

## BARHAM PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN BARHAM CHURCH HALL, ON TUESDAY 5<sup>TH</sup> OCTOBER 2021, 7.00PM

**PRESENT:** Chairman Darren Milward, Vice Chairman Frances Milward, Cllr Brenda Mitchell, Cllr Andrew Akhurst, Cllr Cassey Wooltorton & Cllr Wayne Allan.

**Also present:** BMSDC John Whitehead the Clerk and 13 members of the public.

**OPEN FORUM** – Member of the public pleased at the attendance, this shows encouraging support for the picnic site, work has commenced.

Cllr Wooltorton who is the Chairman of the Picnic Site Action Group confirmed that a bank account has been set up for the picnic site today. All the members of the parish Council have had time to read the picnic site project proposal. A constitution has been set up, £5000 now needs to be raised before Charity Status can be set up. It is proposed to reopen the coffee shop so that it can help to make the site self-sufficient. The play area will also be made good. 1/3 of the way in the clear up stage, but they will leave the work on the play area for now, as funds will be needed for this.

They have met with the Crime and Prevention Officer who has advised on how to prevent crime at the picnic site. CCTV will be installed on the buildings and the play area, lighting to be installed and alarms to buildings. The more volunteers and visitors to the site, less crime. He is willing to attend the site any time to give advice and support moving forward.

Cllr Wooltorton informed that he is awaiting a meeting with BMSDC re S106 monies and there is more monies available once they become a charity. Plan to have the site open in June 2022 for the Queens Jubilee

The Parish Chairman congratulated the action group for the work they have done at the picnic site so far they have managed to turn it around in a short time and he wished them good luck in the future with the project. Member of the public asked how much longer the K2 Recovery lorries will be parked at the picnic site and that the Action Group should not proceed with the picnic site being signed over until the lorries have gone. The Chairman advised that the lorries should be gone by 26<sup>th</sup> October 2021, depending if the works which they are attending to on the A14 & A12 are finished.

Member of the public asked why there are diggers in the field opposite Lower Farm, Norwich Road. The Chairman advised that they are digging exploratory holes in relation to building new homes.

Member of the public asked if the 40mph speed limit on Norwich Road, could be lowered to 30mph the full length. The Chairman is hopeful that this will be the case once the new houses are built. The Community Speed Watch volunteers are not permitted to carry out speed checks in a 40mph zone.

The following are the suggestions/requests which the Parish Council are in negotiations with Highways Safety and Speed Management Team;

- Can the existing 40MPH limit be changed to a 30MPH limit? It was noted that there has been new development at the north end of the site.
- Check spacing of existing repeater signs as they seem few and far between & look at repositioning some of the existing to make them more visible.
- Refresh gateway road markings at north end of 40 MPH.
- New roundels on road next to existing repeater signs.
- Change existing repeaters with yellow backed signs to improve visibility.
- Sandy Lane junction – some road narrowing/safety scheme to improve safety at this junction.

Currently two fatal accidents at the junction. Visibility looking to the right (north) is poor when pulling out of Sandy Lane. There may be scope to build the junction out slightly to bring the give way markings forward and improve visibility. If this is not possible there are other options, could look to put the junction warning sign. Could also use white edge of carriageway markings on the approach to the junction.

Provided there is adequate verge space, the sign below could be used on Norwich Road on the approach to Sandy Lane, to advise drivers to use their headlights on the approach to Sandy Lane, to make vehicles easier to see.

- Extent of 30 MPH limit near Barham Church Lane. The Chairman of The Parish Council claims that the signs for the start of the 30 limit were moved nearer to Barham Church Lane a few years ago as they were just north of Lower Farm Cottages.

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Traffic Regulation Order which gives reasons for the shortening of the 30mph speed limit; Barham (C492 Norwich Road) – To increase road safety, the proposed 40mph speed limit is intended to act as a buffer zone to motorists on the northern approach to Barham. Combined with the proposed shortening of the existing 30mph speed limit, this is intended to help support the adherence to the 30mph limit where indicated. At present motorists do not respect the existing 30mph speed limit and remain at higher speeds well into the more densely populated areas.

The Chairman advised that the above suggestions are with Highways, who are costing up the works which the Parish Council will have to pay for. Member of the public asked if a “keep left” bollard could be installed at the end of Pesthouse Lane. The Chairman encouraged all to put any requests onto the Suffolk County Council Highways reporting portal.

**Cllr John Whitehead BMSDC** has forward his report to all and it will be posted onto the parish website. The Chairman would like the application process to become a special police constable, less difficult, as currently there is a 32 page document which has to be completed. This does put people off applying. The district councillor will pass on this comment to his fellow district councillor Tim Passmore – Suffolk Police Crime Commissioner.

### **1.10 APOLOGIES**

- a. Apologies for absence.** Cllr Neil Cooper - unwell, Cllr Jeremy Lea – work commitment.
- b. Consent/non consent to absence.** Consent was granted to the above councillors.

### **2.10 COUNCILLORS DECLARATION OF INTERESTS - Declaration of any pecuniary or other interests with regards to any item on the agenda.**

Cllrs Mitchell & Wooltorton regarding the picnic site.

### **3.10 TO APPROVE THE MINUTES OF THE AGM HELD ON 24<sup>th</sup> MAY 2021**

The minutes were approved correct, proposed Cllr Allan seconded Cllr Akhurst.  
Minutes signed by the Chairman.

### **4.10 TO APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 9<sup>th</sup> JUNE 2021**

The minutes were approved correct, proposed Cllr Wooltorton seconded Vice Chairman.  
Minutes signed by the Chairman.

### **5.10 TO APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING ON 2<sup>nd</sup> AUGUST 2021**

The minutes were approved correct, proposed Cllr Mitchell seconded Vice Chairman.  
Minutes signed by the Chairman.

### **6.10 TO APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING ON 2<sup>nd</sup> SEPTEMBER 2021**

The minutes were approved correct, proposed Cllr Wooltorton seconded Cllr Mitchell.  
Minutes signed by the Chairman

### **7.10 WORKPLAN AND PLANNING LIST**

#### **a. Review of Workplan**

The update from Highways on the Barham Traffic Calming Measures has been discussed in the Open Forum and will be advertised on the parish website.

The Chairman informed that the police has currently approved 4 sites in Barham where Community Speed Watch can be carried out.

Street Lighting is currently on Hold.

The PC will proceed with the BMSDC application for tree and wildflower planting to take place at Kirby Rise at the new play area. The play equipment will be positioned in the middle of the green space and contained within fencing which will be kindly installed by Highways Assurance free of charge. Seating benches to be installed also. The lease has now been completed and the 5 pieces of new play equipment have been ordered, deposit paid. Short fall of £8000 funding needed, now that the lease is completed an application to SUEZ is in progress but can take up to 16 weeks for a decision.

#### **b. Review of Planning List & To Discuss any new Planning Applications Received**

In Cllr Cooper absence the Chairman reported one new application in September at Jacks Barn, Pesthouse Lane, discharge of Conditions Application for DC/19/05314.

### **8. TO CO-OPT A NEW MEMBER ONTO BARHAM PARISH COUNCIL.**

3 applications have been received details of which has been forward to the councillors prior to the

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meeting for consideration. The Chairman asked for a vote of hands, Oliver Wastall, got a majority vote, which was approved by the Parish Council. Clerk to inform the new Councillor, declaration form to be signed and BMSDC to be advised that the vacancy is now filled.

Should the PC wish to increase the number of councillors to more than 8, then there may be an opportunity to do so for the May 2022 elections.

**9.10 THE PARISH COUNCIL TO CONSIDER THE FORMAL PRESENTATION RECEIVED FROM THE BARHAM PICNIC SITE ACTION GROUP AND TO COME TO A DECISION.**

Cllr Woollorton would like the PC to approve the proposal which has been presented by the Action Group, a hard copy of which has been forward to all. A copy of the constitution will be forward to the Clerk. He would also like the PC to accept the option which Groundwork East recommends as follows;

If the group were to become formally constituted, choosing an incorporated structure it would be able to hold a legal interest in the land in its own name, making it easier to get funding and keeping it separate from the parish council. This could be accomplished through reassigning the lease from the county council direct to the group (which the county council might have concerns about) or sub-letting it from the parish council. Both of these options will involve legal costs but the end result would be a more robust and long-term solution.

The Parish Council agrees all of the above, proposed the Chairman seconded Cllr Akhurst.

The Clerk will advise SCC Legal Department in the first instance of the proposal for their approval and to draw up a 99 year lease for the Action Group to take over from the Parish Council.

**10.10. UPDATE FROM SIMON MARSH – Defibrillator Machine – Highway Assurance**

In the absence of Simon Marsh the Chairman informed that a defibrillator has been placed outside the head office of Highway Assurance Ltd, Barham. The device has been registered with East of England Amulance Service, British Heart Foundation and St John Ambulance. It is also registered with The Circuit, so that it can be accessed by calling 999. Cllr Woollorton advised that the compound where the defibrillator is placed is locked at all times! The Chairman will check this out.

Fishing lakes - A report has been received from Simon Marsh on the activities that are being carried out at the fishing lakes, he informs that he shares the desire to make the venue a special place for all wildlife (apart from Otters) but the venue needed a substantial amount of work to make it a viable fishery and to save the river bank from eroding away after decades of minimal maintenance. The fishery memberships are kept at a low level at the moment due to our long-term goals around fish care etc, we have over 1000 people/anglers on waiting lists to join the lakes. In short, there is not a person that wants the Barham Lakes to be a beautiful place more than myself, I have so many fond memories as a child fishing these lakes and I have poured a lot of time and investment into making it a sustainable fishery for years to come, it is not a business, it does not make money, it is through the love of the place that I do what I do. The full report can be found on the parish website or for any further details these can be found on the fisheries website.

**11.10 TO CONSIDER A NEW NOTICEBOARD TO BE LOCATED BETWEEN NORWICH RD, SANDY LANE JUNCTION AND TO THE SORREL HORSE PUB.**

Having received 3 quotes for a new notice board, the PC agrees to go with the Notice Board Company, £930 for a metal noticeboard on posts, £930.00. To be erected where the old telephone box was located or at the bottom of Pesthouse Lane. Proposed Cllr Woollorton seconded Cllr Mitchell.

**12.10 FINANCE**

**a. Monthly Payments – to agree the payments for June, July, August & September.** These were approved by all, June payments £6142.83, receipts £600.00. July payments £3976.60, receipts £3,645.48. August payments £1655.88, Receipts £5979.15. September payment £3331.57, receipts £13,650.00. Signed by the Chairman in Cllr Leas absence.

**b. Monthly reconciliation – to approve September bank reconciliation.** As at 30/09/21 the Current Account £37,300.42, Business Premium Account £34,652.53. Signed by the Chairman in Cllr Leas absence.

**c Spend Against Budget for the 2nd quarter, June to September 2021.**

All Councillors have received this in advance of the meeting for consideration. Cllr Akhurst asked for the expenses column to be explained for the payments made. The Clerk did so and explained that the over spend was due to DK9 Security, Kirby Rise lease and also Street Cleaning (however street cleaning is covered by the grant received from the district council).

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**d. Completion of Parish Council Audit by External Auditors year ending 31 March 2021.**

The Clerk reported that this has been successfully completed by the external auditors and signed off. The conclusion of audit and certificate is posted on the parish website and noticeboard.

**e. Application from Claydon & Barham Recreation Ground Committee for a grant from the Barham Parish Council Community Infrastructure Levy/S106 towards new play equipment.**

A request has been received from the Claydon & Barham Recreation Ground Committee for help with funding towards a new £75,209 project to improve and expand the playground equipment. Claydon has pledged £10,000 so would like to request a grant from the PC of £6,500 (60/40 split), however the committee would be pleased to receive any contribution. The Clerk advised that the PC does not currently have any CIL money in the bank account and that the CIL portal reads that Barham has £25,923.17 available. District Councillor Whitehead will look into this on behalf of the PC to find out why the PC has not yet received the funds. Therefore, a decision to help fund the Recreation Ground will be decided at the next PC meeting.

**f. 2nd half year payment due to Claydon & Barham Recreation Ground Committee, plus the under payment still outstanding from May.**

District Councillor Whitehead advised that the PC had only given a donation of £487 in May, first half of the year (due to confusion with the insurance) should have been £1000, shortfall of £513.00. The 2<sup>nd</sup> payment of £1000 if also now due. It was agreed by all to make a payment of £1513.00 to the Recreation Ground Committee for the current financial year. Proposed Vice Chair, seconded Cllr Akhurst,

**g. Application from Claydon & Barham Village Hall for a Grant towards Repair works at the hall.**

A request has been received from the village hall for a donation of £252.00 towards a new loft hatch. Cllr Mitchell advised that the village hall has faced a shortage of income this year due to the covid pandemic. Expensive electrical works have also had to be carried out. It was agreed by all to give a donation of £252.00, proposed Cllr Allan seconded Cllr Mitchell.

**h. Renewal of Parish Council Insurance.**

The Clerk advised that Community Action Suffolk has been unable to renew the PC insurance policy this year. Therefore quotes have been received from other insurance companies. Cllr Akhurst in his experience had considered the quotes and schedules received and recommended that the PC take out insurance with Came & Company, £424.42. The new insurance policy is now in place from 1<sup>st</sup> October 2021 for a year.

**i. To Confirm the Bid for Funding from BMSDC Cllrs Whitehead and Passmore towards the new Kirby Rise Play Equipment.**

Cllr Whitehead informed that he will give £2000 from his Locality Budget and that the Clerk will need to apply with the relevant form for the monies to be approved and sent to the PC. The Chairman thanked Cllrs Whitehead and Passmore for their support.

**13.10 REPORTS – Councillors to report on any meetings that they have attended since the last Parish Council meeting.**

Village Hall Committee, Cllr Mitchell already covered under finance.

Training, Cllr Akhurst informed that he has recently taken part in SALC online training for Introduction to Parish Council, Planning Seminar and Budgeting/Finance. He is happy to report that the PC finances are all done to the recommended standards.

**14. CORRESPONDENCE – to report to councillors on any correspondence recently received**

**a. To consider face to face training for the Parish Council, in Barham by SALC.**

This is now available to a Parish Council at a cost of £100 per module. The Councillors to consider which modules they are interested in. Clerk to ask neighbouring parishes to join and help share the cost.

**b. To consider a new litter bin to be located at “THE BEACH”, River Gipping.**

This was again debated by the PC, however it was agreed that the site is too far away for the rubbish men to collect the rubbish (Wombles also agree)

**c. Community Speed Watch.** The Chairman encouraged more volunteers to enable more patrols to take place in the village. Teams need to be a minimum of 3 volunteers. Contact the Chairman if interested.

**d. Street Naming – New Development at Land off Norwich Road, Barham.**

The developers propose the new name as Cedar Farm Close, agreed by all

**15.5 DATE OF NEXT MEETING. TUESDAY 7<sup>TH</sup> December 2021**

The meeting ended at 8.35pm

**Chairman .....**

**Date .....**