

Minutes of Barningham Parish Council Meeting held on Wednesday 1<sup>st</sup> December 2021 at 7:00 pm in Barningham Village Hall.

Present: Cllrs: C Hammond, R Baxter, S Kenyon T Steer, C Cllr Spicer & B. Cllr Bull

**1. Apologies for absence.** Cllr S Lusher, W Martineau, J Chalmers.

**2. Members Declarations of Interest and Dispensations:**

2.1 To receive declarations of interest from councillors on items on the agenda.

2.2 To receive written requests for dispensations for disclosable pecuniary interests.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act.

**3. Minutes --** Minutes of the Wednesday 3<sup>rd</sup> November meeting were agreed and approved as a correct record.

**4. Meeting open to the public** 1 member present.

**5. Report from County Councillor:** J Spicer

Location of School bus stops

Following the discussion regarding antisocial behaviour at the school bus stop Cllr Spicer is still waiting for a response from the officer who deals with the school bus stop locations. The Clerk emailed both SET Ixworth School and Thurston Community College. Ixworth came back immediately and said they would address the matter. Thurston did not respond, despite a follow up email being sent. This will go on the agenda for discussion at the January meeting. Cllr Spicer reported that the works to change the speed limits in Stanton will hopefully start soon. The bridge on the A1088 at Stowlangtoft is failing. A weight restriction for Lorries over 7.5t tons is going to be applied to the road.

**Action Cllr Spicer/Clerk**

**6. Report from WS Councillor:** C Bull

Update on streetlight in Sandy Lane. Despite assurances to Cllr Bull by officers, to the contrary, this light is still not working. Cllr Bull will continue to pursue this matter.

**Action Cllr Bull**

**7. Progress reports.** For information, from:

**7.1 Chairman**

**4 November** – asked churchwarden for spare church key/ code for Mr Baxter to enable easier access to the clock. Bobby picked it up a few days later from me.

**15 November** – at 1 o'clock phoned UKPower Network to report concern over deepening water inside the sub electric station. Sent the photos of the problem. Within an hour a man came. To see me. He had been to the site. Had not seen the photos. He was content that the site was safe as the electrical units are over a foot off the ground above the gravel.

N.B. Omission from last meeting – apologies. SCC replied (read e mail) West Suffolk / PC responsibility. WHERE IS THE WATER COMING FROM?? E mail from Anglian Water Thank for letting us know about an issue 20895005 report

**18 November** – Rang Brenda Last (ex-chairman) to see if she knew of a brighter picture of the sign. On the cover of Michael Lingwood's book Our Own People. I visited local artist, Madeleine Beck to ask advice regarding the repainting of the village sign. (She had done the illustrations for the village book). Did she know an artist who could do it? Easier to do while the base and post are down, being repaired. She requested photos of it to see what needed to be done. She has repaired two local village signs. She had the book for a colour reference. I informed Vicky and the craftsman doing the post to send photos of the sign which I printed off with an accompanying letter which I dropped off to Madeleine on 22<sup>nd</sup> November. She agreed to have a look at the sign and seemed interested. Vicky and I delivered the sign to her on 25<sup>th</sup> November as she kindly agreed to do it!

**23 November** – after report of another fall by a resident in the Church Car Park – Steve the caretaker put a banner barrier up after asking permission to use the side railing of a resident's house. I was passing as he did it and he asked if I would label it. I used a permanent marker and put initially – Closed until further notice in capitals. It was reported within a couple of hours it had been torn down on one side and used for parking. I then added the words -Safety Hazard – Use at own risk to the sides and spread it across the ground at the entrance. The side attachment was broken. Messages were put on the PC Facebook page. I sent photos to Vicky.

**25 November** – filled in report to Anglian Water re -the flooded part – by e mail. Vicky and I took Village Sign to Madeleine Beck for renovation. Then meeting at Village Hall with committee members and council chap to discuss car park entrance/ exit alterations.

**27 November** – e mail from Anglian Water - team came to see problem and passed to Repair Team due in the next week!

## 7.2 Clerk:

### 7.2.1 Bins in village, update

The bins have not yet been installed.

### 7.2.2 Works to Village Sign

A local artist, Madeleine Beck, has offered to restore the artwork on the village sign. The Clerk and Chairman delivered the sign for her to work on.

### 7.2.3 Grass cutting contract 2022/23

The Clerk will prepare a new tender document for the village grass cutting for next year.

**Action Clerk**

### 7.2.4 Dog fouling social media campaign Winter 2021

This information has been circulated.

### 7.2.5 White entrance gates. To discuss options for refurbishment.

Cllr Steer has inspected the entrance gates and found the posts were fine but the gate was rotten. He will continue to work on this.

## 8. Finance.

### 8.1 To consider invoices for payment.

|   |                   |           |
|---|-------------------|-----------|
| Various                                     | Admin             | £1,677.05 |
| Ico   | Data Protection   | £40.00    |
| SALC  | Training          | £7.50     |
| Countryside, conservation and tree services | Church Cemeteries | £275.00   |
| R H Landscapes                              | grass Cutting     | £306.00   |
| Tramar                                      | Maintenance       | £35.00    |

### 8.2 Bank reconciliation and budget report

The Clerk provided the Councillors with a schedule of payments, budget report and up to date bank reconciliations

## 9 Jubilee Event

### 9.1 Update on arrangements

There was no report this month.

## 10. Neighbourhood Plan

There is no update this month as we are still waiting for information from West Suffolk Council. The questionnaire summary of results for the household questionnaire, carried out in 2018, has been published on the website.

## **11. Speed devices**

Cllr Steer has serviced and is regenerating the batteries for the VAS machines.

## **12. Aggies Piece**

A no dog fouling sign has been put up at Aggies. .

## **13. Caretakers report Circulated.**

This month my strict control of my hours has run up against my favourite time of year. I am now heavily engaged in sweeping up leaves from all the usual trouble spots while carefully removing the trick-or-treat debris from within them. I just managed to get ahead of the 11 November commemorations with my broom.

I met the Play Area Inspector during this period and introduced him to our roundabout which refuses to work in hot weather. He had never heard of such a problem and is now looking forward to the summer. There was one bins-only week this month when I went away for a few days.

## **14. Play area /Cricket Meadow**

No report this month.

## **15. Churchyard/Cemetery**

15.1 Lych-gate gate. To discuss replacement gate.

The Contract is still trying to get a price for the gate.

15.2 Condition of Lawn cemetery grass.

The Clerk contacted the grass contractor to express our disappointment about the condition they left the lawn cemetery in after their last visit. They apologised for this and for the fact that they had not informed the Clerk, despite her request, that they were carrying out the grave levelling works.

## **16. Planning**

None received.

## **17. Environmental Policy**

To discuss the adoption of an environmental policy for the Parish Council.

Cllr Baxter has finished work on this document and will circulate it to the Councillors for adoption at the January meeting.

## **18. Tolerance Policy**

The clerk attended a managing conflict training sessions. Some suggestions were made that the Parish Council thought would be helpful going forward.

It was agreed that the ability to comment will be removed from most Social media posts. The following harassment statement will also be put up on Facebook and a description of what residents can expect from the Parish Council.

The following statement was adopted:

### **BULLYING AND HARASSMENT STATEMENT**

We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your councillors and council staff courteously without violence, abuse or harassment. Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable. The zero tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media. The council considers threatening behaviour to be: Attempted or actual aggressive, or physical actions made towards any councillor or member of staff. The use of aggressive, or abusive language, (including raising

of the voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff. This policy applies throughout all council meetings, but it also applies to any councillor or council staff away from council meetings.

It was agreed a copy of this will go on the website and printed copies will be made available at the meetings. A statement, including an abridged version of our harassment statement and a reminder of what we expect from the public, and what they can expect from the Parish Council, will be read out at the beginning of each meeting.

#### **19. Car park St Andrews Close**

To discuss condition of the car park and works required

Unfortunately a resident had a fall in the car park at St Andrews. As a safety measure the car park was closed. Sadly some inconsiderate person drove through the barrier and parked there anyway. Tramar very kindly re-arranged their work scheduled and came out to carry out an emergency repair yesterday. We are very grateful for their speedy response.

#### **20. Car parking at Lingwood Close.**

To discuss concerns raised about car parking at the entrance to Lingwood Close.

We have had reports of inconsiderate parking at the entrance to Lingwood Close, in Barningham. PC 1554 Lee Andrews-Pearce will pay a visit to the road and assess the parking and look to use advice notices where applicable and move to enforcement if the problem continues. The Parish Council will await the outcome of PC Andrews-Pearce's visit.

#### **21. Councillors reports and items for future agenda**

##### **21.1 Emergency plan update.**

Cllr Baxter has done a lot of work, checking details, including telephone numbers, for accuracy and contacting people to see if they are still willing to be included in the plan. There is still some work to do on this. Cllr Baxter will check the emergency box, located in the village hall. Cllr Hammond will make sure the mobile phone is accessible and charged ready for use.

##### **21.2 Update on bus stop damaged Perspex**

This matter is in hand.

#### **22. Correspondence for information**

**22.1** West Suffolk Parish and Town Forum, save the dates 9<sup>th</sup> February and 9<sup>th</sup> November 2022, 6pm. Circulated.

#### **23. Date of next meeting 12<sup>th</sup> January 2022**

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

**24.1** Personnel Issues.

**24.2** Legal Issues.