

BARHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING THAT WAS HELD AT BARHAM CHURCH HALL ON MONDAY 7TH SEPTEMBER 2020, 7.00PM

PRESENT: Chairman Darren Milward, Cllr Frances Milward, Cllr Jeremy Lea, Cllr Neil Cooper and Cllr Wayne Allan,

Also present: MSDC John Whitehead & MSDC/Police Tim Passmore, the new Clerk Mrs Melanie Thurston and 4 members of the public.

OPEN FORUM

The Chairman welcomed Mr & Mrs Sillett, the village street cleaner/litter pickers, to the meeting. He asked for a detailed update of the areas they cover within the village and the jobs they do. When submitting their quarterly invoice to the Parish Council, it should detail the hours, times and jobs done.

Mrs Sillett will highlight on a map the areas they cover, which will not include the part of Norwich Road from Sandy Lane to the Sorrell Horse as it is too dangerous to walk along.

The Clerk has given Mrs Sillett a Risk Assessment and Lone Worker Policy which needs to be reviewed annually and returned to the Clerk signed. Mrs Sillett asked the Parish Council if they would consider paying for her to renew her First Aid certificate. The Chairman informed that as she is self employed the Parish Council will not pay.

Cllr Allan thanked Mr & Mrs Sillett for all their work, they are doing a great job.

Member of the public, present would like to know the outcome of his request at the Parish Council meeting of 11th May, to consider proposing a cycle way route where a circuit stops at The Slade. This was in light of the Covid-19 initiative for people to be walking or biking more. Claydon Parish Council are in agreement. If the Parish Council are in agreement then the Definitive path map would need to be updated which he is happy to do. The Parish Council confirmed that they are in agreement and happy for him to proceed.

The Vice Chairman of Barham Athletic football club who was present, explained the interest that the club has in leasing the Picnic Site and to develop it into a football pitch and club facilities. They currently hire the use of Whitton sports centre, but because of the lack of their own facilities are unable to step up the football league. They are hopeful in receiving grants of up to £450,000 from SCC and the football foundation and have also got a sponsor who will provide the upfront fee of £5,000 to pay for plans to be drawn up. However, it will be hard to generate £20,000 which the Parish Council has asked for as a deposit in preparing the lease. Community Action Suffolk are giving advice and support and have given them a list of solicitors who will help them to deal with the Heads of Terms.

The football club would like to be in place at Barham ready for the 2022 season.

The Chairman of the Parish Council informed that the PC are supportive of the proposal and therefore the deposit of £20,000 has been asked for, to cover the expenses that will be incurred in having a lease drawn up. The PC has been through the process before and have been let down, so this time a deposit would be security. MSDC Tim Passmore introduced himself, he will communicate with the football club to discuss possible funding.

Member of the public present reported that a static caravan and a septic tank has been installed at The Kiln House, Sandy Lane. Cllr Cooper also reported that a lot of hardcore has appeared at the site, but no planning application has been received. Cllr Passmore informed that this would be an enforcement issue. Cllr Cooper will write to MSDC about this. Cllrs Passmore & Whitehead will look into this also.

MSDC John Whitehead handed out his report to all (see file)

Tim Passmore reported that the Covid-19 has impacted greatly on the police force. It is hoped to receive money back from the government for the expense of PPE. Extra officers have been drafted in. Trying to breakthrough with gangs who come into Suffolk. Checking that haulage companies and lorry drivers who use the A14 are compliant. Domestic violence has increased during the pandemic. Drug offences have gone up 20%. He encourages the PC to sponsor a PCSO.

The Chairman asked why does the police force not encourage more unpaid "Specials" and to make it easier to apply. Tim Passmore informed that this is currently under review to get more volunteers on board as the current system of application puts people off.

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1.9 APOLOGIES

- a. Apologies for absence. None
- b. Consent/non consent to absence. None.

2.9 GDPR – TEST AND TRACE

List of attendees has been carried out in accordance with GDPR. Health & Safety Risk Assessments have been carried out by the Parish Council and the Church Hall for tonight’s meeting.

3.9 DECLARATIONS OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA

There were no declarations given.

4.9 MINUTES OF THE LAST PARISH COUNCIL MEETINGS (see attached)

Minutes of the meeting held on 28th May 2020, it was noted that MSDC John Whitehead did attend the virtual meeting. The minutes were approved by all and signed by the Chairman, proposed Cllr Cooper seconded Cllr Allan.

Minutes of the meeting held on 11th May 2020. The minutes were approved by all and signed by the Chairman, proposed Cllr Allan seconded Cllr Cooper.

5.9 TO CO-OPT 3 NEW MEMBERS ONTO THE PARISH COUNCIL

No applications have been received, the vacancies will continue to be advertised and applications are welcome. Anyone interested should apply to the Chairman or Clerk.

6.9 WORKPLAN & PLANNING LIST – see attached

a. Workplan: - The Chairman informed that the PC has still not got anywhere with applying for the 30mph speed limit to be extended along the Norwich Road from the Sorrell Horse and to have 30mph roundels on the Norwich Road and VAS. He has tried to contact Mike Motteram, Clerk to forward an email regarding this to Tim Passmore and he will contact Mike Motteram on behalf of the PC. Clerk to get cost of VAS for next PC meeting.

Street Lighting - Additional lights needed from the Sorrell Horse along Norwich Road. Footpaths are a hazard and pitch black at night. SCC responsible, give them 3 months if not PC will pay for street lights. Clerk to contact SCC.

The Barham Village Sign near the Sorrell Horse has been missing for some time, it was agreed by all that the Parish Council will purchase a new sign & posts. Clerk to place order, Cllr Allan happy to help install the new sign.

b. Review of Planning List

DC/20/03037 – 63 Norwich Road, Barham. Application for Outline Planning Permission (some matters reserved, access to be considered) - Severance of part of the garden and erection of 1 No dwelling and creation of new access. The Parish Council has no objection to the application, but will advise MSDC that it should be requested that no windows are installed on the first floor, side of the neighbouring property. MSDC has granted an extension to the Parish Council for comments by 8th September.

DC/20/01757	–	1A	The Crescent,	Barham.	Granted by	MSDC
DC/19/05025	–	4	Eddowes Road,	Barham.	Granted by	MSDC

c. Babergh/Mid Suffolk Consultation Draft Housing Land Supply Statements.

The document lists 42 planning applications in Barham these all have a 5 year time scale. Includes the 1856/7 Norwich Road application for a large development of 269 new homes which is not an ideal location. MSDC Tim Passmore suggests that big developments should be spread about more evenly. This would help with infrastructure, jobs and transport etc. The Parish Council will submit its comments before 14th September and highlight this unreasonable development along with the proposed development in Ely Road, Claydon.

d. To Consider a separate sub-committee to deal with Barham small planning applications

Cllr Lea suggests that a sub-committee of the council deals with the smaller planning applications. It was agreed by all that the planning sub-committee will be the Chairman, Cllr F Milward and Cllr Cooper.

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They will deal with new smaller planning applications and report back at Parish Council meetings. They will give feedback to the Clerk who will update MSDC.

7.9 1856/17 – NORWICH ROAD/CHURCH LANE, BARHAM – OUTCOME OF MSDC PLANNING COMMITTEE.

The Chairman informed that he has spoken to a planning advisor who will help the Parish Council with its objection to the planning application. A meeting has also been set up with MSDC planners to discuss alternative use for the site. Barham Parish Council is objecting to the above planning application as it is an unreasonable overdevelopment for Barham, it is not the ideal location for a housing development of this size to be placed. It would make a too bigger impact on the highway with the amount of traffic going to and from the development onto an extremely busy Norwich Road. The Parish Council has a constant battle with speeding traffic. Also, the lack of infrastructure in Barham will not support so many new families coming into the village, lack of jobs in the area and transport issues. Something more beneficial to the whole of the village would be looked upon more favourably, eg a site which could include a medical centre or children's nursery and a small business centre. MSDC Tim Passmore and John Whitehead supports the Parish Councils objection and will work with them. The Chairman will represent the Parish Council at the MSDC Referrals Meeting.

8.9 PCSO – SHARING WITH SURROUNDING PARISH COUNCILS AS PREVIOUSLY APPROVED.

Cllr Lea informed that he is still awaiting confirmation from Gt Blakenham, as they would give major funding towards a PCSO. Without their support this may not go any further.

9.03pm Cllr Tim Passmore left the meeting.

9.9 REPORTS

Cllr Allan informed that the recreation ground is going to be upgraded and that it is hoped to install a container at the site which can be used for storage.

No other reports.

10.9 FINANCE

a. **Monthly Payments** – to agree the payments for July & August.

The Council approved the July payment schedule and payments which have all been paid in July, £459.27, receipts £566.80.

The Council also approved the August payment schedule and payments which have been paid in August, £772.78, receipts £412.50. Proposed Cllr Lea seconded Cllr Cooper.

b. **Monthly reconciliation** – to approve June, July, August bank reconciliations

The Council approved the 3 months bank reconciliations. Bank balances at 31st August 2020, Business Premium Account £34,644.12. Current Account £30,493.88. Proposed Cllr Lea seconded Cllr Milward.

c. **Renewal of Parish Council Insurance Policy.**

The Clerk has received quotes from Community Action Suffolk £327.60 for 1 year (£287.00 last year) or fixed at £311.22 for a 3 year term. Came & Company £359.60. It was agreed by all to renew the insurance policy with Community Action Suffolk 1 year, proposed Cllr Lea seconded Cllr Cooper.

d. **Street Cleaners** – Invoice to pay

Payment to be approved for June, July & August, 26 hours for Mr M Sillett, £226.72. 65 hours for Mrs G Sillett, £566.80 plus £39.99 to pay for the annual weed killer. The payments were approved by all, proposed Cllr Allan seconded Cllr Cooper. Mrs Sillett asked if they can be paid separately by BACS.

e. **To Consider the Budget for April 2021 to March 2022**

The Clerk had forwarded the budget to all prior to the meeting. Cllr Lea suggests that the Parish Council takes into consideration a possible additional £3000+ for professional fees related to the Norwich Road planning application. Street lights x 2 approx. £2400. PCSO increase to £10,000. However, would not wish to raise the precept by more than 5%. Councillors to give this consideration and to approve at the December meeting in time to submit the precept request to MSDC in January 2021.

Cllr John Whitehead left the meeting at 9.30pm.

f. **External Auditor PKJ Littlejohn– Significant Variances**

The Clerk reported to the council that the Auditors have asked the reason for the variance in receipts for

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the past 2 financial years. They have been advised that this was due to grants being received to pay for the street cleaners.

11.9 STATUTORY DOCUMENTS

a. Standing & Financial Orders - To approve the amendments required by NALC

The Clerk informed that the Orders have now been updated with the amendments required by NALC these had been forward to all for approval. Proposed Cllr Allan seconded Cllr Cooper. The updated versions will be uploaded onto the website.

b. Consultation on a New Model Member Code of Conduct Consultation – received from NALC

The document had previously been forward to all to consider, the Parish Council are happy with the document as it stands and Clerk has advised NALC in time for the deadline in August.

12.9 PICNIC SITE UPDATE

a. Anti Social Behaviour. The Chairman reported that youngsters had been congregating at the site. building fires, drinking and drug paraphernalia had been found, vandalism to the building. He has installed CCTV cameras and with the regular visits of security dog trainers, things seem to have calmed down.

b. Arson – Crime number generated for the above and police are making regular visits.

c. Security Guard. DK9 dog security team are making regular visits and this is helping keep things at bay. Gates are chained and secured and the building locked and bolted.

13.9 BARHAM ATHLETIC FOOTBALL CLUB - Proposal to take over a new Lease.

Cllr Lea informed that 3 offers to purchase the Picnic Site have been received. If the Parish Council ends up selling then the sale would have to be spilt with 80% going back to Suffolk County Council. The Parish Council agrees that they would like to give Barham Football Club the opportunity to lease the site. However the football club must produce a £20,000 deposit within the next 3 months, if not then the deal will be off. Deadline for the deposit is 1st January 2021. The Parish Council is disappointed that no other representative from the football club or sponsors attended this meeting to give their support.

The Parish Council to issue the Football Club with a Heads of Terms, which will high light the deposit and deadline, then a further 6 month period will be given for the legal formatting. The PC would like a formal acknowledgment from the Football Club for the Heads of Terms within a month of receipt, with a detailed reply.

14.9 BARHAM WEBSITE ACCESSIBILITY REGULATIONS AND NEW WEBSITE WITH SUFFOLK CLOUD.

The Clerk informed that she has recently attended a SALC webinar course on the new Website Accessibility Regulations, the regulations comes into force on 23rd September. The Parish Council could expect to pay £140 for the website to be made compliant. The Clerk advised that she has found the current Suffolk One website extremely confusing and difficult to use! However she has found that the previous Clerk had done a lot of work on a the new Suffolk Cloud, Barham Parish Council website. The new site has been checked by Suffolk Cloud and it is compliant to the new regulations and ready to go live. The Clerk has been offered training from Suffolk Cloud and would like to go ahead with the new website. The webmaster for the current site advised that he would be willing to set up a redirection from the old website to the new website. Will people still receive notifications when new items are added?

Gt Blakenham Parish Council has a Suffolk Cloud website, the Clerk will ask them how they find it.

The Parish Council agrees that the Clerk may go ahead with the new website when she is ready and to do so and to inform Suffolk One that the old website will need to be removed.

15.9 STREET CLEANERS

a. Risk Assessment & Lone Worker Policy. These have been given to the street cleaners to complete and return to the Clerk.

b. To Consider Renewal of First Aid Certificate. The Chairman advised that as the cleaners are self-employed the Parish Council will not pay for the renewal.

16.9 TO CLEAR FOOTPATHS – Along from Church Lane junction to Sorrel Horse

The Chairman reported that there are overhanging branches and hedges along the footpath and that the bank needs to be cut back also, making a wider footpath. It is currently a hazard to walk. He will ask NP Jelley Gardening Services to give a price for the work and suggest up to a maximum of 10 hours work x £15 per hour.

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17.9 CORRESPONDENCE – To report to councillors on any correspondence recently received. The Clerk has received notification from SALC of the training programme which is commencing soon and has forward to all. Would Barham councillors like to take part in any councillor training, the Parish Council has budgeted for this. The Clerk has enrolled onto a Finance course and a PR course.

18.9 DATE OF NEXT MEETING – Monday 7th December 2020, 7pm in Barham Church Hall.
Monday 1st March 2021, 24th May APM & AGM, 5th September 2021, 5th December 2021
Dates of the next year’s meeting to go on the website and noticeboard.

The meeting ended at 10.13pm

Chairman

Date