

## BARHAM PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE CLAYDON & BARHAM VILLAGE HALL ON MONDAY 7<sup>th</sup> OCTOBER 2019

**PRESENT:** S. Carr, N. Cooper, D. Milward, County Councillor J. Field and District Councillor J. Whitehead.

**In Attendance:** Clerk, Mrs J Culley

#### **1.10 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

#### **2.10 REPORTS OF THE COUNTY AND DISTRICT COUNCILLORS**

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

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

**3.10 APOLOGIES:** G. Musson, A. Deveney, W. Allan, J. Lea and District Councillor T. Passmore

#### **4.10 DECLARATIONS OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA**

There were no declarations given.

**5.10 MINUTES** of the meeting of 2<sup>nd</sup> September were approved and signed.

#### **6.10 WORKPLAN & PLANNING LIST**

a. Workplan: -

- Councillor Carr gave an update regarding the installation of speed sign poles, as the parish council has been given an alternative location within Sandy Lane to gain approval from the residents so that the process can continue with Suffolk Highways.
- The clerk confirmed that the new Head of enforcement Phil Isbell replied with an apology for the delay and has handed the task of attending a meeting over to Simon Bailey. However, he was unable to attend tonight's meeting.
- Following the Joint Neighbourhood Plan group meeting on the 10<sup>th</sup> September Councillor Carr gave feedback to the clerk who emailed councillors with the following: -  
*Following Stephen and Gordon's attendance at the neighbourhood planning group (Great Blakenham, Barham and Claydon Parish Councils) it was agreed not to pursue this approach, as despite publicity and surveys over the summer no residents came forward to support the work of the group. The group has agreed to meet 6 monthly to keep in touch and provide mutual support as and when required.*  
*It was agreed that District Councillor Whitehead would prepare the article for InTouch.*
- The parish council have still not received an update from District Councillor Passmore regarding the outstanding planning enquiries the parish asked him to chase.

b. Planning List: -

The clerk informed the council of the following applications: -

**1856/17** – proposed development of 270 houses off Barham Church Lane

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

*The meeting between MSDC, the developers and Claydon & Whitton Rural Parish Council & Barham Parish Council regarding the above applications took place and the parish councils are awaiting feedback from the developers regarding traffic issues.*

**DC/18/05523** – Erection of 1no. dwelling with detached garage and creation of vehicular access and parking (revised scheme to approval 1844/17) - Land North of, 3 Lower Farm Cottages, Norwich Road, Barham with additional planning application **DC/19/01552** - Change of use of agricultural land to sui generis use for dog kennels and dog training including erection of kennels – *unfortunately, Councillor Passmore was still not in attendance at this meeting and no update was received from him*

following the clerks email. However, the clerk received emails from planning where permission and discharge of conditions had been granted.

**DC/19/03698** – erection of 1 dwelling and creation of vehicular access – Land between Lower Farm and Honeymoon Cottages, Barham – *The Parish Council objected to this application but we received an email today saying MSDC planning have granted permission.*

c. Applications: -

**DC/19/04341** – notification of works to Trees subject to Tree Preservation Order – Horse Chestnut at Barham and Claydon Surgery, Kirby Rise, Barham – *The council have no objections to this application.*

**DC/19/04526** – change of use of agricultural land for dog training (Sui Generis) at Land known as Mille's Meadow, Barham – *The councillors present discussed this application and looked at the neighbouring objections. The councillors have decided to contact Woodlands regarding the covenant that is on the land in order to have this clarified to submit to MSDC with a view to ensure it is used as part of the conditions should permission be granted.*

## **7.10 REPORTS**

Councillor Musson provided a report for the Claydon & Barham Village Hall meeting in advance of the meeting.

Councillor Carr has attended the first meeting of a Snoasis Liaison Group. He will feedback to councillors anything he gets from the group. Mr Spanner has been removed from the project and a new company is on board who are pushing final areas for planning permission.

## **8.10 CORRESPONDENCE**

The clerk informed councillors that she had spoken with British Gas regarding the electricity standing charges for the picnic site and has reduced the daily rate from 78.400p per day to 37.755p per day.

The clerk informed that councillors that as the contract had ended for the parish mobile phone on 5.10.19 she had contacted EE and reduced the monthly charge by changing to a sim only charge which give the same cover for calls, messages and data, as the contract did.

The clerk let the councillors know that a resident had emailed the parish council regarding the failure of bin collections since the changeover of routes/days. The clerk explained that she has emailed our local District Councillor representatives Councillors Whitehead and Passmore, as only having their bins emptied once since the changeover was not acceptable. Councillor Passmore replied to say he would get this dealt with immediately as it is completely unacceptable. He had raised the matter with the Chief Executive, the portfolio holder and the leader already.

The clerk informed councillors that Councillor Whitehead had achieved getting the business rates for the picnic site changed and they would now be set at zero. The parish council would like to thank Councillor Whitehead for undertaking this for the parish.

Due to the lack of councillors present at this full council meeting, Councillor Carr has deferred discussion about the request from the Village Hall Committee for funding towards a Defibrillator at the village hall until the full council next meets.

## **9.10 FINANCE**

- a. Monthly payments – It was agreed to sign cheques to the value of £2713.45 – for the full list of payments (see payment schedule document on file). The Clerk also listed the council's second instalment of the precept totalling £13645.00. The clerk also noted that the council had receive another cheque from Claydon Football Club for the 4th instalment of the deed of surrender. The clerk will get this paid into the parish bank account.
- b. The Clerk provided the council with August's bank reconciliations and online statements for the community and business savings accounts. These were noted and approved by the council.

## **10.10 EXTERNAL AUDIT REPORT**

The Councillors have reviewed and approved the External auditors report for 2018/2019 audit year. They have noted the change of need for a financial risk assessment to be completed for 2019/2020, which is additional to the internal controls and financial regulations documents that are already completed annually. The finance committee will discuss, create and approve this at the next finance committee meeting.

## **11.10 MEETING SCHEDULE**

An updated meeting schedule proposal was provided in advance of the meeting.

Councillor Carr discussed issues raised by Councillor Deveney had been answered by SALC and it was fine to have one meeting to agree and sign off several items as long as they were in a certain order.

Councillors present agreed to keep August, as a month without a regular meeting but should the need arise for the council to discuss any planning or any emergencies arise between June and September's full council meetings than an extra meeting can be organised.

## **12.10 EMAIL COMMUNICATIONS BY COUNCILLORS**

Following the agreement at the recent Finance Committee meeting Councillor Carr spoke to councillors present about the importance of official communication for the parish council being undertaken via email only. Due to GDPR and FOI it is important to have one form of communication so texts and other forms of communication is not appropriate. If the parish council does not have appropriate processes and policies in place the council will not be transparent and this could leave us open to challenge.

## **13.10 PICNIC SITE UPDATE**

Following the finance committee meeting on 9<sup>th</sup> September an agreement was made to instruct Clarke & Simpson as land agents to check viable options for the picnic site moving forward. Councillor Carr met with a representative from Clarke & Simpson at the picnic site. He emailed with queries over some of the uses that the council gave him. He has advised that we get a solicitor on board that could help with this. As Suffolk Legal are part of County Council it is advised to look at an alternative solicitor. Councillors present discussed the possibility of trying Kerseys and Blocks.

Chairman .....

Date .....