

# **BARKING PARISH COUNCIL**

MINUTES of the Meeting held at Barking Village Hall Annexe at 7.30pm  
on Thursday 11<sup>th</sup> January 2018

## **PRESENT:**

Cllr A Smith - *Chair*  
Cllr S Butler *Vice -Chair*  
Cllr M Smith  
Cllr A Ross - *arrived 9pm*  
Cllr M Bailey  
Cllr R Fellowes

## **IN ATTENDANCE:**

Mrs R J Cochrane *Clerk*  
County Cllr Anne Whybrow  
District Cllr Anne Killett – *arrived 7.35pm*

*The meeting was chaired by Cllr Steve Butler (Vice Chair) until the Chair – Cllr Alex Smith arrived at 9pm.*

### **BPC005/18 PUBLIC FORUM**

There were no members of the public present.

### **BPC006/18 TO RECEIVE APOLOGIES**

All were present. No apologies received.

### **BPC007/18 COUNTY COUNCILLOR REPORT -- *Councillor Anne Whybrow - Report attached to these minutes***

County Councillor Anne Whybrow was present and reported on

- School Travel Consultation – 3 options. Savings have to be made. Consultation ends 28th February. Individuals can respond independently.
- Business Rates – money should stay in Suffolk
- Central Heating systems funding available
- Childcare - an increase in hourly rate
- VAS - the promised permanent VAS unit to be installed near Barking Hall Nursing Home is on order. The preferred site has already been identified by the Clerk in correspondence to Cllr Whybrow
- Locality Grant £1,500 grant approved to the Village Hall for replacement windows.

### **BPC008/18 DISTRICT COUNCILLOR REPORT *Councillor Anne Killett - Report attached to these minutes***

District Cllr Anne Killett was present and reported on

- the plans to merge MSDC and Babergh – won't be happening before 2019 elections
- Plastic Bottles Return Scheme - It was suggested the public need more details so they know what they can recycle
- Community Housing Fund – one way communities can look at their own housing needs
- Native tree planting – Clerk to speak to Tree Warden to determine if any more trees could be planted on the Tye. District Cllr to check what species are available.

Clerk  
Cllr  
Killett

### **BPC009/18 DECLARATION OF INTERESTS**

Cllr Bailey declared a pecuniary interest in the item regarding the Village Hall Windows.

### **BPC010/18 APPLICATIONS FOR DISPENSATION**

None had been received.

### **BPC011/18 TO APPROVE THE MINUTES OF THE MEETING HELD ON 16TH NOVEMBER 2017.**

**Decision** - The minutes of the meeting held on 16<sup>th</sup> November 2017 were approved as a true record and were duly signed by the Chair.

### **BPC012/18 TO APPROVE THE MINUTES OF THE MEETING HELD ON 16TH NOVEMBER 2017.**

**Decision** - The minutes of the meeting held on 28<sup>th</sup> November 2017 were approved as a true record and were duly signed by the Chair.

### **BPC013/18 MATTERS ARISING FROM THE MINUTES - CLERK'S REPORT**

- i. **VAS** – Clerk has notified Cllr Whybrow of the most suitable location for the VAS – between Parsons Lane and Steam Cottage.
- ii. **Locality Fund(s)** – Both were applied to by the Village Hall Committee for a screen and windows, and both applications have been approved
- iii. **Police SNT/Clerks meeting** – This was attended by the Clerk, but was poorly attended. Cllr Butler expressed an interest in attending the next meeting.
- iv. **Babergh/MSDC Joint Local Plan** – Changes to the formal response were sent to MSDC. The changes requested were too late to be included, but there will be a further round of consultations.
- v. **Barking Fox** - There was a brief discussion about the Barking Fox Public House. Clerk to notify the Heritage Team at MSDC that the asset has been closed and empty for over a year and there is growing concern about its state of repair. See also minutes 28<sup>th</sup> November 2018.
- vi. **Stakes outside Village Hall** – No action is yet taken to replace the wooden stakes to prevent parking outside the Hall. Cllr Smith will meet with the Clerk to see what is needed.
- vii. **Village Hall Fence** – It has been confirmed the ownership of the fence is to be transferred to the Village Hall Committee. Clerk to action.
- viii. **Transparency Code Grant** – It was reported that the application has been approved.
- ix. **Parcel of Unowned land** – Nothing done yet other than to establish the cost of legal fees @ £400 plus
- x. **Parish Clerk/Responsible Finance Officer Post** – Interviews have taken place and an offer made – see minutes of meeting 8<sup>th</sup> January 2018

Clerk

Cllr Michael  
Smith/  
Clerk

Clerk

### **BPC014/18 PLANNING**

- i) **4933/16 Land North of 1 Tye Green** – It was reported that this is the third time this has been consulted upon. There is a change to the number of houses being proposed – now 9 instead of 10, but that is the only change from the previous application.  
**Decision** - Barking Parish Council continues to OBJECT to this planning application as proposed. It is noted that the number of proposed dwellings has reduced from 10 to 9, but the view of the Parish Council remains the same and the comments previously made are to be repeated. Clerk to respond within the deadline.
- ii) **DC/17/5945 9 Fox Meadow** **Decision** – Support. Clerk to respond within deadline.

Clerk

Clerk

### **BPC015/18 FINANCE**

i) **Clerk's Finance Report** (*attached to these minutes*)

The Clerk reported on the financial movements since the previous meeting. Balance @ 11<sup>th</sup> January 2018 was £36,417.21. **Decision** - The Report was approved.

ii) **Authorisation of Payments** **Decision** - Payments totalling £1,025.43 from the Community Account were approved and cheques signed. Clerk to action.

iii) **Budget 2018 -19** - The draft budget was received. **Decision** – It was proposed and resolved to set the Budget at £17,235.

iv) **Precept 2018 – 19** **Decision** – It was proposed and resolved to increase the Precept to £9,000 - an increase of 2.72% on Band D . The Precept Demand was completed and signed. Clerk to action within the deadline.

Clerk

Clerk

### **BPC016/18 GRANT APPLICATIONS**

i) **Barking Village Hall Management Committee** – It was reported that although a grant of £1,500 has been approved by Cllr Anne Whybrow, this still leaves the Committee short of just under £1,500 as the full cost to replace the windows is £2,933 incl vat. It was suggested that, if the works were authorised by the Parish Council savings of nearly £500 could be made in respect of the vat. Cllr Anne Whybrow advised the grant of £1,500 could be redirected to the Parish Council if that would help. **Decision** – It was proposed and resolved that, with the agreement of the Village Hall Committee, the Parish Council would take over the project, place the order for the windows, receive the grant of £1,500 from SCC and fund the balance of £1,433 (incl vat of 488.83). The funds to be taken from the balance left in the grant budget of £378.50 plus £13.50 from the 2017 calendar sales = £392 and the remainder from LCTR Fund. Clerk to action.

ii) **Headway** – As no more funds are left in the budget for 2017 – 18, item to be placed on the agenda for the next meeting to consider a donation from the 2018 -19 budget.

iii) **SARS** - As no more funds are left in the budget for 2017 – 18, item to be placed on the agenda for the next meeting to consider a donation from the 2018 - 19 budget.

Clerk

Clerk

### **BPC017/18 PLAY EQUIPMENT REPAIRS**

It was reported that the ROSPA Play Inspection had highlighted several repairs needed to the play equipment on the Tye. A quote has now been received from Fenland Leisure Products amounting to £1,886.15 for repairs to the junior and cradle swings, balance beam, and burma bridge. The main repairs to the swings are free of charge as they are still within warranty. **Decision** – It was proposed and resolved to proceed as these repairs are good value for the amount of work involved and the fact that these should last several years. Clerk to action.

Clerk

### **BPC018/18 REQUEST FOR REPEAT NON INVASIVE MAGNETRONOMY SURVEY OF BARKING TYE**

It was reported that Suffolk Archaeology has now formally applied for permission to undertake the survey. A comprehensive and professional application has been received plus evidence of public liability insurance, which clearly confirms that they would be responsible for the task/survey and for site management. Just a few areas need to be checked – number of people present at any one time, parking of a vehicle, and date/duration. **Decision** – it was proposed and resolved that provided the Clerk is satisfied with the outstanding issues, permission would be granted to Suffolk Archaeology. Clerk to action.

Clerk

### **BPC019/18 VILLAGE SIGN**

It was reported that although the decision had been taken previously to repair the Village

Sign, the decision of what colour was still to be taken. **Decision** – It was proposed and resolved to paint the sign in full colour – brown plough, gold mitre and robe, green and brown trees, gold lettering and red and gold crest. Clerk to action.

Clerk

**BPC020/18 VILLAGE HALL MANAGEMENT COMMITTEE UPDATE**

Cllr Bailey reported that it is planned to replace the windows at one end of the Hall, to remove the cupboards in the Hall, and to possibly erect an outside shed.

Clerk

**BPC021/18 CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

**i) Fireworks of the Tye** – It was reported that, on New Year’s Eve, a group of residents let off fireworks on the Tye, in very close proximity to the road. It is understood that the Neighbourhood Watch Co-ordinator spoke with the group immediately, established who they were and was informed by the group that they were told by their landlord they could let off fireworks on the Tye. The NW Co-ordinator informed them it is an offence to let off fireworks within 50 feet of the carriageway. Numerous plastic cones were found on the Tye the next day, so the Clerk spoke with those responsible and requested that the debris be removed as soon as possible, as it was hazardous to both animals and children (choking hazard). This they undertook to do. It is understood that vehicles associated with the same property are routinely parking on the Tye, again in contravention of the Bye Laws.

**Decision** - The Clerk was authorised to write formally to those responsible to remind them of the Bye Laws and the law in relation to fireworks, with a copy to their landlord if possible.

Clerk

**BPC022/18 CORRESPONDENCE FOR INFORMATION**

The ‘correspondence for information’ folder is to be circulated. All reminded again to circulate this folder promptly once received.

All

**BPC023/18 EXCLUSION OF THE PRESS AND THE PUBLIC FOR THE NEXT ITEM OF A CONFIDENTIAL NATURE**

**i) Review of Clerk’s Salary** It was reported that the recommended salary increase with effect from 1<sup>st</sup> April 2017 had not yet been authorised by the Parish Council. **Decision** – It was proposed and resolved to increase the salary in line with the recommendations. Clerk to action.

Clerk

**BPC024/18 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**

**i) Hedge from Forge to Ashburnham Farm** - needs cutting back. Clerk to inform SCC.

Clerk

**ii) Litter** - on verge between Parsons Lane and entrance to Priestly Wood (non-footway side of road). Clerk to inform MSDC.

Clerk

**BPC025/18 DATE OF NEXT MEETING**

Date of next scheduled meeting will be Thursday 15<sup>th</sup> March 2018 to be held at Barking Village Hall Annexe at 7.30pm.

Clerk

*Meeting closed at 10.10pm*

Chairman ..... Date .....



Anne Whybrow  
Bosmere

January Newsletter

Covering Badley, Barking, Battisford, Baylham, Combs, Great Bricett,  
Little Finborough, Needham Market, Nettlestead, Offton,  
Ringshall, Somersham, and Willisham



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Suffolk County Councillor

The Old Rectory

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### Suffolk school travel consultation launched

Suffolk County Council has called for unity in efforts to find a long-term solution to providing affordable home to school transport as a major public consultation gets underway.

People who give their views as part of a consultation on the future of school travel in Suffolk will be listened to carefully and have the opportunity to influence the final outcome, the council has said.

The two and half month consultation, which starts today (Tuesday 12 December), invites people to help the council shape the future of school and post-16 travel policies.

Suffolk County Council has already listened to headteachers and included additional options in the consultation document. The pledge today is to do more of the same as the authority seeks help to find a long-term solution to the funding issues facing home to school transport. In Suffolk, £21 million of taxpayers' money is spent per year getting children to and from school. Suffolk County Council has already introduced a number of efficiency changes to the service saving around £2.6 million.

Now, like many other councils across the country, the authority needs to consider making more significant changes. It is therefore consulting on changing its school and post-16 travel policies so the service can be affordable, sustainable, and capable of meeting growing demand in the future.

The council's current school and post-16 travel policies go above legal requirements, which means around 2400 children and young people receive free/subsidised school or post-16 travel that Suffolk County Council is not legally required to provide and that they wouldn't get in many other parts of the country. In addition, around 2400 children receive free travel to schools further away than legally required to provide. The proposed consultation seeks views on changing these policies and includes three alternative options, pre- and post-16.

**Option 1:** In September 2019, change the school travel policy so that it is in line with the legal requirements. This would mean implementing all the changes in one go, including ceasing free travel to the transport priority area schools where it is not the pupils' nearest.

**Option 2:** From September 2019, introduce the changes year by year as a child joins or moves school so that it is in line with legal requirements. This means that we would introduce all the changes on a phased basis. This option would cost Suffolk County Council an estimated £8.8 million to implement.

**Option 3:** Make no changes to the school travel policy but make savings from other services provided by Suffolk County Council.

Suffolk County Council is also asking for feedback on several other matters, including using Rights of Way as part of the way distance to a school is measured and a range of local solutions, such as Local collection hubs and opt-in to travel, which we have developed with a range of schools.

Further details on these options can be found on the consultation website: [www.suffolk.gov.uk/schooltravel](http://www.suffolk.gov.uk/schooltravel)  
(link to go live at 5.00pm)

To have your say from 9.00am on 12 December please fill out the consultation survey, alternatively you can download a hard copy from the website and return to:

Suffolk County Council – school and post-16 travel consultation  
Endeavour House, 8 Russell Road, Ipswich, Suffolk, IP1 2BX

The consultation will run from 12 December 2017 to 28 February 2018 and there will be a full programme of events and opportunities for discussion. This includes consultation workshops where you can consider themes from the consultation, the proposals and general questions and answer sessions.

Venue	Room	Date	Time
<b>Kesgrave Conference Centre</b> <i>Twelve Acre Approach, Ipswich IP5 1JF</i>	Orwell Room	16 January 2018	19:00 - 20:30
<b>Eye Community Centre</b> <i>Magdalen Street, Eye, IP23 2DH</i>	Main Hall	17 January 2018	19:00 - 20:30
<b>River Stour Trust - the Visitor Education Centre</b> <i>Dove House, Great Cornard, CO10 0GF</i>	VEC	18 January 2018	19:00 - 20:30
<b>Beccles Public Hall</b> <i>Smallgate, Beccles NR34 9AD</i>	Main Hall	22 January 2018	19:00 - 20:30
<b>Lakenheath Pavilion</b> <a href="#">Eriswell Road, Lakenheath IP27 9AF</a>	Main Hall	23 January 2018	19:00 - 20:30
<b>West Suffolk House</b> <i>Western Way, Bury St Edmunds, IP33 3YU</i>	WSH - GFR12 - Meeting Room	26 January 2018	5 sessions between 14:00 - 19:30

### Suffolk is chosen as one of only 10 pilot areas to retain 100% of business rates

The amount of money allocated to each Local Authority in England for the next financial year was announced today by the Secretary of State for Communities and Local Government, Sajid Javid.

As part of the announcement, Suffolk County Council has been named as one of the pilot areas for a new Government scheme to retain 100% of business rates from Council Tax in 2018/19.

In future, Business Rates will be an even greater income stream for all local authorities and this is an opportunity for Suffolk to influence how it will operate in a two-tier system.

Until more information is released from the Department for communities and Local Government it is not possible to say exactly how much additional income this could generate into the Suffolk system.

### Fully funded first-time central heating systems for Suffolk residents

Suffolk's local authorities are now able to provide fully funded central heating systems\* to 514 fuel poor households across Suffolk over the next three years. Around 4 million UK households are in fuel poverty, unable to affordably heat their home to the temperature needed to stay warm and healthy. As well as being on low incomes many of these households are also faced with the additional burden of relying on heating systems that are inefficient and expensive to run

The local authorities working together as the Suffolk Climate Change Partnership have been successful in securing funding from the first round of the Warm Homes Fund for a project worth £4.3 million.

The Suffolk project is being managed by the County Council, administered by Suffolk Warm Homes Healthy People based at Suffolk Coastal District Council and supported with further funding from Babergh, Mid-Suffolk, Forest Heath and Waveney District Councils plus Ipswich and St Edmundsbury Borough Councils. Alongside the first-time heating system, households will also be able to benefit from new insulation measures to make the homes more energy efficient as well as grants from the Suffolk Community Foundation's 'Surviving Winter Appeal' where eligible.

The new £150m fund was established by National Grid using part of the proceeds from the sale of the company's majority stake in its gas distribution business. It will fund the installation of affordable heating solutions in fuel poor households which don't use mains gas as their primary source of heat.

\*subject to survey and conditions

**Mid Suffolk District Councillor Report to Barking Parish Council**  
**11 January 2018**

**Plans to merge Mid Suffolk and Babergh District Councils**

At Babergh District Council meeting, December 19<sup>th</sup> 2017, a 'opposition' motion was lodged with regard to merger with Mid Suffolk District Council, and to remove the Leader of the Council. The Leader of the Council, Councillor Jennie Jenkins resigned as Leader of the Council before the meeting. The motion was passed not to allocate money or staff time to the proposed merger without formal approval of the full Council and before this a new local referendum should be held. Also relevant to the process is the advice from central Government that Parliamentary time between April 2018 and April 2019 has been entirely set aside for Brexit matters and therefore it is unlikely that a merger could be implemented before May 2020. Implications for Mid Suffolk are that work will continue with the stakeholder engagement and with developing a draft Business Case. Elections, with the reduced number of wards and the new warding patterns from the Boundary Review Process will go ahead in May 2019.

**Staffing**

Response to a councillor question confirmed considerable staff turnover; 01-04-2017 to 30-11-2017: 83 leavers, 56 starters. A report from the Cabinet member for the environment revealed vacancies having an impact in the licensing, building control, planning enforcement and heritage services. In Development there have been recent new appointments, which will be important in the next stage of the Joint Local Plan.

**Plastic Bottle Return - council support for Government pilot**

China's decision to refuse UK plastic waste, and increased public understanding of the horrors of single use plastics in the environment following David Attenborough's Blue Planet programmes have both drawn attention to plastic recycling. A motion was passed at MSDC on 21<sup>st</sup> December for the Chief Executive to write to Michael Gove to say that MSDC supports a Deposit Return Scheme, and would seek to participate in any pilot where it would improve environmental outcomes and reduce costs in Suffolk.

**Community Housing Fund**

On 6<sup>th</sup> December I attended a workshop about the Community Housing Fund. This aimed to help communities to feel informed and confident about how to apply to the Community Housing Fund and identify its potential in their community. The Community Housing Fund is an annual fund of £60m a year to help 148 communities nationally tackle housing need in areas of high levels of 2<sup>nd</sup> homes or with affordability issues in rural areas. MSDC has been awarded £225,476 this year, East Suffolk have received around £3m. The money was raised through stamp duty on second homes. MSDC will use some of their money to pay for a post for 2 years to help community schemes with the post holder working flexible hours to enable them to work with community groups (e.g. evenings). Communities could apply to the fund for help with e.g. professional fees, or conducting housing needs survey. Communities can set up a Community Land Trust which can collectively own and manage property and undertake development projects. Scale and financial viability were discussed but it was interesting to hear examples such as a rural exception site in Boxford where viability was helped with 5 homes out of 25 being offered on the open market, and of 5 villages working together on a CLT in the Deben peninsular.

**Locality fund**

I have requested funding for an application from Barking Village Hall, for a screen.

**Native trees** - still looking for sites that can be seen by the public to plant native trees.

**Anne Killett** [Anne.killett@midsuffolk.gov.uk](mailto:Anne.killett@midsuffolk.gov.uk) 01473 658127 Somersham and Barking Ward



CLERK'S FINANCE REPORT

11<sup>th</sup> January 2018

Clerk's report on the Council's current financial position and movements since the last report:

i) Community A/C (██████████): Balance at 3<sup>rd</sup> January 2018 3,920.36  
 Less o/s cheques to be presented 117.00\*\*  
**Total balance £3,803.36**

		<b>Payments</b>	
101655	120.00	BDO LLP	External Audit Fee 2017
101656	468.66	Business Servs. at CAS Ltd	Insurance Renewal 2017
101657	678.52	R Cochrane	Clerks Salary Sept 2017 & Transparency Code Grant back pay 2016/17
101658	1,222.06	Vertas Group Ltd	Grass Cutting July – Sept 2017
101659	26.40	SALC	Data Protection Reform Briefing
101660	60.00	Community Action Suffolk	Website Hosting Service
101661	120.00	R Nash	Grass Cutting Sept/Oct 2017
101662	1,222.06	Vertas Group Ltd	Grass Cutting Oct – Dec 2017
101663	108.00	R M Holder	Grass Cutting – Tye
101664	17.50	The Poppy Appeal	Poppy Wreath
101665	52.00**	W Dalby	Litter Picking Sept 2017
101666	284.54	R Cochrane	Clerks salary Oct 2017
101667	20.00	R Cochrane	Clerks Expenses Sept 2017
101668	25.36	R Cochrane	Clerks Expenses Oct 2017
101669	333.60	M Smith	Removal of play equipment – V Hall
<b>Total out</b>	<b>£4,758.70</b>		

**Receipts**

20/11/2017	306.15	Cleansing Grant
20/11/2017	5,000	t/f from Active Saver Account (33796183)
21/12/2017	267.18	Eastern Power Networks - Wayleave
<b>Total receipts</b>	<b>£5,573.33</b>	

**Payments for authorisation**

101670	3.25	SALC	Good Cllr Guide to Transparency
101671	SPOILT		
101672	78.00	Jake Smith	Litter Picking Oct – Nov 2017
101673	284.54	R Cochrane	Clerks salary Nov 2017
101674	108.00	Heelis & Lodge	Internal Audit Fee
101675	42.98	R Cochrane	Clerks Expenses Nov 2017
101676	114.07	MSDC	ROSPA Inspections
101677	284.54	R Cochrane	Clerks salary Dec 2017
101678	110.05	R Cochrane	Clerks Expenses Dec 2017 & Storage payment
<b>Total to be authorised</b>	<b>£1,025.43</b>		

ii) Barclays Active Saver (██████████): Balance at 15<sup>th</sup> November 2017 **£4,599.23**

Payments: 20/11/2017 t/f funds to Community Account (Current - 20154156): £5,000  
 Receipts: 29/12/2017 Interest £10.80

iii) Barclays Base Rate Reward (██████████) Balance @ 3<sup>rd</sup> January 2018 **£27,930.97**

Payments: n/a Receipts: 1/12/2017 5.74 Interest  
 12/1/2018 6.12 Interest  
**Total Receipts £11.86**

iv) Parish Paths Partnership (██████████) Balance at 15<sup>th</sup> November 2017 **£83.65**

Payments: n/a Receipts: n/a

v) Village Hall Extension Project (██████████) Balance @ 12<sup>th</sup> December 2017 **£0 Account Closed**

**Total funds held @ 3<sup>rd</sup> January 2018 £36,417.21**

R Cochrane 11th January 2018