

## **BARKING PARISH COUNCIL**

MINUTES of the Meeting held at The Annexe, Barking Village Hall at 7.30pm  
on Thursday 16<sup>th</sup> March 2017

### **PRESENT:**

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

### **IN ATTENDANCE:**

Mrs R J Cochrane *Clerk*  
District Cllr Anne Killett  
County Cllr Julia Truelove

### **BPC037/17 PUBLIC FORUM**

There were no members of the public present.

### **BPC038/17 DISTRICT COUNCILLOR REPORT *Councillor Anne Killett Report attached to these minutes***

District Cllr Anne Killett was present and reported on Planning – new Joint Local Plan + White Paper on Housing delivery, Development and Neighbourhood Plans, and the 2017/18 Budget. There was a discussion about Neighbourhood Plans and it was proposed and resolved to add this as an item for further consideration at the next meeting. Clerk to place an item on the agenda.

Clerk

### **BPC039/17 COUNTY COUNCILLOR REPORT – *Councillor Julia Truelove Report attached to these minutes***

County Councillor Julia Truelove was present and reported on Children’s Special Educational Needs, Civil Parking Enforcement, Suffolk’s Libraries and Rogue Fisher Sellers.

### **BPC040/17 TO RECEIVE APOLOGIES**

No apologies had been received

### **BPC041/17 DECLARATION OF INTERESTS**

A pecuniary interest was declared by Cllr Ann Ross in respect of item 10 a) ii. on the agenda – Planning Application no 903/17.

### **BPC042/17 APPLICATIONS FOR DISPENSATION**

None had been received.

### **BPC043/17 TO APPROVE THE MINUTES OF THE MEETING HELD ON 13<sup>TH</sup> FEBRUARY 2017.**

**Decision** - The minutes of the meeting held on 13<sup>th</sup> February 2017 were approved as a true record and were duly signed by the Chair. Proposed Cllr Butler, Seconded Cllr Bailey.

### **BPC044/17 MATTERS ARISING FROM THE MINUTES - CLERK’S REPORT**

- **Cameron Croft** – A meeting is proposed with the owner to review the boundary line. Cllrs Michael Smith and Mike Bailey to accompany the Clerk.

Clerk  
Cllr M  
Smith

<ul style="list-style-type: none"> <li>• <b>2 Bridge Cottages</b> – The incursion issue appears to have been amicably resolved as garden ornaments and picnic bench are reported to have been removed.</li> <li>• <b>Jadewood</b> - A letter is also to be sent to Jadewood reminding the occupant to respect the Bye Laws in respect of parking on the Tye. Clerk to action.</li> <li>• <b>Hay crop</b> – No response yet received from the contractor – Cllr M Smith to chase.</li> </ul>	<p>Cllr M Bailey</p> <p>Clerk</p> <p>Cllr M Smith</p>
<p><b>BPC045/17 CO-OPTION OF NEW COUNCILLOR</b></p> <p>It was reported that there have been no applicants to date. It was agreed that the vacancy will be continued to be advertised in the Four Parishes Magazine. Clerk to action.</p>	<p>Clerk</p>
<p><b>BPC046/17 PLANNING</b></p> <p><b>i) 0721/17 Land adjacent to the Water Tower, Barking</b></p> <p>There was a review of letters of objection received from residents of 3 properties, and a report of a site inspection. <b>Decision</b> – The decision was taken to oppose the application for the following reasons. Proposed Cllr Fellowes, seconded Cllr Ross:</p> <ul style="list-style-type: none"> <li>• The proposal is for the erection of 2 new dwellings on a site which is not considered suitable for development. Material considerations considered relevant to the site:</li> <li>• Barking is designated as 'Countryside' in the Local Plan.</li> <li>• There is NO footway in Barking at the location of this site.</li> <li>• The bus stop is very nearby but provides a 3 times daily service to Ipswich only.</li> <li>• Access is proposed to be from a single width access road from the B1078 within a few metres of an extremely busy junction with the Willisham Road. There have been numerous accidents at this site over the years. The visibility from this access road is very poor. The current and proposed access to this site is not suitable. It is single access with no possibility of it being widened. With 4 parking spaces being provided to service 2 new dwellings, there is the strong possibility of vehicles waiting on the highway at a very busy junction to access the site, while waiting for a vehicle to leave the site. This would not be acceptable and would present a clear danger to highway users and possible conflict with pedestrians.</li> <li>• To the rear of the site is a Water Tower, owned and serviced by Anglian Water. This access road is used by Anglian Water, with heavy machinery, plant and large vans accessing the site. It is not considered to be at all suitable for families with children using this as their only access to and from their home, either by car or on foot. Due to the width of the access this conflict cannot be avoided.</li> <li>• There is also much concern about the suitability of the site for residential dwellings due to the proximity of danger signs warning of high voltage at the site. Large gates, high fencing and barbed wire are currently protecting the site/water tower compound, which implies a potential danger to people, which once again questions whether the site is suitable for residential development.</li> <li>• In the application form, the applicant states there are NO trees on the site. This is incorrect. There are several large trees (at least 5) with many smaller trees along the perimeter.</li> <li>• The Public Right of Way (No 86) which runs through this site appears to have been diverted from its original track, by a considerable way. It now skirts around several small trees. This is a separate matter for SCC Rights of Way, but is relevant and material to this application.</li> <li>• Once again the Parish Council wishes to draw MSDCs attention to the Barking Parish Plan and to the Village Design Statement.</li> <li>• Despite the concerns raised by the Parish Council in response to other recent applications for new dwellings in the parish - regarding sustainability, no lit footpath, very poor access to public transport, poor access to services within Barking (no shop, a</li> </ul>	

currently closed public house, no school, one bus stop with a service to Ipswich only 3 times daily) with a heavy reliance of the motor car to access all services, these have all been largely ignored.

Clerk to respond accordingly to MSDC within the deadline.

Clerk

**ii) 0903/17 Land to the North East of Battsford Road, Barking**

*Cllr Ann Ross left the meeting at this point, following an earlier declaration of interest in this item*

**Decision** – The decision was taken to only support this application for outline permission for this site IF dwellings were single storey or at worst, one and a half storey with a restricted height and for dwellings that have been architecturally designed to reflect the different styles of dwellings in the parish, in particular those along Battsford Road, and are sensitive to the nearby listed buildings. The Council does not wish to see a group of identical dwellings.

The following reasons comments are also to be made to MSDC :

- The proposed development of 3 new dwellings is directly opposite Fairfax House which is a Grade 2 listed building, and in the setting of St Marys Church, Barking (neither Fairfax House nor St Marys Church have been mentioned by the applicant/in the Planning Statement). *Village Design Statement 26. The character of the listed buildings and their settings should be protected particularly from insensitive new development in accordance with the policies of the Mid Suffolk Local Plan.*
- All three proposed new dwellings will have three new accesses directly onto the Battsford Road (IT IS NOT HASCOT HILL as referred to in this application). The visibility on this side of the road is very poor in both directions.
- The Parish Council supported an application for a proposed new development adjacent to Home Farm (Ref 3724/15), which is adjacent to this proposed development, HOWEVER this was on a site already in use with an existing access.
- There is NO footway along the Battsford Road at all. The nearest footway is on the B1078 some several hundred metres away only reached by walking along an UNLIT narrow country lane (Battsford Road). The footway itself is UNLIT from the Barking Forge all the way to Needham Market.
- The bus stop (there is only one in Barking) is sited at the junction of the B1078 and the Willisham Road, ONE MILE from the site this application relates to.
- Barking is designated as 'Countryside' in the Local Plan.
- Despite the concerns raised by the Parish Council in response to other recent applications for new dwellings in the parish - regarding sustainability, no lit footpath, very poor access to public transport, poor access to services within Barking (no shop, a currently closed public house, no school, one bus stop with a service to Ipswich only 3 times daily) with a heavy reliance of the motor car to access all services, these have all been largely ignored. These concerns are to be repeated when responding and once again the Parish Council wishes to draw MSDCs attention to the Barking Parish Plan and to the Village Design Statement.

Clerk to respond to MSDC within the deadline.

Clerk

*Cllr Ann Ross returned to the meeting at this point.*

**BPC047/17 FINANCE**

**i) Review of the Effectiveness of Internal Audit**

A review of the effectiveness of the Internal Audit process was undertaken, as required by the Parish Council's auditors.

**ii) Appointment of Internal Auditor**

Heelis & Lodge were again appointed as a competent and independent Internal Auditor for the 31<sup>st</sup> March 2017 Year End Internal Audit.

**iii) To Review Risk Assessment and Management (Financial)**

The annual financial risk assessment was undertaken as required by the Parish Council's auditors.

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

The Clerk reported on the financial movements since the previous meeting. Balance @ 16<sup>th</sup> March 2017 was £35,802.46.

v) **Authorisation of Payments**

**Decision** - Payments totalling £2,662.11 from the Community Account were approved and cheques signed. £2,000 to be transferred from the Active Saver Account to the Community Account. Clerk to action.

Clerk

**BPC048/17 GRASS CUTTING CONTRACT 2017**

**Decision** – It was proposed and agreed to award the grass cutting contract for the coming season to Vertas Group Ltd (formally EFMS) @ £4,073.57 + vat. Clerk to action.

Clerk

**BPC049/17 DONATIONS**

i) **Rural Coffee Caravan**

It was proposed to fund the cost of the Rural Coffee Caravan visiting Barking Village Hall on 5 occasions during 2017. The current rate to hire the new Annexe is £12 for an afternoon, so the cost will be £60. This will make use of the new Annexe and provide a much needed service to the community. **Decision** – Agreed. Clerk to action.

Clerk

ii) **Needham Market Community First Responders**

**Decision** - It was proposed and resolved to donate £100 to the Needham Market Community First Responders in recognition of the three CPR and Defibrillator training sessions recently undertaken by the group in February at Barking Village Hall, and for the valuable work the group carries out for the community. Clerk to action.

Clerk

**BPC050/17 VILLAGE HALL MANAGEMENT COMMITTEE UPDATE**

Cllr Bailey reported that the new Community Space is completed apart from some snagging issues. The ramp is described as 'shabby' and needs some further work.

**BPC051/17 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

i) **Storm Doris** - It was reported the Clerk ordered the removal of a large limb of a tree on the Tye that had been brought down during storm Doris. Cllr Smith had taken it away for disposal the next day. **Decision** – The action of the Clerk was approved.

ii) **Skip on Tye** – It was reported that the Clerk had approved a request to place a skip on the Tye for a short period during building works at Sunset Cottage. **Decision** – The action of the Clerk was approved.

**BPC052/17 TO CONSIDER EXCLUDING THE PRESS AND THE PUBLIC IN RESPECT OF THE FOLLOWING ITEMS OF A CONFIDENTIAL MATTER**

There were no press or public present.

i) **REVISED CLERK'S CONTRACT OF EMPLOYMENT**

A revised Clerk's Contract of Employment was presented following the previously approved revision in hours from 5 per week to 6 per week, and also the Clerk's Job Description to include additional duties relating to the defibrillator. **Decision** – in principle the revised Contract was approved, but the Chair will check the contract wording before signing.

Chair

**BPC053/17 CORRESPONDENCE FOR INFORMATION**

The 'correspondence for information' folder was circulated. All reminded again to circulate this folder promptly.

All

**BPC054/17 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL**

- i) Seniors Lunch** – Date still to be decided.
- ii) Thicket on Tye** – It was suggested that an area of trees on the Tye should be thinned out. This will be looked at by the Tree Warden.
- iii) Litter adjacent to Moat Farm** – It was reported that there a large amount of litter in the trees opposite Moat Farm. Clerk to check before reporting to MSDC.

Cllrs  
Ross &  
Fellowes  
Tree  
Warden

Clerk

**BPC055/17 DATE OF NEXT MEETING**

Date of next scheduled meeting will be Thursday 18<sup>th</sup> May 2017 to be held at Barking Village Hall at 7.30pm. This will be the Annual General Meeting of the Council.

*Meeting closed at 10.10pm*

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

## **Report to Barking Parish Council 16<sup>th</sup> March 2017**

### **Planning, development and Neighbourhood Plans**

Bill Newman, Strategic Manager for Corporate Planning, recently led a training session for Babergh and MSDC Councillors on Planning for Growth, the Planning Policy Framework. Both the BDC and MSDC Local Development Plans are to be replaced with a joint plan. Seven months work to update the evidence base is now complete, and with the Government White Paper (The Housing White Paper: Fixing Our Broken Housing Market published in February this will contribute to the development of the new joint local plan. The White Paper proposes a 'housing delivery test' to allow the government to intervene where there is insufficient housing development in local areas. But the White Paper also proposes giving communities a stronger voice on 'design'. I asked what aspects might be considered under design, and this could be local distinctiveness and character. The advice is to get such points into a Neighbourhood Plan. The local policy framework for planning includes the local plan and also a neighbourhood plan – where supported by the local community at a referendum and adopted. I see from your reports there is Village Design Statement (2002) for Barking and a Parish Plan – 2011. An adopted Neighbourhood Plan has to be taken into consideration when determining planning applications. This is being cemented in the new Neighbourhood Planning Bill which is currently with the House of Lords. When weighing between a Local Plan and a Neighbourhood Plan most weight will be given to the most recent where the two are in conflict. There are examples where Neighbourhood Plans have been ignored of decisions being overturned in the courts.

The joint scrutiny committee are currently working on the issue of support for parishes who wish to prepare Neighbourhood plans. Bill Newman or a member of his team are very willing to come to talk to parishes considering this. With the volume of development activity in the Barking area, and the national context of a government pushing for development and growth, I wonder if it is worth considering updating the Parish Plan with a Neighbourhood Plan?

### **Budget 2017/18**

As you will now have seen in your Council Tax bill the budget for 2017/18 was approved with an increase in Council Tax of 5p per week for a Band D property. Council House rents will reduce by 1%, as required by Government legislation; the average rent reduction will be 84p per week.

Sheltered housing service charges will go up by a maximum of £4 per week.

Spending on Capital Projects will be cut by £1.5 million in 2017/18 and for the following 4 years.

For many years the Council has failed to meet its capital spending targets and there have been large underspends of revenue expenditure. As an example, the large underspend on housing adaptations to assist disabled residents has been blamed on the shortage of Occupational Therapists to undertake checks and plan housing adaptations. We must find a way to speed up this work, and this was one of the proposals in the Green Party Councillors alternative budget. We also proposed using £2 million could be used to get homes built; besides the obvious benefit to residents who need to be able to upsize, downsize or buy or rent their first home, New Homes Bonus and Council Tax income from the new homes would show a return on the investment and improve the Council's financial position. Currently there are permissions for 2,300 homes granted but they are not being built. Housing completions are way below the numbers needed and there is a desperate shortage of affordable housing and private rental homes.

**Anne Killett 01473 658127 [anne.killett@midsuffolk.gov.uk](mailto:anne.killett@midsuffolk.gov.uk)**

# PARISH REPORT MARCH 2016 BOSMERE DIVISION

## County Councillor Julia Truelove

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### DEVOLUTION UPDATE

Following Government direction, Norfolk, Peterborough, Cambridgeshire and Suffolk are now working together. An agreement to bring devolution to East Anglia could be confirmed within the next few days. Among proposals across the region are those relating to Highways, and Health.

It would also appear that an elected Mayor for the region will be a Government requirement. Voting could take place next year.

### SYRIAN REFUGEE RESETTLEMENT PROGRAMME

Government funding of £90,000 has been provided by Central Government to help those refugees who arrive in the first year from Syria. The Government will cover the cost of social care for each refugee who comes to the UK, over a five year period.

The refugees will be housed in the 'built up' areas of the County, as then they will have easier access to the range of services available to them. Quote: "Due to the small number of families arriving at any one time, there is not expected to be a negative impact on the wider community" S.C.C.

There is partnership working under the leadership of the Public Sector Leaders group, which comprises District and Borough Councils, police, health, community, and faith organisations. At a practical level, volunteers are needed to befriend refugees, especially speakers of Arabic, and drivers with a van or trailer who can move furniture when houses are found for the refugees.

### PARK AND RIDE COULD BE SAVED

S.C.C. is presently consulting with Ipswich Buses, and other bus companies, over the proposed closure of the Copdock and Martlesham Park and Ride facilities with a view to re-launching the services, and so keep the two services running.

There is presently a subsidy of £3.27 per passenger which S.C.C. wish to reduce. Details of the proposals will be known before too long. Retaining these services, whilst continuing to regret the loss of the Norwich Road Park and Ride, is important and necessary.

### SHORT STAY GYPSY AND TRAVELLER SITES – SHORT STAY

The response to the provision of such sites engaging S.C.C. and the public has been assessed. One outcome is that many sites were discounted because they did not meet the published criteria. Those thought to be deliverable will be the subject of public consultation. However, the initial project deadline, which was to have three sites open in different parts of the County by December 2016, is now unlikely to be achieved.

#### FIRE SERVICE CONSULTATION - PROPOSED CUTS

A motion has been tabled against proposals to cut the number of functional fire engines across the County. This will be debated at the next 'Full Council' meeting to be held in March.

#### SPRING CLEAN SUFFOLK – SUFFOLK WASTE PARTNERSHIP

This scheme is already underway in our Bosmere Division with Needham Markey listed as among the Community litter picks registered with the County. Other Parishes already have a well-organised and regular litter pick but are mindful of the 'Clean for the Queen' campaign, which encourages communities to pick during the weekend of 4<sup>th</sup> to 6<sup>th</sup> March. Any group organising the occasion can call their District Council with group information, give details of the location of the planned pick, and request the equipment they require. They can also make arrangements for the Council to collect the gathered litter by phoning.

CLERK'S FINANCE REPORT

16<sup>th</sup> March 2017

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

i) Community A/C	Balance at 16th March 2017	£1,310.08
	Less o/s cheques to be presented	52.00
		<u>£1,258.08</u>

**Payments**

101602	200.00	Headway Suffolk	Donation
101603	24.50	SARS	Donation (calendar sales 2016)
101604	12.99	M Bailey	Replacement drill bits (Kiosk)
101605	125.00	Abbott Electrical	Defibrillator installation
101606	237.12	R Cochrane	Clerks Salary Nov 2016
101607	65.00	Abbott Electrical	New LED lights in kiosk
101608	52.00	William Dalby	Litter Picking – November
101609	19.20	SALC	Clerks Networking/Training Day
101610	237.12	R Cochrane	Clerks Salary Dec 2016
101611	1,186.48	Vertas Group Ltd	Grass Cutting quarter 3
101612	62.50	R Cochrane	Clerks Expenses Nov & Dec 2016
101613	65.00	W Dalby	Litter Picking - December 2016
<b>Total out</b>	<b>£2,286.91</b>		

**Receipts**

16/2/2017	7.00	Calendar sales
20/2/2017	280.80	Cleansing Grant
23/1/2017	1207.75	Rural Payments Agency
30/1/2017	2000.00	t/f funds from Active Saver A/C
<b>Total receipts</b>	<b>£3,495.55</b>	

**Payments for authorisation**

101614	97.20	MSDC	Calendar printing
101615	60.00	CAS	Website Hosting 2017 – 18
101616	237.12	R Cochrane	Clerks salary Jan 2017
101617	52.00*	W Dalby	Litter Picking Jan 2017
101618	313.09	SCC	Street Lighting 2016 – 17
101619	80.00	Citizens Advice Mid Suffolk	Donation
101620	1186.48	Vertas Group Ltd	Grass Cutting
101621	237.12	R Cochrane	Clerks salary Feb 2017
101622	149.10	R Cochrane	Clerks expenses Jan & Feb 2017 & storage 2016-17
101623	150.00	Heelis & Lodge	Internal Audit Fee
101624	52.00	W Dalby	Litter Picking Feb 2017
101625	48.00	M Smith	Hedge Cutting Village Hall
<b>Total to be authorised</b>	<b>£2,662.11</b>		

ii) Barclays Active Saver	Balance at 13 <sup>th</sup> March 2017	<u>£6,588.43</u>
Payments: £2,000	T/F Funds to Community Account	
Receipts: n/a		

iii) Barclays Base Rate Reward	Balance @ 13 <sup>th</sup> March 2017	<u>£27,872.30</u>
Payments: n/a	Receipts: 1/2/2017	5.53 Interest
	1/3/2017	5.34 Interest
	<b>Total Receipts</b>	<b>£10.87</b>

iv) Parish Paths Partnership	Balance at 13th March 2017	<u>£83.65</u>
Payments: n/a	Receipts: n/a	

v) Village Hall Extension Project	Balance @ 13 <sup>th</sup> March 2017	<u>£0</u>
Receipts:		

**Receipts:** £0

**Payments:** 100011 £5,469.50 Barking Village Hall Committee Extension Phase 2 funds

**Total funds held @ 13<sup>th</sup> March 2017** £ 35,802.46

**R Cochrane 16<sup>th</sup> March 2017**