

BARKING PARISH COUNCIL

MINUTES of the Meeting held at Barking Village Hall at 7.30pm
on Thursday 13th February 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*

BPC016/17 PUBLIC FORUM

There were no members of the public present.

BPC017/17 TO RECEIVE APOLOGIES

No apologies had been received

BPC018/17 DECLARATION OF INTERESTS

A personal interest was declared in respect of item no BPC024/17 (hall charges) from Cllr M Bailey.

BPC019/17 APPLICATIONS FOR DISPENSATION

None had been received.

BPC020/17 TO APPROVE THE MINUTES OF THE MEETING HELD ON 26TH JANUARY 2017.

Decision - The minutes of the meeting held on 26th January 2017 were approved as a true record and were duly signed by the Chair. Proposed Cllr Bailey, Seconded Cllr Fellowes.

BPC021/17 MATTERS ARISING FROM THE MINUTES - CLERK'S REPORT

- i) **Donation to Headway Ipswich and Suffolk** – It was reported that the Clerk had requested that administration costs be tightened up following the receipt of 3 identical letters from the charity. Assurance had subsequently been received that the admin process has been reviewed.

BPC022/17 CO-OPTION OF NEW COUNCILLOR

It was reported that there have been no applicants to date.

BPC023/17 PLANNING

- i) **5031/16 Spalding House, Barking – Decision** – It was proposed and resolved to support this application.
- ii) **215/17 Melvington, Willisham Road, Barking – Decision** - It was proposed and resolved to support this application.
- iii) **0376/17 Woodlands, Needham Road, Barking - Decision** – It was proposed and resolved to support this application.
Clerk to respond to MSDC within the deadlines.

Clerk

BPC024/17 VILLAGE HALL HIRE

It was proposed that as the Parish Council is the Custodian Trustee of the Village Hall, it is entitled to have the use of the building for its meetings at no cost, and that no Hall hire charges be paid by the Parish Council effective from the new financial year/commencing April 2017. It was reported that the Council resolved in 2004 to pay the hire charges as the Hall Committee was struggling for funds at that time. **Decision** - After much debate it was resolved not to support the proposal. A revised proposal was made that a £40 contribution for the whole year be made at the beginning on the financial year, equivalent to £5 per booking to cover heating/lighting costs, for an anticipated 8 bookings for the 2017 – 18 Council year. **Decision** – It was resolved to approve this second proposal. Proposed Chair, seconded Cllr Fellowes. The Committee will be encouraged to approach the Parish Council for funding of future projects. Clerk to write to the Village Hall Committee.

Clerk

BPC025/17 SALC MEMBERSHIP RENEWAL

Decision – It was proposed and resolved to renew the SALC membership @ £173.51. Proposed Cllr Butler, seconded Cllr Ross. Clerk to action.

Clerk

BPC026/17 DONATION REQUEST(S)

i) **Fresh Start – New Beginnings** **Decision** - It was proposed and resolved not to approve a grant at the current time as local groups and charities are a priority for the Parish Council. Clerk to respond accordingly.

Clerk

ii) **St Marys Church** – It was reported that the Church needs to improve the footpaths through the churchyard but substantial costs would be involved - £9,000 minimum in total for all paths (double that if timber edged). Also the spoil heap at the far end of the new grave yard needs to be removed. **Decision** – It was resolved that this item should be deferred until a later date when firmer quotes have been received for the projects. Clerk to respond accordingly.

Clerk

iii) **Mid Suffolk Citizens Advice Bureau** – **Decision** - It was proposed and resolved to approve a donation of £80. Proposed Cllr Butler, seconded Cllr M Smith. Clerk to action.

Clerk

iv) **Community First Responders** – It was proposed and resolved that an item be added to the next agenda to consider a donation to the Needham Market Community First Responders in recognition of the three CPR/Defibrillator sessions which had been run free of charge for the Parish in February.

BPC027/17 CAMERON CROFT

i) **Possible incursion onto the Tye.** It was reported that there is evidence that there has been a boundary incursion onto the Tye at Cameron Croft (hedge and possibly a fence) and possibly at neighbouring properties also. **Decision** – Clerk to write to the occupants to remind them where the boundary is and require all encroachments to be removed within 28 days of the letter. There also appears to be a white jumbo bag placed on the Tye outside Cameron Croft. This is also to be relocated behind the boundary line. Clerk to action.

Clerk

ii) **Request to renew lease in respect of land adjoining Cameron Croft** – It was reported that subsequent to this request being received, the Clerk had received further correspondence indicating that an error had been made and that the land in question is not the subject of a lease between the Parish Council and Cameron Croft. This request is therefore withdrawn.

iii) **Request to grant a Deed of Easement** – It was reported that the owners of Cameron Croft have requested to convert the existing 99 year lease to a Deed of Easement in perpetuity. **Decision** – It was proposed and resolved that provided the criteria was met as set out in the Easement Policy, vehicular access to the dwelling house known as Camron Croft as a single access only would be granted. Clerk to action.

Clerk

<p>BPC028/17 TRANSPARENCY CODE FUNDING APPLICATION Decision - Following an earlier approval that an application be made to apply for Transparency Code Funding, the application form was approved @ £935.97 to include software. Clerk to action.</p>	Clerk
<p>BPC029/17 HAY CROP Decision - It was proposed and resolved that the hay crop cutting and removal be carried out by Liz and Aston Ridgewell. Same conditions and terms as last year. Clerk to action.</p>	Clerk
<p>BPC030/17 SUFFOLK MINERALS & WASTE LOCAL PLAN Decision – It was proposed and resolved that it would be the Parish Council’s preference to retain both Great Blakenham and Sproughton, if possible, as minerals and waste sites. Clerk to respond to the consultation accordingly. It was further proposed and resolved that a site visit should be arranged for the Parish Council at the Energy From Waste site at Great Blakenham. Clerk to arrange.</p>	Clerk Clerk
<p>BPC031/17 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) REVIEW OF CLERK’S TERMS AND CONDITIONS/HOURS It was proposed that the Clerks hours of work be increased from 5 hours to 6 hours per week to reflect to increase in workload such as those resulting from the Transparency Code and Defibrillator checks. Decision – It was proposed to increase the Clerks hours to 6 per week effective from 1st April 2017 which will increase the annual salary to £3,414.32. Contract to be amended. Clerk to action.</p>	Clerk
<p>BPC032/17 VILLAGE HALL MANAGEMENT COMMITTEE UPDATE Cllr Bailey reported that the new Community Space is just about ready. Just the flooring needs to be laid and the ramp to the rear door installed/made. The final overall cost is not yet known but it is likely the £5,000 loan will not be needed.</p>	
<p>BPC033/17 CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING i) Haymaking Supplement - It was reported the Clerk decided to sign the haymaking supplement agreement to secure a £1,040.97 payment to July 2018. The agreement needed to be signed within a short deadline to secure the payment. All Councillors were consulted prior to the document being signed. Decision – The action of the Clerk was approved.</p>	
<p>BPC034/17 CORRESPONDENCE FOR INFORMATION The ‘correspondence for information’ folder was circulated. All reminded again to circulate/hand this folder promptly.</p>	All
<p>BPC035/17 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL i) Trees adjacent to Church footpath Trees to the left of the Church footpath are very overgrown to the extent that visibility is impaired along the highway. Clerk to report once again to SCC Highways ii) Pensions Scheme Staging Date – It was reported that the Clerk has brought the Pensions Scheme Staging Date forward to 1st March 2017 iii) Moles – It was agreed that Cllr Butler to try once again to manage to the mole hills on the Tye. He will start near the play area.</p>	Clerk Cllr Butler

BPC036/17 DATE OF NEXT MEETING

Date of next scheduled meeting will be Thursday 16th March 2017 to be held at Barking Village Hall at 7.30pm.

Meeting closed at 9.40pm

Chairman Date