

BARKING PARISH COUNCIL

MINUTES of the Meeting held at Barking Village Hall at 7.30pm
on Thursday 24th May 2012

PRESENT:

Cllr S Butler (Chair)
Cllr M Smith (Vice-Chair)
Cllr A Smith
Cllr P Hollocks
Cllr D Hoyland
Cllr A Ross

IN ATTENDANCE:

Mrs R J Cochrane *Clerk*
1 member of the public: Lynne Bailey

APOLOGIES:

Cllr M Bailey

BPC045/12 ELECTION OF CHAIRMAN

The out-going Chair – Cllr Michael Smith declared the meeting open.

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

BPC046/12 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Butler signed the Declaration of Acceptance of Office and took over the role of Chair.

Meeting adjourned for the next item on the Agenda

BPC047/12 PUBLIC FORUM

There were no questions from the public.

Meeting reconvened

BPC048/12 TO RECEIVE APOLOGIES

Apologies were received from Cllr M Bailey.

BPC049/12 - DECLARATION OF INTERESTS

Cllr Alex Smith declared an interest in item 14 ii) on the Agenda – Diamond Jubilee Funding, due to her being the Chair of the Barking Pre-School. No other interests were declared.

BPC050/12 ELECTION OF VICE-CHAIRMAN

It was proposed by Cllr Hollocks and seconded by Cllr Alex Smith that Cllr Michael Smith be appointed Vice-Chair. **Decision** – this was unanimously agreed.

BPC051/11 APPOINTMENT OF REPRESENTATIVES

The following appointments were confirmed:

Needham Market & Barking Welfare Charities – Cllr Michael Smith, Susan Marsh, David Bishop, Carol Wright

Theobalds Endowed Foundation – Cllr Michael Smith, Carol Wright
Barking Village Hall Management Committee – Cllr Michael Bailey
Barking Footpaths Group – John Dickerson (Chair), Shaun Cochrane, Roy Banyard. Cllr Alex Smith re-confirmed as Parish Council Liaison.

BPC052/12 – EMERGENCY RESPONSE PLAN(S)

Cllr Butler (Chair), Cllr Alex Smith & Cllr Ann Ross were appointed members of the Emergency Response Plan Committee, with Cllr Denys Hoyland appointed an additional member for the Darmsden Emergency Response Plan.

BPC053/12 AUTHORISATION OF ANNUAL SUBSCRIPTIONS

- i) **Suffolk Associations of Local Councils. Decision** – approved @ £211. Clerk to action
- ii) **Suffolk ACRE. Decision** – Approved @ £25. Clerk to action.

Clerk

Clerk

BPC054/12 TO APPROVE THE MINUTES OF THE MEETING HELD ON 15th MARCH 2012

The minutes of the meeting held on 15th March 2012 were approved as a true record and were duly signed by the Chair.

BPC055/12 MATTERS ARISING FROM THE MINUTES - CLERK'S REPORT

The Clerk reported on actions taken.

- i) **Darmsden Litter Picker** – It was reported that Jean Wheeler had subsequently confirmed to both the Clerk and to Cllr Ross that she was willing to continue to pick up litter in Darmsden.

BPC056/12 PLANNING APPLICATIONS

- i) **1299/12 – Williamsport Way, Needham Market** It was proposed that the Council continues to oppose the planning application on the same grounds as before. **Decision** - It was agreed unanimously to oppose the application. Clerk to respond accordingly.
- ii) **01556/12 – Colchester Barn, Barking Road, Barking** **Decision** – Support. Clerk to action.

Clerk

Clerk

BPC057/12 FINANCE

- a) **Annual Report from the Clerk** (*attached to these minutes*) The Clerk presented the 31st March 2012 Year End Bank Reconciliation for approval. Balance @ 31st March 2012 £20, 521.68. **Decision** – approved and signed by the Chair.
- b) **End of Year 2012 Statement of Accounts** The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk.
- c) **Annual Governance Statement** The Annual Governance Statement for Year End 31st March 2012 was completed by the Council and signed by the Chair and the Clerk.
- d) **Bank Signatories** The bank signatories were reviewed. **Decision** - It was decided to make no changes to the current bank signatories.
- e) **Clerks Finance Report** (*attached to these minutes*) The Clerk reported on the financial movements since the previous meeting. Balance @ 24th May 2012 was £24,257.90.
- f) **Authorisation of Payments** **Decision** - Payments totalling £1,179.32 were approved. Clerk to action.
- g) **Appointment of External Auditor** It was agreed that there was no reason why BDO Stoy Hayward should not be appointed as external Auditor for the next 5 years.

Clerk

BPC058/12 THE QUEEN'S DIAMOND JUBILEE CELEBRATIONS

- i) **Beacon & Games on the Tye** - The request from the Barking Community Council to place and light a beacon on the Tye, followed by a brief firework display, on Monday 4th June as

<p>part of the Diamond Jubilee celebrations, was considered and approved. Cllr Michael Smith and the Clerk to determine location of beacon and fireworks. The request to hold a Barking Olympics event on the Tye (egg & spoon/ sack races, etc on Tuesday 5th June was also approved.</p>	<p>Cllr M Smith & Clerk</p>
<p>ii) Diamond Jubilee Funding - It was reported that the Clerk had spoken with all the various Village Groups and Organisations to find out what their plans are for the Jubilee, so funding can be allocated. Cllr Hoyland advised that there would be no request for funding from Darmsden. A request had been received from Barking Pre-School for a £50 donation towards a Jubilee Party (to pay for the food and for an additional member of staff); a request for a £50 donation from the Barking Chapel towards a bouncy castle for their Jubilee Coffee Morning event; and a request from the Barking Community Council for a donation towards the purchase of the beacon and the fireworks. Decision – It was agreed to allocate £50 to the Barking Pre-School, £50 to the Barking Chapel, £300 towards the purchase of the beacon (the full cost) and £150 towards the fireworks, making a total contribution of £500 towards the Diamond Jubilee celebrations within the Parish. Clerk to action. It was proposed that the beacon be put to good use instead of being stored away for several years until the next event (coronation?) -possibly to be a feature within the Parish. Item to be placed on the next agenda.</p>	<p>Clerk</p>
<p>BPC059/12 DONATIONS</p> <p>i) SARS – It had been agreed at the previous meeting that £30 would be donated towards the Suffolk Accident Rescue Service from this year’s budget. Clerk to action.</p> <p>ii) No other requests have been received</p>	<p>Clerk</p>
<p>BPC060/12 HAY CROP</p> <p>It was decided to invite Mr R Holder to cut and remove the hay crop for the 2012 season, and to ask for a donation as in previous years. Clerk to action.</p>	<p>Clerk</p>
<p>BPC061/12 PARISH PLAN</p> <p>i) Update from Steering Group – The Clerk, as a member of the Steering Group, reported that the Project to produce a Parish Plan has been completed and that a balance of £559.30 remains.</p> <p>ii) Allocation of balance of funding - It was reported that Suffolk ACRE has authorised the Parish Council to spend the balance of £559.30 on an issue identified in the Parish Plan. It was proposed and agreed that this sum be put towards the purchase of a new spring rocker for the Tye, as continuing maintenance of the play equipment was identified in the Parish Plan.</p>	
<p>BPC062/12 REPLACEMENT SPRING ROCKER ON THE TYE</p> <p>It was reported that a revised quote has been received from Fenland Leisured which is much reduced. The price can come down drastically if the current rocker foundations remain in situ and a new base and rocker be placed approx. 1 metre away. The new quote to do this is £905+ vat. Decision – It was proposed and agreed to accept this quote and that the £559.30 balance from the Parish Plan would bring the contribution from the Parish Council down to only £345.70. There was some discussion around which design of rocker to order. Cllr Ross and the Clerk to identify a suitable rocker. Clerk to action the order.</p>	<p>Cllr Ross Clerk</p>
<p>BPC063/12 EASEMENT REQUEST – COPPINS, BARKING TYE</p> <p>It was reported that Mr & Mrs Devaux had now applied for a Deed of Grant of Easement for vehicular access to a proposed new dwelling adjacent to Coppins. Decision – Request approved. Clerk to write to Mr & Mrs Devaux and to instruct Mr Chris Storey to determine the value of the Easement in line with the Parish Council’s Easement Policy.</p>	<p>Clerk</p>

BPC064/12 VILLAGE HALL EXTENSION UPDATE

It was reported that Mid Suffolk District Council had advised that if the applicant for the planning application is the Parish Council, only half the usual fee is payable. It had been proposed that, as the Parish Council is also a Trustee of the Barking Village Hall Trust, that it would be in order for the Parish Council to be the applicant. The Clerk had consulted with all Councillors and having had unanimous support, decided to file the application on behalf of the Parish Council. This decision now needs to be ratified formally. **Decision** – it was agreed to support this decision.

Concern was raised that footings for the new extension may be dug and left for some time while funds were being raised to complete the build. It was agreed that the Parish Council, as a Trustee, would closely monitor /oversee building work and ensure there is minimal risk for users of the Village Hall, in particular the Pre-School. There was also concern that any container would only be in place while building work is in hand and will be removed once the store room is completed.

BPC065/12 VILLAGE HALL MANAGEMENT COMMITTEE UPDATE – CLLR BAILEY

Cllr Bailey was not present so there was no report.

BPC066/12 CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

i) General Power of Competence Training - It was reported that the Clerk had attended, at short notice, a training course at SALC with a view to gaining a required additional element to the CiLCA qualification, relating to the new General Power of Competence (which has superseded the Power of Wellbeing). The cost will be split 3 ways with Great Bricett and Creting St Peter Parish Councils. Cost £20 application + £40 training event = £60 divided by 3 = £20 each council . **Decision** – It was agreed to support this decision.

ii) Planning Application for Barking Village Hall – see BPC064/12

iii) Beacon – see BPC058/12

BPC067/12 CORRESPONDENCE FOR INFORMATION

i) Community Governance Review – It was reported that the next stage of the consultation has now commenced, and the correspondence received will be circulated before the next meeting. It was reported that Mid Suffolk District Council is minded to support the proposal to create a separate parish of Darmsden. The Correspondence pack was presented for circulation.

BPC068/12 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

i) Moles – The Chair reported that 3 moles had been caught in traps on the Tye.

BPC069/12 DATE OF NEXT MEETING

Date of next meeting 19th July 2012.

Meeting closed at 9.16pm

Chairman Date