

BARHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN BARHAM CHURCH HALL, ON MONDAY 30th OCTOBER 2023, 7.00pm.

PRESENT:

Chair Gail Cornish, Cllr Brenda Mitchell, Cllr Paul Fenn, Cllr Marilyn Lesley, Cllr Bonnie Head, Cllr Graham Head, Cllr Ian Woods, Cllr Julie Gregory & Vice Chairman Casey Wooltorton.

Also present: BMSDC John Whitehead, BMSDC David Penny, the Clerk and 6 members of the public.

OPEN FORUM – The Chair welcomed all to the meeting and introduced the newly elected Councillor. Ian Woods.

Member of the public complained about the state of the footpath leading from Pest House Lane along Norwich Road. Brambles across the path caused her husband to take a fall. The unkept state of the footpaths in Barham has been ongoing for a long time.

The Chair informed that this is being discussed later in the meeting and is on the agenda.

Member of the public informed that the exit roads leading from Kirby Rise onto Church Lane & Norwich Road also have bad visibility due to the overgrown hedges.

Report from BMSDC Dave Penny.

Report has been received from Cllr Penny prior to the meeting. He would like to hear of any issues in Barham from the recent storm Babet, he is putting together a list of damaged properties in Suffolk.

Cllr Mitchell informed that the ditch at The Slade is blocked with rubbish and overgrowth, this caused the ditch to flood into a nearby garden and property. The state of the ditch as been reported to SCC in the past but they have said that they do not have time to cut it out! With another storm expected this week this needs to be dealt with urgently.

BMSDC John Whitehead encourages Parish Councils to take part in the “Your Community Your Say” campaign.

1.10 APOLOGIES

a. Apologies for absence. Suffolk County Councillor Chris Chambers.

b. Consent/non consent to absence. NA

2.10 COUNCILLORS DECLARATION OF INTERESTS

a. Dispensation to be considered under 13h of standing order for Cllr Gregory to be allowed to vote Other Registrable Interests relating to Barham Country Park, to June 2024, as she is on the charity Barham Picnic Site Community Project.

The Chair reminded everyone that a dispensation was in place for councillors regarding the Barham Country Park agreed June 2024. Cllr Gregory to now be added to the dispensation and required paperwork has been completed. It was proposed Cllr Wooltorton seconded Cllr Mitchell and passed by councillors.

b. Declaration of interests with regards to any item on the agenda.

None.

3.10 TO APPROVE THE MINUTES OF THE LAST PARISH COUNCIL MEETING ON 11TH SEPTEMBER 2023

Approved correct, signed by the Chair, proposed Cllr Wooltorton seconded Cllr Fenn.

4.10 MATTERS ARISING FROM MINUTES OF THE LAST MEETING, TO INCLUDE WORK PLAN

a. Workplan. The Chair noted that the PC needs to work on the plan, will have as a separate item on the next agenda.

5.10 REVIEW OF PLANNING LIST & TO DISCUSS ANY NEW PLANNING APPLICATIONS RECEIVED.

a. DC/23/04554 Erection of ancillary annexed accommodation - Barham House, Barham Green.

The PC agreed to have no objections and are in favour.

Chairman's initials.....

b. DC/23/03569 Erection of 8 No. Dwellings & associated infrastructure - Barham & Claydon Surgery, Kirby Rise, Barham.

Cllr Woollorton informed that the previous application was for 9 properties, a new planning application has now been applied for 8 properties. He encouraged the public to put in their previous comments/objections to the district council and that the PC should do the same and to note that the comments in the Agents letter have not been addressed. This was agreed by all.

5.10 FINANCE

a. Monthly Payments – to agree the payments for September 2023.

September payments £5,891.73, receipts £15,624.50. Approved by all and signed by Cllr Mitchell.

b. Monthly reconciliation – to approve the bank reconciliation for August.

As at 30/09/23 the Current Account £41,435.44 this includes £8959.93 CIL money and £3693.71 towards new play equipment, country park. Business Premium Account £4,748.01. Approved by all, Cllr Lesley signed the bank reconciliations.

c. Review expenditure against budget as at half year.

Cllr Mitchell presented this to the PC, going through the lines on budget where budget required amending: Clerk's Employment Cost increased by £500, expect pay increase back dated to April 2023

Clerk's Mileage Costs increased by £50 based on half year mileage costs.

Clerk's Pension Increased by £1060 based on back payment made in first quarter and expected cost of £80-£100 per month for rest of the year.

AGAR fee decreased by £45 as cost for year known.

Insurance increased by £970 as paid extra for picnic site for last year and extra costs this year however will get refund once Picnic Site is signed over to Barham Picnic Site charity. The insurance company cannot be changed as in year two of three year contract.

Village Maintenance increased by £300 due cost incurred prior to new council being in post.

Suffolk County Council Street Lighting decrease by £500 as costs known.

Street Cleaning Costs increased by £1050 due to backed dated bill being received from street cleaners relating to last year.

Non-Recurring expenses - Although cost to value of £4538 known about when new budget set no provision was made for:

Election Expenses £1600 after refunds received.

Other Expenses £1000 allocated to allow for expenditure unknown.

Original budget expenditure £32,258 New Projected Cost £37,835 Difference of £5577.

Community Bank Account as at 30th September £41,435.44

Expected amount to pay next 6 months e.g. spent to date new projected costs, £10,440.00

Ring fence Cil money and District Councillor Grant money, £12, 654 - Total £23,054.00

£18,381 available to spend.

The extra cost available to spent were as a result of £9,593 reclaimed VAT and refund £4,628 on electricity secured by Cllr Woollorton.

Also have £4,748 in the Business Account.

The Chair advised that the finance group will put together a draft precept budget for the December PC meeting and this will need to be approved at the January 2024 meeting.

d. To Consider the Annual Donation to the Church

The Chair informed the PC that £550 has been budgeted to give the church as a donation towards the upkeep of the burial ground. Last year the previous council had given an £800 donation.

Cllr Fenn proposed that £800 is given as a donation to the church, a show of hands 6 in support, 2 against and 1 abstained. PC to give a donation of £800 for this financial year.

e. N D Services invoice received for works carried out to the Workshop at Barham Country Park.

The company who were expecting to receive a lease on the workshop has produced an invoice for work carried out. It covers the cost to seal and place polycarbonate over all the windows. All doors secured with new locks. Building swept and cleared of debris. Land surrounding the building cleared and tidied. Invoice includes all materials and 40 hours labour, £2850.00 inc VAT.

Cllr Woollorton explained that he had continuously advised the company not to carry out any work on the building as no lease had been signed and that change of use to a garage had not been granted by MSDC and SCC. The site had infact not been cleared by ND Services and that the previous PC had paid for the clearance of the whole site to a different company. The PC should not be responsible for paying the invoice received from ND Services.

The Chair advised that the company had been given to believe by the previous PC that a lease would be signed, materials have been paid for by them. Could the PC recompensate for just the window perspex? This could be paid out of CIL money.

Chairman's initials.....

Cllr B Head informed that she had been a member of the public present at the PC meetings last year and can confirm that she heard Cllr Woollorton telling ND Services many times not to continue the work at the workshop as no lease had been signed.

Cllr Woollorton proposed that a letter is sent to ND Services to apologies that the invoice will not be paid by the PC. However, if the company has any proof in writing that approval was given by the previous PC to carry out the work, then payment may be considered. All agreed, however the Chair abstained from the vote.

6.10 KIRBY RISE PLAYGROUND - To decide if to enter into a 5 year maintenance contract.

The Chair reported that Sovereign has been to inspect the cracks in the beams and have confirmed that they are ok. Sovereign also offers a 5-year term compliance package for £399, which includes 2 operational inspections per year. Chair to check if this could replace the ROSPA inspection (£120 a year). She also carries out an inspection of the play equipment every month.

It was agreed that on the basis that the compliance package covers the ROSPA inspection also, to go ahead. Proposed Cllr Woollorton seconded Cllr Mitchell.

7.10 GRASS CUTTING CONTRACT KIRBY RISE AND CHURCH LANE - To look at 3 quotes received for grass cutting 2024 and agree contractor.

The Chair outlined the cuts currently carried out by NP Jelley on an ad hoc basis,

Quotes had been obtained for next year based on 14 cuts either side of Church Lane & Norwich Road junction and 8 strims of the Kirby Rise play area.

3 quotes received, to carry out the work March to end of October. Green Grass £3500. NP Jelley £2520. NSK Landscapes £1330.

The Chair suggests that the PC should give NSK the contract and to review their work after 6 cuts. To be invoiced per cut. Proposed Cllr Woollorton seconded Cllr Gregory, all agreed.

8.10 FEEDBACK FROM STREET CLEANERS WORKING PARTY.

The Chair reported that a group had met with the Street Cleaners in September. They had asked to see proof of their public liability insurance, but this has still not been seen despite asking for it 2 further times. Monthly timesheets have been received but give very vague information. They had also asked them to submit a monthly bill/invoice which is being received. Old risk assessment is out of date, contract dates back to around 2013. They currently work 7 hours a week, however it is hard to see what and where they have worked.

Cllr Mitchell proposed that the PC writes to the street cleaners and tell them to stop work until a public liability insurance document is seen by the PC. Timesheets showing start and end times and to itemise the work they have done also to be shown. A deadline date of 2 weeks will be given. Seconded Cllr Lesley, all agreed.

9.10 20's PLENTY TO DISCUSS IF BARHAM WISH TO SUPPORT THIS INITIATIVE.

Successfully set up in Wales, 20's Plenty for Suffolk (not a government initiative) is a campaign aiming to achieve a 20mph speed limit in all Suffolk communities, on roads where people and motor vehicles mix in residential areas and town and village centres.

Cllr Fenn suggests that it could be 20mph around the school and cull de sac areas as need to control the current 30mph speed limits we have.

Cllr Woollorton suggests that 20mph can cause congestion and create more immersions.

MSDC Dave Penny has a big opinion as a cyclist of this campaign and that the Green Party would like to have 20mph in urban area.

The Chair suggests that we cannot enforce 30mph in the village so could not bring the speed limit down to 20mph, All agreed to leave the speed limit as it is and not to support the campaign, proposed Cllr Woollorton seconded Cllr Fenn.

10.10 HEDGES AND FOOTPATHS ALONG NORWICH ROAD, CHURCH LANE AND KIRBY RISE ACCESS ROADS

Cllrs B Head & G Head informed that both SCC Highways and the District Council have been contacted about this issue and neither are doing anything to mitigate the problem. Therefore, have received a quote for the PC to cut back the hedges to 7 ft high and to trim the verges, £975.00. The Chair informed that the PC must apply to SCC for the "Self Help Service" which will give insurance cover to carry out any works themselves. The PC has been getting a lot of complaints about this dangerous issue from many residents.

Cllr Woollorton has spoken with a company who charged £40 an hour to cut back hedges, then suggest the PC maintenance contractor to clear back the footpaths. He proposes that the PC puts some money into getting this done ASAP. Kirby Rise/Church Lane hedges, Norwich Road to Pest House Lane hedges and cut back/dig

Chairman's initials.....

out the footpath. Cllr Mitchell suggests £3000 Chair suggests £2000.
Cllr Gregory proposed £2000 seconded Cllr B Head, all agreed. Cllr G Head to get 2 more quotes for the work.
It was agreed to get the work done ASAP.

11.10 TO REPORT ON THE CURRENT SID (speed indicator device) LOCATION SITES

It has been brought to the attention of the PC by SCC Highways that permission has not been granted by them for the SID post situated on Church Lane and Norwich Road and that the SID must be removed. Currently SCC Highways only have recorded permission for Sandy Lane and Norwich Road by Coopers Way locations. Also the SID must be removed which is located by the Sorrell Horse on Norwich Road as it is not permitted in a 40mph area.
It was agreed that the PC will formally apply for the SID post to be approved in Church Lane.

12.10 PRIDE OF COMMUNITY GRANT.

The Chair informed that she has applied for the £400 grant which will help with spring cleaning the village during March 2024, to work alongside Claydon Parish Council.

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

Cllr Woollorton reported that after a recent meeting with the Barham Picnic Site Charity, it had been brought to their attention that the PC does not have a Neighbourhood Plan. If the PC had a plan, then the PC would be entitled to more CIL money. The Chair agreed to look into this and to report back at the next PC meeting.
The Chair informed that meetings have taken place with Pigeon, Taylor Whippey and she had attended the MSDC Town & Parish Liaison meeting.
Cllr Mitchell informed that she had attended a Village Hall meeting, they need more money to repair the roof at the back of the hall.

14.10 CORRESPONDENCE – To report to the Councillors any correspondence received.

Letters have been received by residents regarding hedges and overflowing ditch addressed previously in the meeting.

15.10 DATE OF FORTHCOMING MEETINGS. 4th December 2023, 15th January, 26th February, 8th April 2024.

The meeting ended at 8.57pm

Chairman

Date