

BARHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE CLAYDON & BARHAM VILLAGE HALL ON MONDAY 2nd MARCH 2020

PRESENT: S. Carr, G. Musson, J. Lea, A. Deveney, W. Allan, N. Cooper, County Councillor J. Field and District Councillor J. Whitehead.

In Attendance: Clerk, Mrs J Culley

1.3 QUESTIONS FROM THE PUBLIC

There was one member of the public present who raised concerns with planning application DC/20/00674 and asked for consideration to be given to a website newsfeed with the parish council's new website.

2.3 REPORTS OF THE COUNTY AND DISTRICT COUNCILLORS

Councillor Field provided a report in advance of the meeting (see file).

Councillor Whitehead provided a brief verbal report to update councillors that following his report in February that the general fund and council housing were voted through at the Budget meeting.

3.3 APOLOGIES:

- a. D. Milward & District Councillor T. Passmore
- b. Consent was granted to Councillor Milward who was unable to attend due to work commitments. Councillor Cooper's late apologies from February's meeting was acknowledged and granted due to personal commitments.

4.3 DECLARATIONS OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA

There were no declarations given.

5.3 MINUTES of the meeting of 3rd February were approved and signed.

6.3 WORKPLAN & PLANNING LIST

- a. Workplan: -

Following February's meeting where Councillor Carr had emailed Andrew Reid, Highways Portfolio Holder to chase up the missing Barham sign near Boathouse Cottages and where the clerk had also emailed Andrew Reid, Highways Portfolio Holder to chase up progress with regard to installation of the posts for the mobile speed sign. Due to the lack of response Councillor Field was going to follow up these outstanding issues on the parish council's behalf. At the meeting Councillor Field was unable to offer any update and would chase these matters again on behalf of the parish council.

- b. Planning List: -

The clerk informed the council of the following applications: -

185/6/17 – proposed development of 270 houses off Barham Church Lane

DC/18/00861 – erection of 74 dwellings off Ely Road

The Church Lane and Ely Road planning applications have been rescheduled to go before the MSDC Planning Referrals Committee on 31.03.2020. The parish will be represented by the chair and a resident to raise the objections to these developments. This time the committee will only be hearing these 2 applications. The clerk will add the finalised details to the website and noticeboard when they are received.

Councillors wish to note that at this time they are happy with the external reports they have had commissioned regarding these applications to highlight the inadequacies of the other paperwork and reports submitted against these applications.

c. Applications: -

The clerk informed councillors of the following new planning application consultation requests: -

DC/20/00289 – Petrol filling station & 2 drive thru's

The council objects to this application.

DC/20/00617 – erection of 1 dwelling & garage (following demolition of outbuilding & garage)

The council have no objections to this application

DC/20/00674 – erection of 9 dwellings

The council objects to this application.

DC/20/00706 – single storey side & rear extensions

The council have no objections to this application.

Also, noted was:

Planning permission had been granted for **DC/19/05789** – erection of 2no two storey dwellings and creation of new shared vehicular access at Land at 1 Lower Farm Cottages, Norwich Road, Barham and Discharge of Condition 4, Boundary Treatment was considered by the case officer and are acceptable for **DC/19/01552** - Land North of Lower Farm Cottages, Norwich Road, Barham

7.3 REPORTS

Councillor Allan gave a verbal report regarding the community centre and councillors have concerns over the management and governance of the community centre and have asked Councillor Allan to request that the community centre start providing the parish council with a written report following their meetings.

Councillor Musson gave a brief verbal report with regard to the agreement of the purchase for a defibrillator for the village hall. The parish council will be asked for their contribution when this is purchased.

8.3 CORRESPONDENCE

Councillor Musson raised concerns regarding the location of the use of Speed Cameras in the village.

Councillor Musson also raised his concerns over the condition of the road, white lines and zebra crossings in the main high street through Barham and Claydon following all the Anglian water works. Councillors have asked the clerk to write a letter of complaint to Suffolk Highways regarding this due to the safety aspect of the crossings and near misses. The clerk will liaise with the Claydon Clerk regarding this.

The clerk forwarded the Suez March newsletter to all councillors for their information.

9.3 FINANCE

a. Monthly payments – It was agreed to raise E-payments to the value of £1356.12 – for the full list of payments (see payment schedule document on file). This was noted.

The clerk explained to the councillors that the parish was awaiting an official invoice from Suffolk Highways for 2019-2020 street light maintenance and energy costs which would total £950.52 + VAT. Councillors agreed for payment of this to be made when the invoice is received to ensure it is paid in the corresponding financial year.

Councillors also agreed the regular payments for April due to the late date of April's meeting due to Easter. The E-payments will be raised on the 1st April totalling £558.15. Any other invoices will be raised and payment agreed at April's meeting.

- b. The Clerk provided the council with January's bank reconciliations and online statements for the community and business savings accounts. These were noted and approved by the council.

10.3 AUDIT

Further to February's meeting where it was recommended that parish councillors should be using parish council specific email addresses in line with GDPR best practice. This was discussed by councillors and full agreement for the clerk to ask Suffolk Cloud to move forward with creating the emails in line with the clerks and chairman's email and new website address.

Parish Councillors also reviewed and approved the Council's Communications Policy.

11.3 STATUTORY DOCUMENTS

The Councillors have signed off the following documents: -

- Financial Regulations
- Internal Controls
- Asset Register
- Risk Assessment
- Financial Risk Assessment
- Finance Committee Terms of Reference

These will be reviewed again by the Finance committee next year.

12.3 PROTOCOL FOR REPORTING AT MEETINGS

The Councillors have reviewed and approved the reporting at meetings protocol. This will be reviewed annually moving forward.

13.3 PCSO

Further to February's meeting PCC Passmore agreed to follow up Barham's questions with senior officers and communicate the outcome back to the clerk. The clerk had received no communication from PCC Passmore. As District Councillor Passmore was not in attendance at the meeting the councillors have asked the clerk to write to PCC Passmore for an update and set a reply within date of 3 weeks.

14.3 PICNIC SITE UPDATE

Further to February's meeting County Councillor Field contacted the relevant officers within Suffolk County Council on behalf of the council but neither County Councillor Field or the clerk had heard from Suffolk County Council. County Councillor Field has offered to chase up the lack of contact.

Chairman

Date