

Present: Cllrs: C Hammond, R Baxter, A Woodward, S Lusher, A Steer. C. Cllr J Spicer & B. Cllr Bull.

1. Apologies for absence. N Greenwood & W Martineau

2 Members Declarations of Interest and Dispensations:

2.1 To receive declarations of interest from councillors on items on the agenda. None.

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 minutes of the Wednesday 4th December 2019 meeting were agreed and signed as a correct record.

4. Meeting open to the public

A group of residents, from Mill Road, came to speak to the Parish Council about problems they have been experiencing with drivers. In addition to concerns about the speed some vehicles travel at, a number of residents have received abuse from drivers, particularly over parking and passing issues. The problems of parking and speeding in Mill Road have been visited over the years and different measures have been put in place to try to combat these, but it was agreed that this problem needs to be visited again. A suggestion was made to block off one end of the road. It was agreed that Cllr Spicer will speak to SCC Highways Officers for advice and then arrange a site meeting with residents, and the school, to discuss options. **Action Cllr Spicer**

5. Report from County Councillor: J Spicer

Cllr Spicer reported that the new waste hub is opening on Thursday 16th January. This is a joint venture with Suffolk County Council and West Suffolk Council. The site is located close to Bury St Edmunds at Hollow Road Farm in Fornham St Martin and includes a waste transfer station, a split level household waste recycling centre, vehicle depot and a re-use shop facility.

There is currently a consultation on the future of children's centres, the closest centre to Barningham is the Bluebell Centre at Stanton.

There is a review of the school transport arrangements, this will be looking at tweaking and amending the current plan.

Ixworth SET School received a 'Good' rating in their recent Ofsted.

SCC are currently setting their budget, there will be an increase of 4% but there will be no cuts to services.

Cllr Spicer will make arrangements for members of the Neighbourhood Plan Working Group to meet with the SCC Neighbourhood Plan Officer, Cameron Chow.

6. Report from West Suffolk Councillor: C Bull

Cllr Bull asked for the details of the light in Sandy Lane, which still hasn't been repaired. The Clerk will provide these. It was reported that Civil Parking enforcement will come into action from the 6th April 2020.

7. Report from Barningham Primary School

Christmas was a very successful period for the school, with three performances of the Nativity Play, a great School Fair (which raised over £800 for the Friends PTA) and the beautiful Christmas Service at St Andrew's Church. The children planted some hedging around the gazebo and native British trees (saplings) alongside the small playground. These are part of our long term plans to develop a more environmentally friendly space.

Our Eco Council and Pupil Parliament have wondered if there was any possibility of planting a community orchard on the Cricket Meadow? We could fund raise to buy the plants – perhaps looking at sponsorship. The Parish Council thought this was a lovely idea, perhaps behind the mound? The Clerk will let the School know. **Action Clerk**

8.1 Chairman

The Chairman had no report to make.

8.2 Clerk

8.2.1 Highway matters.

Dates for the chapter 8 training have been received and forwarded to Cllrs Greenwood, Steer and Steve Wilson.

8.2.2 Defibrillator. Dates for Awareness Sessions.

Training has been arranged for Wednesday 15th January 2020 7pm in Market Weston Village Hall and Saturday 25th January 2020 4pm* in Barningham Village Hall.

The Community Heartbeat Trust will be demonstrating the use of defibrillators and explaining how the equipment works and its benefits to the community in saving precious minutes in the treatment of Sudden Cardiac Arrest. The more people that know how to use the portable defibrillator installed in our community, the more chance there is of saving the life of a victim of Sudden Cardiac Arrest. Everybody is welcome to attend either session, and no special skills are required, just your willingness to play an important role in the event of a medical emergency. Due to unforeseen circumstances, the start time of the training in Barningham has changed from 3pm to 4pm. The Clerk will arrive at the venue at 3pm to greet anyone who did not know the timing has been changed.

Action Clerk

8.2.3 New streetlight for Bishops Croft, to note.

The Clerk has been in contact with SCC, they will see where the installation sits within their programmed works.

8.2.4 Grass cutting 2020

Our current contractor has agreed to carrying on with the contract for the next cutting season.

9. Finance.

9.1 To consider payments. The following payments were approved and signed off by two signatories.

| | | |
|---------------|----------------|-----------|
| | Admin | £1,622.58 |
| Grass cutting | R H Landscapes | £240.00 |

9.2 Bank reconciliation

The Clerk provided the Councillors with a bank reconciliation, income and expenditure account details and a budget report.

10. Anonymous Correspondence

The following policy of anonymous correspondence was agreed and adopted.

1. INTRODUCTION This policy outlines how BARNINGHAM Parish Council (BPC) will act upon information contained in anonymous letters and other anonymous communications ("anonymous communications") as defined in paragraph 4.

2. SCOPE The Policy applies to all Members, whether Councillors or staff.

3. AIM To provide a consistent approach to dealing with anonymous communications.

4. DEFINITION OF ANONYMOUS COMMUNICATION This is a written or verbal communication where no name, address or identifying factors are given. This may include phone calls, 'round robins', newsletters, emails, texts, blogs, websites, social media and all forms of electronic communications.

5. VERBAL ANONYMOUS COMMUNICATIONS

a) Any Member receiving a verbal anonymous communication should respond by stating that BPC will not take any action in respect of such a communication unless it is put in writing.

Exceptionally, the need for immediate action or investigation may prevent the provision of a written communication at that point.

- b) A visitor or caller should be encouraged to provide their contact details, and be passed to BPC's Clerk for recording and for deciding on further action
- c) If no written communication is provided by the visitor or caller, a note summarising what verbal communication took place should be created by the Member and passed to BPC's Clerk

6. STEPS TO BE TAKEN WITH ANONYMOUS (INCLUDING ELECTRONIC)

COMMUNICATIONS Unless of a purely trivial or frivolous nature all anonymous written communications should

- a) be treated as being in strict confidence by all Members and accorded a suitable reference number
- b) in the first instance be circulated by email to all Members with any personal and sensitive information redacted from the anonymous communication
- c) An un-redacted copy shall be made available for inspection by Members at the Parish Council offices and shall be produced at the next Council meeting or if earlier at the appropriate next Committee meeting.

7. WHEN DECIDING WHAT ACTION TO TAKE, THE FOLLOWING SHOULD BE CONSIDERED

- a) BPC may not consider anonymous letters or other anonymous communications unless there is corroborating evidence, and the Parish Council expressly reserves the right to take no action unless the anonymous communication alleges significant health & safety issues, a criminal offence, fraud or irregularity and where there exists supporting information which suggests the allegation can be substantiated
- b) Seriousness of the issues raised and its effect on the community
- c) Criminal and legal implications
- d) Health and Safety of Members
- e) Credibility of the concern
- f) Whether sufficient information is provided to corroborate the allegation(s) and enable an investigation to be carried out
- g) Fraud and any other irregularities detrimental to the Parish Council
- h) Anonymous communications or indeed any form of communication considered to be Vexatious or Malicious may be forwarded to the appropriate authorities, and BPC will provide full support for those authorities to carry out their investigation

8. OTHER MATTERS

- a) The log/record of anonymous communications should be periodically reviewed to identify any developing trends.
- b) Where the writer has provided contact details but has asked for anonymity their right to privacy should be respected
- c) Due caution must be exercised when reacting to anonymous communications which appear to be malicious, potentially libellous or of an extremely personal nature
- d) This policy should be reviewed periodically to check compliance with legislative changes which may occur in future.

11. Village Hall

The recent fish and chip night was a success with £200 raised. This will go towards funding works in the garden. Another complaint has been received about parking at the village. The Village Hall committee have written to the resident and hopefully the situation has now been resolved. Work is ongoing for the village event planned for September next year. A Facebook page, dedicated to the event, has been set up. Anyone wishing to be involved would be very welcome.

12. Neighbourhood Plan

12.1 Update on the plan

AECOM have reported a delay in approving the Master planning package. They apologise and hope to be able to move forward soon.

13. Speed watch/VAS

Cllr Steer is sending the speed data, from the VAS, to speeding enforcement team. Cllr Steer is currently building a speed watch website for Barningham. Although not complete you can currently report incidents on it. Residents of Mill Road will be encouraged to report any further incidents here. <https://www.barninghamsspeedwatch.org.uk/> The application for the new post at Pound corner has been submitted. The Councillors thanked Cllr Steer for the work he is doing on the new website.

14. Councillors reports and items for future agenda

14.1 To include an update from Cllr Greenwood regarding BMX track on the Cricket Meadow. Cllr Greenwood was unable to attend the meeting.

14.2 It was suggested that as the bins were now being emptied later on in the day, and therefore out at the roadside for longer, that we should try and source some 30mph wheelie bin stickers. Once these have been obtained we will advertise on Facebook for those who wanted to put them on their bins. **Action Clerk**

14.2 Newsletter.

The newsletter is ready for distribution. These will be delivered with the flyers advertising the defibrillator awareness event. **Action All**

15. Aggies Piece

Following on from the idea for the School to plant a community orchard, the Parish Councillors thought it might be a nice idea if we also plant a community orchard, to encourage wildlife at Aggies Piece. We will seek advice about what trees would be most suitable and see if there is any funding to support this. Concerns were raised about the lack of progress we have made clearing at Aggies so far this winter. The Clerk will speak to our contractor to see if we can move things forward. **Action Clerk**

16. Caretakers report Circulated.

Leaf sweeping and blowing continued this month along with the raking of both cemeteries. Several tree branches were apparently dumped in the Lychgate Cemetery and I am slowly dismembering and removing them. I also had to repair one of the wheel bearings on my trolley. As predicted, there were two weeks without litter rounds as I made my hours balance at the year end.

17. Play area reports

We are still waiting for the spare part for the springy to be delivered.

18. Churchyard/Cemetery

The Clerk will send out the fee information, for the cemetery, again to Councillors for discussion at the next meeting.

There has been a complaint received about the condition of the car park at St Andrews. Someone has slipped over and people are avoiding using it. The Clerk will ask the caretaker to take a look. **Action Clerk**

The Clock is not working. The Clerk will report this to Ian Jerrold. **Action Clerk**

The poor condition of the Lych-gate was raised. We had looked at doing work a few years ago but unfortunately the roof was in need of more immediate repair so funds had to go towards this. We will look again at getting the gate repaired or replaced. **Action Clerk**

19. Planning Matters

None received.

20. Correspondence for information

None received

21. Date of next meeting: Wednesday 5th February 2020

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

22.1 Personnel Issues. 22.2 Legal Issues.