

Minutes of Barningham Parish Council Meeting held on Wednesday 1st February 2023 at 7:00 pm in Barningham Village Hall.

Present: Cllrs: C Hammond, J Chalmers, L Hebert, R Baxter, & C.Cllr J Spicer & D Cllr C Bull

1. Apologies for absence

Cllrs T Steer, S Kenyon & W Martineau

2. Members Declarations of Interest and Dispensations:

2.1 To receive declarations of interest from councillors on items on the agenda. None. Cllr Hebert declared an interest in item 10.4 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 minutes of the Wednesday 11th January 2023 Parish Council meeting were agreed and approved as a correct record.

4. Meeting open to the public.

Sam Hurst, Norfolk Rivers Trust and Peter Kerry Countryside Conservation & Tree Services came and discussed the culvert and works at Aggies Piece.

Sam Hurst has met with a local landowner to discuss restoring the watercourses in the area. During his visit he discovered a blocked culvert at Aggies Piece. Following a discussion with Sam Hurst it was proposed to explore the possibility of restoring a culvert at Aggies Piece and potentially creating a wetlands area there. The Councillors thought this seemed like a very exciting idea. The Parish Council had been looking for a solution to the problem with flooding at Aggies and felt that this project may offer a solution. Cllr Spicer has been in discussions with an engineer from SCC who has also been looking at solutions for this issue. It was agreed that the sensible next step would be to arrange a site meeting to discuss options going forward. As Peter Kerry, who was also present at the meeting, is involved with the ongoing maintenance and improvement works at Aggies, he will also be included in these discussions. The Clerk will make arrangements for all the interested parties to meet at Aggies to discuss the matter. **Action Clerk**

It has been noted that a tree in the Churchyard needs some attention. The Parish Council contacted West Suffolk some years ago raising concerns about the safety of this oak tree. At the time it was considered, by West Suffolk, that the tree did not require any works. Concerns are again being raised and our tree contractor feels, that as there is a lot of epicormic growth that the tree might benefit from being reduced by about a third. The Clerk will contact West Suffolk regarding this. **Action Clerk**

Peter Kerry is keen to get some volunteers down at Aggies Piece. It was agreed to wait and see what comes out of the meeting discussed above. If a project is to go ahead at Aggies this would be a good time to try and get a group together. The problem of litter was discussed and this was discussed further under item

5. Report from County Councillor: J Spicer

To receive any update on SCC/Highway matters.

Cllr Spicer visited the village with SCC Community Liaison Engineer. They looked at the issue raised by a resident in Bardwell Road. They felt there was no case to move the existing speed zone as it was felt to be in the right place. However, it has been suggested that some white entrance gates might be a possible option. It was agreed that we would explore this option further, looking at all the entrances to the village that do not currently them. Cllr Spicer will find some indicative prices so that this matter can be discussed further at the next meeting. Cllr Spicer was reminded of the request to look at the concerns raised regarding excessive speed and the current signage/road markings on Coney Weston Road. Cllr Spicer will speak to the Speed and Safety Engineers about this issue. **Action Cllr Spicer**

6. Report from WS Councillor: C Bull

To receive any update from WSC including any relevant information following the meeting at Hepworth Parish Council to discuss the proposed Jaynic development at Shepherds Grove. The meeting at Hepworth raised concerns about traffic movements. Barningham Parish Council agreed that they object to the development and the Clerk will submit the following comments to West Suffolk Council: **The Parish Council has some serious concerns of this proposal. It is felt that this type of industry, at this scale, is not appropriate for a rural location. The Parish Council feel that the single carriageway road network is not suitable for such an enterprise and that it would be better to locate it along the A14 corridor, a dual carriageway equipped to deal with the size and volume of vehicles that this enterprise will bring. In addition it was felt that traffic will undoubtedly use the road network through local villages as an easy route to the A11.**

There are also concerns about the environmental impact such a development will bring. Light, noise and air pollution are likely to increase significantly.

The significant increase in traffic, coupled with the detrimental environmental factors mentioned above, are very likely to have a substantially negative impact on the quality of life of those who live near, and along the route, of the proposed development.

Cllr Bull informed the Parish Council that, West Suffolk Council are making adjustments to the West Suffolk Local Plan timetable. This is so the next stage of the draft can include changes to the National Planning Policy Framework (NPPF), which are part of a national policy consultation announced by Government shortly before Christmas. Any changes to the NPPF are expected to be published in the spring and will inform the preparation of local plans.

7. Chairman's reports

7.1 To note anti-social behaviour at St Andrews Church

15 January: Village Service at the church, during refreshments a young lad poked his head around the door. Surprised at people being there he ran off guiltily. I ran after him and managed to see his face before he disappeared. There had been recent evidence of unusual activity in the church - Lights put on as well as organ lights. Rude remark put in visitors' book, prayer light lit and dead matches scattered around the floor. Kneelers disturbed. Decision was made to close the church to decide what to do. I recorded an Anti-social Behaviour Form and reported it to Vicki and our CEO. The church now shuts at 3pm and not 4pm

20 January: after a request from Tony regarding a family research query in the village from Peter Hayward, I looked up the historical research I did from our Neighbourhood Plan. Found information in two censuses, 1891 and 1901 which I passed onto Tony with some website recommendations.

26 January: Rang churchwarden to see if there were any further problems at the church. None so far.

8. Clerks Report:

8.1. Election information.

The Clerk will be picking up nomination papers in the next week and will drop them with a Councillor in the village. The Clerk asked the Councillors to collect the nomination forms, to complete as much as they can and then to bring them to the March meeting for finalising. The Clerk will take the completed forms in to West Suffolk for everyone. This offer to help to complete and take completed forms in to West Suffolk is extended to anyone in the Parish who would like to apply to be a member of the Parish Council. The Clerk would however ask that if anyone, outside of the current Parish Council, is interested, that they contact her and attend the March meeting to complete the required paperwork.

8.2. Rural Coffee caravan, visit to the village, to receive any update.

The clerk has phoned, emailed and still no dates.

8.3 To receive update on grit spreading guidance.
Gritting advice from SCC.

It was agreed that a link to grit spreading advice from SCC should be made available. The Clerk will put something on the website to this effect and Cllr Baxter will include something in the newsletter.

Action Cllr Baxter/Clerk

8.4 Training

The Clerk has signed up for some free Microsoft 365 training.

9. Finance.

9.1 The following accounts were approved for payment:

Various	Admin	£1,995.89
Groundworks	Neighbourhood plan	£1,784.51
Countryside, conservation and tree services	Hedges	£330.00
Countryside, conservation and tree services	Church Cemeteries	£1,554.00
Countryside, conservation and tree services	Aggies	£330.00

9.2 Bank reconciliation and budget report

The Clerk provided a bank reconciliation, schedule of payments and budget report for information.

9.3 Ongoing issues with HMRC

The Clerk has received correspondence from HMRC regarding their claim that we have underpaid. They have asked for the amounts to be altered without giving a reasonable explanation. We are not happy to do this unless we are shown where and how we have made an underpayment previously. We cannot just change our figures as we would need to show the relevant accounting action. We feel confident that both our internal and external auditor would not be happy with us making an additional payment with no calculation to back this up. As we have stated previously we have calculated the amount due to HMRC using their software. We would really need a counter calculation to show the need for an additional payment.

9.4 To confirm audit arrangements for year end 2022/23

The Clerk has arranged for Trevor Brown to carry out our external audit this year. Cllr Chalmers will carry out the internal audit review. The Clerk will make the necessary arrangements.

Action Cllr Chalmers/Clerk

10 Village matters

10.1 To receive any update of request for information for Historic Record.

It is understood this matter is in hand.

10.2 To confirm Defibrillator status.

Cllr Steer has this matter in hand.

It was agreed that we would like some defibrillator training and we would be happy to share this with Market Weston Parish Council.

Action Clerk

10.3 To receive update on revenue from Clothing bank.

The Clerk has finally received banking information from the shop to have the revenue from the clothing bank paid in to. This is into an account that would give all the funding to the NSPCC. We had agreed that half the revenue would come back to the shop to support people locally. An email to this end has been sent. It was agreed that we would like the income split. The Clerk will look in to how this can be achieved.

Action Clerk

10.4 To receive any information regarding signage/parking outside school, church Road. The Clerk has written to the school saying: The resident of the Beeches brought to our attention, last week at our meeting, that he often gets 'blocked in' by vehicles visiting the school. If it is the odd parent dropping off or picking up this generally does not cause a major issue, although clearly it is not ideal. A bigger issue is when deliveries are made to the school and his entrance is blocked for longer periods of time. So far no response has been received back. Julie Surridge will follow this matter up with the School.

10.5 To discuss litter picking - Keep Barningham Beautiful event for 2023. Date for event was agreed for Monday 8th May. This fits in with the Coronation weekend and the idea that Volunteers get involved with events on the bank holiday Monday. The Clerk will prepare some posters to advertise the event and arrange to get some litter picking equipment from West Suffolk Council. **Action Clerk**

10.6 To discuss any plans to celebrate the Kings Coronation. As discussed above the Parish Council will hold a Keep Barningham Beautiful event on Monday 8th May. It was unclear if the Village Hall are holding an event but if they do the Parish Council would do what they can to support it. If any funds are required for the event it is asked that they make a formal request prior to the next meeting. **Action Cllr Chalmers**

11. Aggies Piece

11.1 To discuss issue with flooding, to include signage issues. Ashton solicitor, confirmation of extent of ownership.

The Clerk has obtained a copy of the Land Registry document showing the boundaries for Aggies Piece.

The flooding issue was covered under item 4.

11.2 To discuss arrangements for plaques for memorial trees

This matter is in hand.

11.3 Aggies piece Strimmed/trimmed/cleared pathways

Work on the above has been carried out. A resident asked the Caretaker about the hay crop at Aggies. It was noted that this has been very poor over the last few years but that anyone who would be interested in potentially purchasing this should contact the Clerk.

12. Caretakers report Circulated.

This has been a very quiet month with activity limited by weather and illness. Once the pavements thawed out I was able to sweep the leaf debris from Church Road completely.

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

13.1 Update on zip-wire seat issue.

The Clerk has asked the Caretaker to remove the seat if he feels it is becoming unsafe. The Clerk will continue to pursue this matter with HAGS. **Action Clerk**

13.2 To note items on Play Area reports.

Noted.

13.3 To receive update on Play area sign placement.

As reported last month the School has given permission for the sign to be mounted on their fence.

14. Churchyard/Cemetery

14.1 To discuss repairs of the kissing gate in the Cemetery

This repair has now been completed.

14.2 To confirm time frame for Lychgate replacement/repair.

The joiner, the contractor usually uses, can no longer make the gates so he was hunting for a new joiner who could do them justice within budget. He has found a reputable local joiner that he has used before who is willing to make them and he is just waiting for his schedule but hopefully he will be able to manufacture them in the next few months for fitting late spring.

14.3 Works to the cemeteries, car park and Sandy Lane

A major reduction of the Yew trees has taken place in the Lychgate Cemetery.

Hedge reduction and new gate and post/fencing (including materials)

The Ash tree and Cherry tree, in the Car park, have been Crown lifted. Sandy lane has been trimmed and Strimmed.

15. Neighbourhood Plan.

15.1 Update on next stage of grant funding.

The Clerk has been working with our consultant to sign off on the old grant, we need to repay the underspend of £1784.51 to close out the old grant. The new grant should be forthcoming, but will need to be spent before the end of March. Next steps are, in brief:

Having largely completed the evidence gathering, work can now progress on drafting the Plan and undertaking the statutory Pre-Submission consultation. With the support of the Consultant the Working Group we will prepare the draft Neighbourhood Plan including all maps and other material to be included. We will also finalise supporting documents required to support policies in the Plan. We will be having the necessary meetings with West Suffolk Council to ensure that the Neighbourhood Plan will be in conformity with the current and emerging Local Plan. Prior to finalising the Plan for the formal "pre-submission" consultation stage we will seek informal comments from West Suffolk Council's Planning Policy officers and ask the Council to screen the emerging Plan under the Strategic Environmental and the Habitats Regulations. Once the draft Plan has been agreed by the Working Group, we will advise on consultation arrangements in order that the statutory requirements under Regulation 14 of the Neighbourhood Planning Regulations are met. The Parish Council, as the "qualifying body" will be responsible for heading up the consultation process and therefore the draft Plan will need to be formally approved for consultation by the Council. Once the Parish Council has formally agreed the plan, we will hold a consultation launch event where residents can attend and find out about the plan through viewing display boards and inspecting copies of the Plan. We would like to produce a publicity leaflet at this time and distribute them to every property in the village, identifying how people can view the full plan and comment on it. The Consultant will prepare display material for the event in liaison with the Working Group. We will also host an online consultation questionnaire to gather comments on the Plan during the consultation period. We plan to get the plan out for consultation so that it can be submitted to the district Council in September.

16. Planning. To include any applications/decisions received since the agenda was posted. Development of Shepherds Grove, see also under item 6.

17. Newsletter.

To discuss items for inclusion.

To include: Defibrillator training, including access code information. Volunteers for Aggies/ litter picking/management/ culvert clearing, once more information has been gathered. Voter ID Grit spreading information. NHP update. Coronation event. Keep Barningham Beautiful event.

18. Church Clock service/repair

To include any update on progress.

An appointment with the Horological engineer has been arranged for 23rd February. Cllr Baxter will report back at the next meeting.

Action Cllr Baxter

19. Village Grass Cutting.

To agree contract for 2023/24.

Following discussion it was agreed to offer the grass cutting contract to Peter Kerry for 2023-24. We have a good working relationship with Mr Kerry and feel he will do a good and competitive job. The Clerk will contact the other contractors to update them. **Action Clerk**

20. Councillors reports and items for future agenda

It was reported that the grit bin, on the Coney Weston Road, are in a poor state of repair. The Clerk will ask the Caretaker to inspect them and report back. In anticipation of replacement prices for replacement bins will be sought ahead of the next meeting.

21. Correspondence for information

22. Date of next meeting 1st March 2023 7pm

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

23.1 Personnel Issues. None.

23.2 Legal Issues. None.