

BARHAM PARISH COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD AT THE CLAYDON & BARHAM VILLAGE HALL ON MONDAY 13th MAY 2019

PRESENT: S. Carr, G. Musson, A. Deveney, W. Allan, D. Milward and District Councillors J. Whitehead & T. Passmore. In Attendance J. Culley, Parish Clerk.

1.5 ELECTION OF CHAIRMAN

Mr S Carr was nominated as Chairman for 2019/20. There being no other nominations Mr Carr was duly elected to serve as Chairman for the forth coming year. The declaration of acceptance form was signed by Mr S Carr and witnessed by the proper officer to the Parish Council.

2.5 ELECTION OF VICE CHAIRMAN

Mr G Musson was nominated as Vice Chairman for 2019/20. There being no other nominations Mr Musson was duly elected to serve as Vice Chairman for the forth coming year. The declaration of acceptance form was signed by Mr G Musson and witnessed by the proper officer to the Parish Council.

3.5 COUNCILLORS' DECLARATION OF ACCEPTANCE OF OFFICE

Those councillors present at the meeting signed their declaration of acceptance of office forms and witnessed by the proper officer to the Parish Council. Those not present at the meeting will be signing their forms in the presence of the proper officer at the finance meeting on 20th May 2019.

4.5 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

5.5 REPORTS OF THE COUNTY AND DISTRICT COUNCILLORS

As Councillor Field was not in attendance no report was presented.

Councillor J. Whitehead already presented his Annual District Councillor's Report at the Annual Parish Meeting in April. Councillor T. Passmore introduced himself to the council as the new District Councillor for Barham Ward replacing Councillor J. Caston.

6.5 APOLOGIES: J. Lea, N. Cooper and County Councillor J. Field

7.5 DECLARATIONS OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA

There were no declarations given.

8.5 APPOINTMENT OF COUNCILLORS TO SUB COMMITTEES

The following appointments were agreed: -

- a) Finance Committee – S. Carr, J. Lea, A. Deveney and D. Milward
- b) Planning Committee – S. Carr, G. Musson, N. Cooper and reserve D. Milward

9.5 TO APPOINT PARISH COUNCIL REPRESENTATIVES TO OTHER BODIES

The following appointments were agreed: -

- a) Barham Green Resident's Group – Mr A Deveney
- b) Claydon and Barham Village Hall Committee – Mr G Musson
- c) Community Trust – Mr W Allan
- d) Recreation Ground Committee – Mr W Allan and Mr S Carr temporarily until replacement is found
- e) Parish Liaison/MSDC Meetings – Mr S Carr and Mr G Musson
- f) Suffolk Association of Local Councils (SALC) – Mr S Carr
- g) Babergh East, Police & Parish Forum – Mr J Lea

The clerk, Jo Culley, has been duly appointed as the parish Responsible Financial Officer for the year 2019/2020.

10.5 MINUTES of the meeting of 1st April were approved and signed.

11.5 WORKPLAN & PLANNING LIST

a. Workplan

Councillor Passmore has offered to contact SCC Councillor Mary Evans due to no response from the safety team for a site visit to ensure pole locations will be acceptable.

The chair and vice chair received calls from the local paper regarding Shrubland Hall. Responses were given. The report was in the paper on 13.5.19. The Parish council have again asked the district councillors to investigate the progress with enforcement regarding this subject.

An article regarding the Joint Neighbourhood Plan was published in the InTouch magazine in April and there was no uptake from residents in any of the 3 villages involved. The steering group are going to add an insert into the June edition of InTouch to stress the importance of local participation.

Village sign and bench repainting to be added to workplan for future reference (see 15.5 below).

b. Applications: -

1856/17 – proposed development of 300 houses off Barham Church Lane.

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

The parish were contacted by MSDC to attend a meeting regarding issues the parish raised regarding highways for the above applications. The councillors agreed for ThaT consultancy to be present at a cost of £800 plus expenses and VAT to be an expert on the parish's behalf.

DC/18/05523 – erection of 1no. dwelling with detached garage and creation of vehicular access and parking as well as **DC/19/01552** – change of use of agricultural land to sui generis use for dog kennels and dog training including erection of kennels.

Councillor Milward informed the council that noise monitoring had taken place on the site but this was done during the middle of the day with most dogs off site and the A14 busy. Councillor Passmore will speak to enforcement regarding noise monitoring as the person should attend at differing times and days including overnight.

Feedback from smaller applications as follows: -

DC/19/01623 - Barham Wood – queries raised over the amount of work taking place. The council received a letter from MSDC giving notice that the prior approval of the Planning Authority was not required for this application.

DC/18/02761 - Green Farm - erection of 2 dwellings. The clerk informed the council that this application has gone to appeal process following MSDC's refusal for permission. The parish can make further comments or withdraw previous comments by 13.06.19. Councillors confirmed that previous comments from Barham still stand.

DC/19/00850 - 1a The Crescent. The clerk informed the council that this application has been withdrawn and will no longer be determined by the council.

c. No new applications have been received since the last meeting.

12.5 REPORTS

Councillor W. Allan attended a Community Trust meeting but nothing of note was reported.

13.5 CORRESPONDENCE

Litter picking – The clerk informed the council that she has been contacted by Tarmac regarding the possibility of helping with litter picking in the area. Councillors agreed that Councillors Lea and or Cooper would speak with the current volunteers.

Letters of thanks have been received by the council in recognition of the grants recently awarded.

Noise pollution – The clerk informed the council of a complaint they had received regarding noise coming from shrubland lodge. Councillor Whitehead had previously spoken with the residents and would now see them again to follow this up.

Planning portal query – a resident enquired about the pesthouse lane development as the front page for the application on the planning portal stated awaiting decision and the parish's InTouch report

said it has been approved. The clerk wrote to the resident to apologise for any confusion and attached the MSDC committee report that was attached to the application stating approval recommended.

Roadworks – an email was received informing the council of upcoming roadworks on the A14 over the coming months, work will take place overnight to avoid as much disruption as possible.

Street lighting – the clerk gave the council an update on the changes to the times that SCC are operating their street lights. The councillors agreed for the parish to replicate the SCC times. The clerk will contact SCC to get this actioned.

Suffolk Constabulary policing model – the clerk informed the council of an email received which has been circulated to councillors.

SCC grass cutting – the councillors discussed the need to consider asking the parish’s contractor to do more around the village due to the lack of cuts done by SCC. The parish council’s involvement will be reviewed by the finance committee as required.

Intouch email – the clerk informed the council that the editor had contacted her about changes with report lengths. The council will need to reduce the amount of words they use in their reports to meet the new 300-word limit.

Website – Councillors agreed to delegate discussion of the website to the next finance committee meeting.

14.5 FINANCE

- a. Monthly payments – It was agreed to sign cheques to the value of £2673.22 – for the full list of payments (see payment schedule document on file). The Clerk also listed the council’s first instalment of the precept totalling £13645.00. The VAT Claim refund totalling £2328.24 and two deed of surrender payments totalling £2120.00 were also received and listed on the schedule document. This was all noted and approved. The chair also took this opportunity to explain to council that the clerk’s overtime this month was higher than usual due to a resident from a neighbouring village who raised questions that needed information to be gathered to ensure a reply was given.
- b. The clerk provided the council with April’s monthly reconciliation. There is one outstanding cheque for £50.00 to Suffolk Family Carers not cleared. This was noted and approved by the council.

Under section 4.5 of the parish’s financial regulations document the clerk, chairman and vice chairman agreed for the parish to have emergency repairs carried out to the village bench to ensure no health and safety issues arose. The councillors have agreed for the clerk to raise a cheque for £111.25 and have this signed out of meeting once the invoice is received.

15.5 BENCH AND SIGN REPAINTING

Councillor Musson received 2 quotes from the 3 parties asked to quote for repainting the village sign and bench. One declined to quote as he did not have the appropriate tools to complete the work on the sign. From the 2 quotes received the councillors have agreed to accept the quote for £150.00 from a local company (Raggle Taggle) and whose workmanship could be seen from his completion of other village signs. Councillor Musson will contact the parties to let them know the council’s decision.

16.5 PICNIC SITE UPDATE

The Chair was able to update the councillors on the latest communications regarding the picnic site and Claydon Football Club (see confidential document).

Chairman Date