Minutes of Barningham Annual Parish Council Meeting held on Wednesday 11th May 2022 at 7:30 pm in Barningham Village Hall.

Present: Cllrs: C Hammond, W Martineau, J Chalmers, B Baxter, T Steer, D Cllr Bull & C Cllr Spicer

**1. Election of Chairman**

Cllr Baxter nominated Cllr Hammond for the role of Chairman, this was seconded by Cllr Steer. Cllr Hammond accepted the position.

**2. Chairman’s Declaration of Acceptance of Office**

Cllr Hammond completed the Chairman’s Declaration of Acceptance of Office.

**3. Election of Vice Chairman**

Cllr Steer nominated Cllr Martineau for the position of Vice Chairman, this was seconded by Cllr Chalmers. Cllr Martineau accepted the position.

**4. Apologies for absence**

Apologies were received from Cllr Kenyon

**5. To elect Council Officers and Representatives to outside bodies**

Cllr Chalmers was elected as the official Parish Council representative for the Village Hall.

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

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

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

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

**7. Minutes** – The minutes of the Wednesday 7th April 2021 meeting were agreed and signed as a correct record.

**8. Meeting open to the public** 3 members of the public were present.

Julie Surridge updated the Councillors on numbers at the school. There will be ten new pupils in September. This gives a figure of 75 children going forward. It was noted that the Village Hall did not receive a grant from the Parish Council last year. The Grant this year will include last years missed payment and therefore total £1000. **Action Clerk**

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

In addition for her Annual Report, copy available on request, Cllr Spicer reported that work to the A1088 is due to start on May 27th, and this will bring about road closures. Cllr Spicer was asked about progress on road improvements, with the potential extension of the 30mph zone, on the Coney Weston Road. She confirmed that this matter will be included in her quarterly tour.

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

In addition for her Annual report, copy available on request, Cllr Bull was asked for confirmation on what could go in the recycling bin, regarding pliable plastic, as there seemed to some confusion over whether this can go in or not. **Action Cllr Bull**

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

11.1 Chairman:

No additional report, Annual report copy available on request.

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

12.2 Clerk:

12.2.1 Update on Keep Barningham Beautiful event.

Some changes to the poster were agreed. Cllr Steer will advertise the event on Facebook and some poster will be put up. **Action Cllr Steer.**

12.2.2 Arrangements required for railing painting Church Road

The village caretaker, Steve Wilson, is happy to do the work to repaint the railings. This is likely to incur some extra hours and will involve a small purchase of equipment. It was agreed that this would be the most cost effective solution. The Clerk will ask Steve to go ahead with the work.

 **Action Clerk**

12.2.3 Update on Residents Welcome letter

Cllr Baxter has done some work to update the Residents Welcome letter. Some work needs to be done to the website, particularly around the Village Hall information. The Clerk will set up some of the Village Hall committee members as admin for the website so they can update their page.

 **Action Clerk**

12.2.4 Potential for clothing bank

We have looked for a suitable location for a bottle bank previously, and were unsuccessful, however we did not explore the potential for a clothing bank. The bank is provided free of charge. The Clerk will contact the shop to see if they may be interested in perusing this. **Action Clerk**

12.2.5 Village sign base and lychgate update.

The invoice has been received for the repairs to the village sign post. It is guaranteed, for movement, for 5 years. The contractor provided details for a bricklayer and it agreed a quote will be sought for any works that might need to be done to the brick base. **Action Clerk**

**13. Finance.**

13.1 To following accounts were approved for payment:

|  |  |  |
| --- | --- | --- |
| Village sign post replacement | D Bavington Lowe | £534.00 |
| Admin | Various | £1,824.40 |
| Grass cutting | R H Landscapes | £628.80 |
| Jubilee contribution food | Henrys hog roast | £500.00 |
| Band and Morris jubilee | William Martineau | £225.00 |

13.2 Bank reconciliation and budget report

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

13.3 End of Year Accounts 13.3.1 Review and agree Internal Audit report.

The councillors reviewed and agreed the internal audit document and agreed the internal audit information for the AGAR.

13.3.2 To Agree AGAR for submission.

Section 1, followed by section 2, of the 2021/22 AGAR was reviewed and agreed. The Clerk will send the required documents to the external auditor and make sure the correct documents and information is available, on the website, to comply with the publication requirements. **Action Clerk**

13.4 To note workplace pensions re-enrolment.

The Clerk has submitted information to ensure that we are compliant with the current Pension Regulators requirements.

**14 Jubilee Event**

14.1 Update on arrangements for upcoming event.

It was agreed that a payment would be made to Cllr Martineau, to cover the costs of the Brass Band and Morris Dancers, and that he would pay them cash on the day of the event. The fee for the Brass Band is £150, this is being provided by a grant from D.Cllr Bull, for which we are grateful. The fee for the Morris Dancers, of £75, will be covered by the Parish Council.

Posters advertising the event have now been put up and everything for the event is pretty much in place. **Action Clerk**

The School is making arrangements to be involved in the Jubilee torch relay. The Clerk will circulate the information again regarding this event. **Action Clerk**

**15. Aggies Piece**

15.1 To agree date for meeting to discuss various issues to include: memorial tree planting, condition of fence adjacent to the road and condition of field for cutting this year.

It was agreed to wait until the autumn before any tree planting takes place. The plaque, for the late Dennis Hart, needs some work. It was agreed that rather than replace the damaged fence, our tree contractor could lay a hedge. This was agreed. The Clerk will speak to the contractor and arrange a meeting in the coming months to discuss the other issues. **Action Clerk**

**16. Caretakers report.** Circulated.

The edging of the footpath in Sandy Lane has continued intermittently this month and both the elevated path and the matting on the Cricket Meadow play equipment have had their first application of weed-killer. Also on the Cricket Meadow I have twice found glass bottles smashed against play equipment. I have tried to sift out as much of the resulting debris from the grass as I can by hand. In the Play Area the roundabout jammed again in the hot dry weather and I applied grease to the lower bearing. This made no difference whatsoever which underlines my belief that the shrinkage of the ropes is the cause and this item will never operate properly again without attention. The Clerk will contact a playground specialist to discuss this problem. **Action Clerk**

There was one load of spoil to be removed from the Lawn Cemetery; being a double-depth excavation it gave a good indication of what would face any future contractor removing spoil.

As we have previously agreed to try and avoid the use of chemical weed killers the Clerk will discuss alternatives with the Caretaker. **Action Clerk**

**17. Play area /Cricket Meadow to receive any update.**

No report this month.

**18. Churchyard/Cemetery**

18.1 To discuss work required to sycamores in the Lychgate Cemetery

The Clerk will arrange to meet with the tree contractor to discuss the trees in the Lychgate Cemetery. **Action Clerk**

It was noted that there will be a delay in Lychgate repair due to illness.

An internment of ashes for the late Paul Buxton, into an existing grave was carried out. Another grave, for the same family was planted up at the same time. The Clerk will contact the family to ask them to remove the unauthorised planting and objects. **Action Clerk**

The Clerk has sought advice from West Suffolk Council regarding families carrying out their own internments. We can not insist that they use an undertaker, as this can be very expensive but we could insist that they use a grave digger, approved by the Parish council. **Action Clerk**

**19. Neighbourhood Plan.**

Update on meeting with West Suffolk Council and subsequent working party meeting.

West Suffolk are putting forward parts of two sites as their preferred option for Barningham. These sites are represented as parts of site 3 and 4 of the Neighbourhood Plans options for development. West Suffolk said that using parts of both these sites would see any development wrap round the existing village, without the need to extend further out into the countryside. At the meeting with West Suffolk it was made clear, by us, that pedestrian or vehicle access through Lingwood Close would not be an option as there are no pavements in the close. Concerns were raised about the number of houses being proposed (50) by West Suffolk, as previously we had been informed that a figure of 37 was being considered. West Suffolk were unable to confirm the numbers as they are still waiting for information from central Government.

2. To agree our preferred site to take forward for our consultation, to include discussion about the requirement for a village hall.

After discussion about the response from West Suffolk as to why they did not support the other sites and the reasons for supporting this site, the group agreed that including part of sites 3 and 4 would potentially be a good option for the Barningham. The group felt that as the work they had done previously, through consultation, had not identified a preferred site, that they were happy to be guided, at this point, by the work that West Suffolk had done around the other sites. That said they further agreed that they need to take this proposal forward for consultation with the residents of Barningham. To this end a drop in consultation, with an invitation being posted through all residents doors, would be arranged. Our consultant, Ian Poole will arrange material for the consultation. Within this consultation we will include questions about the need for a new hall, options for the green space at the new development and peoples view on the housing number currently being proposed for the village. The consultation is currently planned for 22 June 4-7pm.

3. To discuss the housing figure currently being put forward by West Suffolk.

As discussed above this figure is currently being proposed as 50. There is limited scope for infill in the village, even if the current village hall site were to come forward for development, so these 50 houses would potentially go on the new site. This represents a big increase, around 20%, in the number of dwellings currently in the village. Questions around this will be raised with West Suffolk and opinion gauged at the public consultation.

**20. Planning**

20.1DC/22/0445/FUL | Planning application - ground-mounted photovoltaic solar arrays together with substations, inverter/transformer stations, grid connection infrastructure, grid cable route, site accesses, access gates, internal access tracks, security measures, storage compound, and ancillary infrastructure, landscaping and biodiversity enhancements, Land East Of Firsfield Bowbeck Bardwell

**The Parish Council have no objection, in principle, to this application. They would however like to better understand the effects this might have on the local wildlife, not least by the erection of a high fence. Concerns were also raised about the loss of agricultural land. They would be minded to better support an application of this nature on a brownfield site.**

20.2 DC/22/0548/HH installation of roof mounted solar panels to stable block. Lodge Farm, Bardwell Road Barningham. **The Parish Council support this application.**

20.3 Shepherd's Grove development. To discuss information received from Walsham Parish Council.

The Councillors expressed concerns about the increase in traffic this development might bring and also the potential for light pollution. There does not seem to be any formal consultation on this presently but these factors are certainly something that they felt important to log at this time. These concerns will be shared with Walsham Le Willows Parish Council, who brought this matter to the attention of the Parish Council.

**21 To agree and adopt new Code of Conduct.**

This document was circulated, discussed and agreed for adoption. **Action Clerk**

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

Cllr Steer reported that the Speed Activated sign has been returned and will soon be operational again. Cllr Steer will look at options for flashing messages for when the sign is in Church Road, to warn of the school ahead. **Action Cllr Steer**

Cllr Baxter has some details about ‘The Big Plastic Count’ this is a project looking at how much plastic we throw away. She will share this information and Cllr Steer will put some information bout it on Facebook. **Action Cllrs Baxter & Steer**

Cllrs Baxter and Hammond will attend some Rest Centre training, to be held in Hepworth, in September**. Action Cllrs Baxter & Hammond**

**23. Correspondence for information**

**None received.**

**24. Date of next meeting** TBA

**25. To consider the exclusion of the public and press in the public interest for**

**consideration of the following items:**

25.1 Personnel Issues. None.

25.2 Legal Issues. None.