

BARKING PARISH COUNCIL

MINUTES of the Meeting held at Barking Village Hall at 7.30pm
on Thursday 16th May 2013

PRESENT:

Cllr S Butler (Chair)
Cllr M Smith (Vice-Chair)
Cllr P Hollocks
Cllr A Ross
Cllr C Eagles (co-opted during meeting)

IN ATTENDANCE:

Mrs R J Cochrane *Clerk*
2 member s of the public: Craig Eagles, Barry Gascoyne

APOLOGIES:

Cllr M Bailey - *holiday*
Cllr A Smith – *family commitments*

BPC050/13 ELECTION OF CHAIRMAN

Cllr Stephen Butler declared the meeting open.

It was proposed by Cllr Michael Smith and seconded by Cllr Ann Ross that Cllr Stephen Butler be re-elected Chairman of the Council. **Decision** – It was unanimously agreed to re-appoint Cllr Stephen Butler as Chairman.

BPC051/13 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Butler signed the Declaration of Acceptance of Office and continued in the role of Chair.

Meeting adjourned for the next item on the Agenda

BPC052/13 PUBLIC FORUM

Mr Barry Gascoyne raised a question regarding the proposed footway and queried if a footway can be placed on common land and if so what type of surface was being proposed.

Mr Craig Eagles suggested there is the remains of a concrete footway on one side of the road and could that be extended. It was also suggested that BT may need to lay cables when installing superfast broadband, and if so, could the Parish Council charge an easement which would help to fund the proposed footway. Mr Eagles also enquired if any consideration could be made to move a dog bin to the Ladyfield end of the Tye, as there are many dog walkers who use this area of the Tye to exercise their dogs.

Meeting reconvened

BPC053/13 TO RECEIVE APOLOGIES

Apologies were received from Cllr Michael Bailey and Cllr Alex Smith.

BPC054/13 - DECLARATION OF INTERESTS

There were no declarations of interest declared.

BPC055/13 APPLICATIONS FOR DISPENSATION

There were no applications for dispensation.

BPC056/13 ELECTION OF VICE-CHAIRMAN

It was proposed that Cllr Michael Smith be re-appointed Vice-Chair. **Decision** – this was unanimously agreed.

BPC057/13 APPOINTMENT OF REPRESENTATIVES

The following appointments were confirmed:

- i. **Needham Market & Barking Welfare Charities** – Cllr Michael Smith, Susan Marsh, David Bishop
- ii. **Theobalds Endowed Foundation** – Cllr Michael Smith, Shaun Cochrane
- iii. **Barking Village Hall Management Committee** – Cllr Michael Bailey provided he is willing to continue in the role
- iv. **Barking Footpaths Group** – John Dickerson (Chair), Shaun Cochrane, Roy Banyard. Cllr Alex Smith re-confirmed as Parish Council Liaison.

BPC058/13 – EMERGENCY RESPONSE PLAN(S)

Cllr Butler (Chair), Cllr Alex Smith & Cllr Ann Ross were re-appointed members of the Emergency Response Plan Committee for Barking.

BPC059/13 AUTHORISATION OF ANNUAL SUBSCRIPTIONS

- i) **Suffolk Associations of Local Councils. Decision** – approved @ £154 (reduced due to the separation of Darmsden from Barking). Clerk to action
- ii) **Community Action Suffolk (previously Suffolk ACRE) Decision** – Approved @ £30. Clerk to action.

Clerk

Clerk

BPC060/13 TO APPROVE THE MINUTES OF THE MEETING HELD ON 21st MARCH 2013

The minutes of the meeting held on 21st March 2013 were approved as a true record and were duly signed by the Chair.

BPC061/13 MATTERS ARISING FROM THE MINUTES - CLERK’S REPORT

The Clerk reported on actions taken.

- i) **Highway resurfacing** – It was reported that works to resurface the highway adjacent to Barking Nursing Home are scheduled to commence on 16th May 2013. New signs have been erected already. It was reported that there are signs of subsidence near the bank.
- ii) **Emergency Preparedness/Facebook Page** – It was reported that a Facebook page has been set up to complete the suite of social media used by the Council (in addition to the Web Site and Twitter).
- iii) **Road Planings** – It was reported that the Clerk had arranged for the purchase of 8 tonnes of road planings which had just been delivered to the Village Hall car park by Cllr Michael Smith who will fill the various pot holes in the car park and on the Tye.

Cllr M Smith

BPC062/13 CO-OPTION OF COUNCILLOR

It was reported that Mr Craig Eagles had been the only applicant for the position of Councillor (due to the resignation of Denys Hoyland). Mr Eagles was present so was invited to speak and to put forward his reasons for wanting to be co-opted as a Parish Councillor for Barking. He advised that he was interested in making a contribution to the community in which he now resides, having lived in Barking for a year now. It was proposed by Cllr

Hollocks and seconded by Cllr Ross to co-opt Mr Eagles with immediate effect. **Decision** – Proposal approved unanimously. Mr Eagles completed the Declaration of Acceptance of Office and joined the meeting.

BPC063/13 PLANNING

224/13 - Darmsden Hall

It was reported that revised plans had been received relating to the widening of the access road/track and the installation of obscured glazing. It was proposed and resolved that, although Darmsden has now separated from Barking, the Council did wish to comment for the sake of continuity and because many Darmsden residents had attended a previous meeting and had made their views known. It was proposed that, as it had been resolved previously not to support the application and the changes now being proposed did not alter that view, the decision not to support the application should remain unaltered. **Decision** – It was resolved to object to the application in its current form. Clerk to action.

Clerk

BPC064/13 FINANCE

- i. **Annual Report from the Clerk** (*attached to these minutes*) The Clerk presented the 31st March 2013 Year End Bank Reconciliation for approval. Balance @ 31st March 2013 £30,933.62 **Decision** – approved and signed by the Chair.
- ii. **End of Year 2013 Statement of Accounts** The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk.
- iii. **Annual Governance Statement** The Annual Governance Statement for Year End 31st March 2013 was completed by the Council and signed by the Chair and the Clerk.
- iv. **Bank Signatories** The bank signatories were reviewed. **Decision** - It was decided to make no changes to the current bank signatories.
- v. **Clerks Finance Report** (*attached to these minutes*) The Clerk reported on the financial movements since the previous meeting. Balance @ 16th May 2013 was £35,796.62.
- vi. **Authorisation of Payments** **Decision** - Payments totalling £975.87 were approved. Clerk to action.

Clerk

BPC065/13 HAY CROP

It was reported that Mr R Holder is prepared to cut and remove the hay crop from the Tye. **Decision** – It was resolved to ask Mr Holder to cut and remove the hay crop and to make a donation to the Parish Council dependent upon the quality of the hay. Clerk to write to Mr Holder, and also informing him the date of the Fair.

Clerk

BPC066/13 TEMPORARY SPEED CAMERAS

It was reported that SCC Highways had visited Barking and has suggested 3 possible sites for the temporary speed cameras. **Decision** - 1. At Barking Nursing Home site – it was proposed and resolved that this would not, in the opinion of the Council, be a suitable site. The camera would be better placed on the junction/triangle at Parsons Lane so it doesn't distract drivers near the bend. 2. Opposite Holly Tree House/Orchard House – It was proposed and resolved that near the entrance to Top/Middle/Lower Farms would be better, and 3. Opposite Barking Fox - It was resolved that this would be a suitable site. Clerk to respond to SCC Highways accordingly.

Clerk

BPC067/13 COMMUNICATIONS POLICY

A draft Communications Policy was presented for consideration. There was much discussion regarding the Freedom of Information Act and the disclosure of emails if requested to do so. It was agreed in principle to adopt the Communications Policy, but the Clerk is to research the query regarding FOI/emails.

Clerk

BPC068/13 EQUAL OPPORTUNITIES POLICY

A draft Equal Opportunities Policy was presented for consideration . It was agreed in principle to adopt the policy. Clerk to circulate draft wording for adoption at the next meeting.

Clerk

BPC069/13 FOOTWAY

It was reported that the construction of a footway could now be progressed as an application to construct a footway can be made under Section 38 of the Commons Act 2006. If a hard surface is required, consent can be given by the Planning Inspectorate, with no cost for the application. If a loose surface is required, no consent would be needed as it would not impede access. A sample of material often laid over grass to construct footways/parking areas had been obtained and was demonstrated - *Grasscrete*. It was considered to be a suitable material for what is needed. It was further reported that that SCC Highways had agreed to construct a footway through the village some time ago. Part of that footway has already been constructed. The remainder had been held up due to the cost, and the common land situation. **Decision** - It was proposed and resolved to appraise the current staff at SCC of this undertaking, and to request that the completion of the footway now been progressed. Clerk to action.

Clerk

BPC070/13 VILLAGE HALL MANAGEMENT COMMITTEE UPDATE

Cllr Bailey was not present, but the Chair of the Village Hall Management Committee had provided a written report (attached to these minutes) The container which was purchased for temporary storage is in use, with decisions on the next stages to be taken at the next and subsequent committee meetings.

BPC071/13 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

No urgent decisions had been made.

BPC072/13 CORRESPONDENCE FOR INFORMATION

The Correspondence pack was presented for circulation.

BPC073/13 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- i. **Dog Bin** - It was proposed that if the dog bin near the play area on the Tye can be moved, it should be moved to the Ladyfield end of the Tye. Clerk is authorised to make the decision and to arrange for it to be moved if possible.
- ii. **Hedge Cutting** – It was reported that the hedge from Barking Forge to the Barking Nursing Home is very overgrown and needs cutting back. Clerk to action.
- iii. **27 Fox Meadow** – It was reported that a new driveway is being constructed at 27 Fox Meadow by MSDC to enable the new tenants to park their car off the road. Discussion had taken place between the Clerk and MSDC when the Clerk alerted the District Authority to the fact that there was no parking provision at this property. Plans of the proposed block paved driveway had been provided for information only.
- iv. **Fireworks/Bonfire Request** – It was reported that an unofficial approach had been made to the Clerk for this item to be discussed. It was agreed to place the item on the agenda for the next meeting and for the Clerk to encourage an official approach from the Community Council ahead of the meeting.
- v. **Wattisham – Improved Community Engagement** – It was reported by Cllr Eagles that the Wattisham Base Commander wishes to facilitate better community engagement with the surrounding villages, and any suggestions for projects/initiatives would be welcome. It was asked what the military has in mind – does Wattisham Base have any suggestions? Item to be placed on the agenda for the next meeting.

Clerk

Clerk

Clerk

Clerk

BPC074/13 DATE OF NEXT MEETING

Date of next meeting 18th July 2013.

Meeting closed at 9.50pm

Chairman Date