

Minutes of Barningham Parish Council Meeting held on Wednesday 5<sup>th</sup> July 2023 at 7:00 pm in Barningham Village Hall.

Present: Cllrs: Cllr Hammond, R Baxter, J Chalmers, T Steer, N Martineau, D Cllr Bull & C Cllr Spicer.

### **1. Apologies for absence**

Apologies received from: Cllr L Hebert.

### **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 7<sup>th</sup> June 2023 meeting were agreed and signed as a correct record.

### **4. Meeting open to the public**

Representatives from the village Hall came to ask if there are any funding available for new heating for the Hall. Cllr Spicer asked for more information and offered to donate £500. Both Cllr Bull and the Parish Council offered to match this donation and offer £500 as well. **Action Clerk**  
There are still issues with the grass cutting in Hopton Road. This area is under the responsibility of Havebury Housing, and they sent one of their rangers, Simon Hobson, out to meet with a resident to discuss the issue. It was also noted on his visit that some of the outbuildings have been painted in a very bright colour and are actually a bit of an eyesore. This matter is being investigated. The Parish Council will contact Havebury to ask why these buildings were painted in this colour.

**Action Clerk**

There have been reports of some antisocial behaviour in Hopton Road. This matter will continue to be monitored.

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

As mentioned above Cllr Spicer will grant £500 towards the cost of replacing the heating at the Village Hall

To discuss options for speed control measures Bardwell Road and Coney Weston Road following site meeting with SCC Highways Officer.

Following the site meeting plans are being drawn up for traffic calming measures for both Bardwell and Coney Weston Road. Final details of this are still to be confirmed but it is looking likely that there will be some double bend signs, some road markings and a gateway for Bardwell Road and some further signage for Coney Weston Road. There is also discussion about painting the railings white, on the bridge and adding a 'Barningham' sign in Coney Weston Road and upgrading the 30mph signage. Once more details are known Cllr Spicer will share this with the Councillors. Cllr Spicer will probably be able to fund most of the works although the Parish Council will potentially need to purchase the entrance gate. We will look at getting the railing painted. It was noted that, due to the imminent change in the contractor used by SCC, these works would not be likely to be undertaken until later in the year. **Action Cllr Spicer/ Clerk**

It was noted that there will be a road closure, during the first week in August, for the re-surfacing of the pavement on George Hill, Stanton.

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

As mentioned above Cllr Bull will also grant £500 towards the cost of replacing the heating at the Village Hall. Cllr Bull reported that, due to changes to legislation from the Central Government, there is a delay in the Local Plan timeline. This means that it is now likely to go out for consultation early next year. West Suffolk Hospital are having an amnesty of medical equipment. They are

asking that any borrowed equipment is returned to them. West Suffolk Council are having a review of their grass cutting. Barningham experienced an issue with the grass cutting last month and West Suffolk responded and came and rectified the situation very quickly. West Suffolk Council can provide signage to show where grass is being cut less due to re-wilding. There are no areas in Barningham that fall under this scheme. Cllr Bull provided the following information following the recent elections. Partnership between the West Suffolk Progressive Alliance Grouping (Leader: Cllr David Smith) and the Independents (Leader: Cllr Victor Lukaniuk) have agreed to work together, under the title of West Suffolk Working Partnership (WSWP), to form the administration which leads West Suffolk Council. The Leader for West Suffolk Council is Cllr Cliff Waterman of the West Suffolk Progressive Alliance Grouping and Cllr Victor Lukaniuk is Deputy Leader.

## 7. Chairman's reports

The bench at the entrance to Bishops Croft is damaged. Cllr Steer will have a look at this and if it cannot be repaired, we will look at replacing it with a composite bench. The Clerk will look at prices for this ahead of the next meeting.

**Action Cllr Steer/Clerk**

## 8. Clerk's Report

The Clerk had no additional report to make this month.

## 9. Finance.

9.1 The following accounts were approved for payment.

Swing seat	GB Sports	£233.40
Accounts sub-22	MiJan Ltd	£60.00
Footpaths	Countryside, conservation, and tree services	£330.00
Grass cutting plus extra cut	Countryside, conservation, and tree services	£406.80
Grass cutting	Countryside, conservation, and tree services	£316.80
Admin	Various	£1,967.27

9.2 Bank reconciliation and budget report

The Clerk provided the councillors with an up-to-date bank reconciliation, budget report and schedule of payments for information.

9.3 VAT claim update

A VAT repayment of £5063.42 has been received from HMRC.

## 10 Village matters.

10.1 To discuss options for a plaque for the tree at Church Gardens

It was agreed that this was not a tree planted for the Jubilee but for Christmas and therefore a plaque would not be appropriate. It was however agreed to look at replacing the plaque at Jarrold Close, for the Millennium Tree planted there.

**Action Clerk**

10.2 To discuss various tree/hedge works recommended in the village.

Complaints have been received about the overhanging hedges in Church Road and Coney Weston Road. Now the positions of these have been ascertained the Clerk will report them to the relevant authorities.

**Action Clerk**

It is noted that the hedge on the bend near the burnt down cottage has been cut back, to facilitate construction traffic and has made a vast improvement.

### 10.3 Grass cutting update.

Following complaints raised at the last meeting West Suffolk Council responded very quickly and undertook a site visit to Barningham on Friday morning and they fully concurred that the standard of grass cutting was totally unacceptable including the fact that grass mowings had been left on the public footpath at the junction of Hopton Road and Millfield Road.

West Suffolk Council would like to reassure the Parish that these issues have now been addressed and that the necessary improvements in the standard of cutting have now been carried out and they will ensure that this continues.

The area, not cut, in Hopton Road is Havebury's responsibility and after some chasing, they are arranging to cut it.

Our own contractor, who cuts the Cricket Meadow carried out an additional cut to get on top of the grass following the rapid growth there.

### 10.4 Damaged drain cover update.

This was initially reported to Anglian Water who visited very quickly and ascertained it was not theirs. Reported to SCC. They responded that Suffolk Highways has carried out an initial site investigation and determined that further action is required which cannot be done within the usual routine maintenance activities.

## 11. Councillors' roles

To discuss and confirm Councillors roles and responsibilities. These were confirmed as below:

### INDIVIDUALS

Chair **Cllr Hammond**

Vice Chair **Cllr Steer**

Highways – Grit bins Potholes, road signs, etc.: - **Cllr Steer**

Transport - Bus Times, community transport – **Cllr Hebert**

Storage – Anton Woodward. Although no longer on the Parish council Anton Woodward is still happy to store Parish Council equipment. The Clerk has confirmed the items Mr Woodward still holds.

Communication- Village magazine, 6 monthly newsletters etc.: **Cllr Baxter**

Web site – **Cllr Chalmers/Clerk**

Social media – **Cllrs Steer/Chalmers**

VAS/Speedwatch – **Cllr Steer**

Community Affairs — village hall: - **Cllr Chalmers**

All Legal- **Cllr Hebert**

Police Liaison – **Cllr Hammond**

Cemeteries: **Cllr Chalmers**

Environment- footpaths, trees, Aggies: - **Cllr Baxter**

Doctors' liaison: - **Cllr Hammond**

### WORKING PARTIES

Emergency Plan: **Cllr Martineau, lead, All**

Council Policies – Review of and implementation of documents, Standing orders, risk assessment etc. **All Councillors**

Employment & Finance **All Councillors**

Councillors Neighbourhood plan: **Cllr Hammond, Chalmers, Hebert & Martineau**

## 12. Aggies Piece

12.1 To receive update on wetland project progress.

There was no update at the time of the meeting.

12.2 To discuss option to top the meadow.

It was agreed that we would take further advice on this matter. If it was required, we will ask the contractor if he would be able to cut and clear the meadow and keep the hay as payment.

**Action Clerk**

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

Brambles have been quite a feature this month as they rapidly extend into the footways at eye level; I have cut them back at the elevated path, the coppiced bank opposite the Church, the entry to the Cricket Meadow and in Sandy Lane. I also discussed the encroaching vegetation in Sandy Lane with the grass-cutter. I have removed graffiti from some of the equipment in the Play Area and from the speed indicator in Church Road. I have also applied weed killer to the matting of the goal units on the Cricket Meadow taking great care to limit contact to the individual weeds themselves.

### **14. Play area /Cricket Meadow to receive any update.**

#### **14.1 Public Spaces Protection Order consultation**

The current consultation was not relevant to us at this time.

### **15. Churchyard/Cemetery**

#### **15.1 Update on works to Cemetery.**

Some contact details still need to be confirmed, perhaps via the Register of Burials. If we are unable to do this, we will consider putting a notice on the gravestone.

**Action Clerk**

### **16. Neighbourhood Plan.**

#### **16.1 To confirm date for meeting.**

Wednesday 12<sup>th</sup> July, 7pm via zoom

### **17. Councillor Training**

#### **17.1 To discuss current options for Councillor Training £30 per session.**

SALC's councillor basics training is made up to two workshops which are held on separate dates, and each can be booked to provide flexibility and choice. Lasting two hours, the combined sessions will cover the basics to enable new councillors to learn about the key aspects of their role. The workshops are also ideal for existing councillors to refresh their knowledge too.

This session (1) will cover:

What is a council

Local councils and the law

Working as a team - roles and responsibilities

Standards and Code of Conduct

Session (2) will cover.

How councils work in practice

Meetings and agendas

Finance and transparency

Community involvement

All those present were interested in attending some training. The Clerk will look at available dates.

**Action Clerk**

#### **17.12 Clerks request for time management training. £30 +VAT per delegate**

25 October 2023 10 am - 12 noon

This training is hosted by Personnel Advice and Solutions, an HR consultant. This session provides a comprehensive review of the following areas:

Help to reduce the stress and overtime costs!

1 - How to identify different types of bad habit and causes of time stress

2 -Tools for managing working time

3 - Managing the unexpected

4 - The value of delegation

5 - Prioritising workload

It was agreed that the Clerk could attend this training.

**Action Clerk**

17.3 Parish/Town Council Training on Planning (Development) - 19 July 2023 - 6pm - 8pm  
Unfortunately, the Clerk cannot attend this session but has asked for a copy of the recording. The Clerk will share this with the councillors when available. **Action Clerk**

**18. Planning.** to include any applications/decisions received since the agenda was posted. None received.

Cllr Bull gave a quick update on the proposals for Shepherds Grove at Stanton. There are a number of concerns being raised, not least over highways issues. Any applications are likely to go to committee in the Autumn.

**19. Councillors reports and items for future agenda**

19.1 To discuss concerns raised over possible new legislation regarding new anti-terrorism - legislation to improve security in public places.

Cllr Steer brought to the Parish Councils attention an article in the press about village halls across Britain facing possible closure if they are forced to comply with new anti-terrorism legislation to improve security in public places following the Manchester Arena bombing. The report said Prime Minister Rishi Sunak is committed to Martyn's Law – requiring venues with a capacity between 100 and 799 making sure there is a 'baseline protection' for customers, to implement security measures such as training and evacuation plans. The Clerk contacted SALC, and they responded saying that they have heard nothing other than what was in the media as we did. There is nothing on the ACRE or CAS websites either as far as they can see, it is maybe a bit early for this. We will continue to keep an eye on this pass on any relevant information to the Village Hall as appropriate.

There has been some more fly tipping at Aggies Piece. A local resident cleared it away. The Parish Council are grateful to them for this.

**20. Correspondence for information**

20.1 Parish Conference, West Suffolk Council 11<sup>th</sup> July 2023

**21. Date of next meeting** 2<sup>nd</sup> August 7pm 2023 in 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.

22.2 Legal Issues.