the defibrillator and will see if any consumables are required. **Action Clerk**

10.7 To discuss VAS handover and options moving forward.

Malcolm Chalmers has kindly taken over the management of the VAS in the village. He has been working with the Clerk to confirm operating procedures. There are still some issues with downloading data. The Clerk will pass on contact information to Malcolm so he can speak to the VAS manufactures directly in a bid to try and address these issues. **Action Clerk**

10.8 To confirm arrangements for the Keep Barningham Beautiful event.

The event is confirmed as Saturday 20th April 10am to 12 noon. The school has sent out information advertising the event. The Clerk will collect the equipment and it will be stored at Cllrs Hebert's home until the event. The rubbish will be collected from the village hall car park.

The Clerk will organise the refreshments. **Action Cllr Hebert/Clerk**

10.9 To receive any update on chapter eight training.

We have been informed that there are some spaces available for the above training on Friday this week. Malcolm Chalmers is able to attend so he has been booked on. **Action Clerk**

10.10 To discuss Facebook administration.

It had been previously noted that there is a lot of pressure if only one member of the Council is administration on facebook. Cllr Hammond agreed to be added on. Cllr Chalmers will work with Cllr Hammond on this. **Action Cllrs Hammond/Chalmers**

11. Aggies Piece

11.1 To receive any update on the Aggies Piece wetland project.

Cllr Baxter is still waiting to hear from Sam Hurst regarding next steps.

12. Caretakers report Circulated.

The only extra work this month was a careful application of weedkiller to the matting at the goal units on the Cricket Meadow. There will be a need for a small additional dose. Despite another episode of my family emergency I was able to work all my hours this month.

13. Play area /Cricket Meadow to receive any update.

13.1 To discuss access options for potential future works.

Following on from the discussion at the last meeting, the Clerk has been advised that it was considered to be too wet to have any heavy plant machinery on the Cricket Meadow at the moment. We will continue to monitor the situation. The Clerk will continue to try to find out information about the works undertaken previously.

It was agreed that we should have a site meeting to discuss the ditches at the Cricket Meadow. This was provisionally booked for Thursday 11th April. The time to be confirmed. **Action All**

13.2 to receive update on planned damaged equipment replacement.

Due to the wetness of the Cricket Meadow, it was agreed to postpone this repair. Hags have contacted the Clerk to say they could undertake the work for a fee of £500. The Clerk has contracted our contractor to see how this compares to the price he would be charging. A decision will be made once this information has been received. **Action Clerk**

14. Churchyard/Cemetery

14.1 To receive any update on works to Cemetery.

No additional works this month.

14.2 To discuss regulations in regard to Cremated Remains.

The alterations to the regulations, in relation to the interment of Cremated Remains, were agreed. The new updated regulations were adopted.

14.3 To note interment the late Lee Chapman.

It was noted that the interment of the Late Lee Chapman took place on 11th March 2024.

14.4 To note arrangements for the internment of the late Oscar Vatcher.

The interment of the late Oscar Vatcher is scheduled for Saturday 6th April, at 14.00

14.5 To receive update on Churchyard tree.

West Suffolk Council have been made aware of the residents' concerns regarding their tree in the churchyard. They have not had an opportunity to look at this tree yet this year. The epicormic growth is a response to a previously, suspected, nefarious attempt a few years back to poison the tree. They will take another look at the tree when it is in leaf to see what pruning can be undertaken. Pollarding is an option but given the tree's poor condition prior to the poisoning attempt such drastic pruning may well kill it off. They will update us later in the year once they have a better understanding of its future management.

15. Neighbourhood Plan.

15.1 To further discuss the draft plan ahead of submission for consultation.

The Clerk has updated the Neighbourhood plan document following the working party meeting and sent this back to Ian Poole, along with the Character Assessment, which also needs some work.

We will ask that we have the updated documents prior to our meeting in May.

Action Clerk

16. Planning. to include any applications/decisions received since the agenda was posted.

16.1 DC/22/2190HYB Full application, land at Shepherds Grove, Stanton. To receive any update from WSC Development Control committee.

The above application was refused by West Suffolk Council today at their Planning Control Committee meeting.

17. Councillors reports and items for future agenda

17.1 To confirm arrangements for the next newsletter.

A final draft of the newsletter was agreed. Cllr Baxter was thanked for her work on this. The Clerk will arrange for 420 copies to be printed and picked up ready for delivery. These will then be hand delivered, by the Councillors, to all the houses in the village.

Action All

Cllr Chalmers reported that the next Fish and Chip Bingo will be held on 3rd May, at the Village Hall. The Coffee Caravan will be visiting the Village Hall again on the 22nd April. Two PCSO's came to the Coffee Caravan in March and said they would be happy to come to the village to support any events if they are able to. The Clerk will invite them to come along to the Keep Barningham Beautiful event if they can.

Action Clerk

18. Correspondence for information.

No additional correspondence received.

19. Date of next meeting 8th May 2024 7pm Annual Parish Meeting to be followed directly by the Annual Parah Council Meeting, in Barningham Village Hall

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

20.1 Personnel Issues. None.

20.2 Legal Issues. None.