

Minutes of Barningham Parish Council Meeting held on Wednesday 2nd March 2022 at 7:00 pm in Barningham Village Hall.

Present: Cllrs: C Hammond, S Kenyon, S Lusher, W Martineau, J Chalmers, B. Cllr Bull & C Cllr Spicer

The Parish Councils commitment and respect statement was read out by the Chairman and copies were made available to the public:

1. Apologies for absence. Cllr T Steer.

2. Members Declarations of Interest and Dispensations:

2.1 To receive declarations of interest from councillors on items on the agenda. The Clerk declared an interest in item 12 on the agenda. Any correspondence regarding this item will be dealt with by the Chairman.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None.

3. Minutes - to confirm and sign the minutes of the Wednesday 2nd February 2022 meeting were agreed and approved as a correct record.

4. Meeting open to the public

Residents from Mill Road came to the meeting to see what action could be taken regarding traffic/parking in Mill Road/Bardwell Road. See under item 10/11. The owner of the property, where motorbikes are being ridden, came to the meeting to discuss the issue of noise that was raised at the last meeting. The resident told those present that he, and some friends, ride motorbikes on his land. He is aware of the law and said he was permitted to carry out this activity, without the need for any planning permission, for 28 days a year. A number of residents have contacted West Suffolk Council, and West Suffolk Councillor Bull, to raise concerns about the noise this activity produces. Those with concerns were told to keep a record of activity and to report it to the Environmental Health Department at West Suffolk Council. An app for recording and reporting noise is available. See under item 12.

5. Report from County Councillor: J Spicer

Cllr Spicer reported that there has been an avian flu outbreak at Redgrave. The 10km exclusion zone will include Barningham. From 29 November 2021 all bird keepers (whether they have pet birds, commercial flocks or just a few birds in a backyard flock) are required by law to take a range of biosecurity precautions including keeping their birds indoors except in very specific circumstances. There is also a restriction on bird movements within the 10km exclusion zone. Further information can be found on the Gov.uk website.

The new speed restrictions, in Stanton, will be implemented before the end of March. There is an application for the use of 27.56 hectares for the storing, distribution and processing of accident damaged and non-damaged motor vehicles on land at Shepherds Grove, Stanton. This application would mean the gain of a new roundabout and relief road for Stanton but could bring other concerns to the area due to the increase in vehicle movements. The matter will be monitored.

6. Report from WS Councillor: C Bull

Cllr Bull has provided Information for residents in Suffolk on how they can provide support to Afghan and Ukrainian refugees. This will be circulated. The Local plan should be going to committee on the 17th May. As soon as further information is available Cllr Bull will ensure this is shared with the clerk for circulation.

7. Progress reports. For information, from:

7.1 Chairman

5th, 7th, 12th Feb. A resident, from the village, visited regarding a burial reservation in the Lawn Cemetery, her mother had passed away recently. I explained that we are currently reviewing and updating the regulations and layout of the Lawn Cemetery and gave her an update on this. In addition to reserving a plot she would also like to purchase a memorial bench for her late mother. (see under item 16.)

9-14th Feb I researched the rules and advice for community events, for the Jubilee celebrations, from local council, government and Police advice. I received a reply from our Police CEO,

10th Feb I sent this information to Bridgid Martineau.

23rd Feb Received the agenda for the Jubilee meeting.

24th Feb I attended a meeting in the Lawn Cemetery with the Clerk, Village caretaker and two councillors to review problems, layout etc. and future regulations.

28th Feb I attended the Jubilee planning group meeting.

7.2 Clerk:

7.2.1 Review of Parish Council policies

The following documents were reviewed, updated where required and agreed:

Standing Orders* and Financial orders, Risk assessment and Clerk's Contract.

*It was agreed to change the time allowed for the public forum to sixteen minutes, to tie in with the commitment and expectations policy. **Action Clerk**

7.2.2 Annual Keep Barningham Beautiful. To discuss options for a general village tidy up.

It was agreed to hold Keep Barningham Beautiful event again this year. It will take place on 21st May, 10.30 am start. The Clerk will organize some equipment and refreshments for the event.

Action Clerk

7.2.3 Meeting dates. To discuss date for Annual Parish meeting and confirm meeting dates for 2022.

The Annual meeting was confirmed as Wednesday 11th May.

The meeting date for June was confirmed as the 15th June and the October meeting was 12th October.

7.2.4 Grass cutting contract. To discuss grass cutting contract for 2022/23

The Clerk sought two quotes for comparison. Our current contractor was able to provide the best price and as we are happy with their work it was agreed to continue their contract. A query was raised over who cuts the grass by the shop. The Clerk will investigate this. **Action Clerk**

8. Finance.

8.1 the following accounts were approved for payment.

Various	Admin	£1,668.17
The Country Life Landscapes	Church Cemeteries	£63.00

8.2 Bank reconciliation and budget report

The clerk provided a schedule of payments, bank reconciliation and budget report for the Councillors.

8.3 End of year accounts, to discuss arrangements for internal audit.

The Clerk is taking the accounts to the auditor on Wednesday 13th April. Cllr Steer will be asked to carry out an internal review prior to this. **Action Clerk**

9 Jubilee Event

9.1 Update on arrangements

The Clerk provided information about the torch relay that is coming through the village on Monday 16th May 2022. We have been asked if we would like to nominate someone to carry the torch through the village.

At the recent meeting the following was items were discussed.

Friday 3rd June

It was confirmed that permission for use the Cricket Meadow lies with the Parish Council, who have so consented. Julie SurrIDGE will ensure that the school is aware the field is being used. The Parish Council has public liability insurance to cover the recreation field's authorised use. The Clerk will investigate arrangements for rubbish collection. Carol Hammond drew attention to the West Suffolk Council Resilience webpage: [Event safety - Suffolk Resilience](#). She has notified the police and they have no objection or concerns. First aid: no conclusion was reached. Church Cottage has representative on the Parish Council and they and The Beeches supports the event. Henry's Hog Roast: Attendance has been confirmed as caterer. Food to be paid by all guests, including all children, subsidies are being considered after further discussion with the Parish Council. There will be a free lunch for the band. Cost still to be agreed with Henry, as well as head count estimate. An important note for the posters - all guests are to bring their own drinks.

Gislingham Band: attendance confirmed as musicians. They will need tent, seating, food, electric power & bus parking - power and parking to be supplied by school (power until 4pm) confirmed by Julie SurrIDGE.

Ice cream vendor Komocsim Magic Ices of Newmarket: confirmed but attendance appears subject to doubt. Need 2nd option as standby. The follow games were suggested, rounders', Nicola Martineau to action, tug-of-War, Julie SurrIDGE to action.

Tables and chairs will be supplied by the Martineau's, Anton and the Village Hall

Bunting & tablecloths: suggest any salvageable bunting/tablecloths from Friday can be reused at the hall for the Saturday event. Action: Kate to source.

Tents: Anton agreed to check & confirm. Toilet facilities: to be made available by the school, confirmed by Julie.

The time for Morris dancers was confirmed at 1.30 and 3pm

Church of St Andrews:

School artwork display has been discussed with, and support given by, Rev Cathy – confirmed by Julie. Flower displays in red / white / blue: action Brigid.

Advertising posters to hang on lamp posts and affix to noticeboards & shop front door: action Julie & Nicola with deadline Easter weekend for layout. NB: inclusion of liability disclaimer recommended.

RAF flypast: action Tony Steer to follow up on availability.

Saturday 4th June 2022.

Open gardens are unlikely to go ahead due to lack of response from residents.

Village Hall Cream Tea event: 2pm-4pm – agreed. Scones/tea providers – action Julie to consider constituting a separate sub-committee and follow up. Stalls: to be located adjacent to village hall, with option open to takers, and attracting a suggested £10 / stall charge. Bodyshop & ceramics people may be interested as potential stallholders – action Julie & Village Hall Committee to investigate.

Garage Sale bric-a-brac option to remain open. Details could be shown on Facebook.

Sunday 5th June 2022.

11am church service & picnic: to be held in the grounds at Barningham House, courtesy of Nicholas & Nicola Martineau

Budgetary items:

Printing cost, modest per Julie & Nicola.

Band cost: £150 fee + estimated £70-80 lunch cost. Quote given to West Suffolk Council for a contribution. No commitment yet. Action Carol Hammond to request Carol Bull to supply Council with lunch cost estimate, and to follow up on both items.

Bunting cost Unresolved

Table cloths cost estimated £100.

Morris Dancers fee, £75.00

Village shop will be contacted about making a financial contribution. Action Brigid to contact owner Blakemore to investigate.

The next Committee meeting date is Thursday 7th April 2022.

10. Mill Road

To discuss traffic and parking issues.

Some residents of Mill Road and Bardwell Road came to the meeting to discuss the ongoing issue with speeding vehicles and parked cars in Mill road. It is hoped that the problem might ease now the building work at the school has finished. A number of suggestions were made including improving/moving the signage, extending the drop off time and renewing the road markings. Cllr Spicer will arrange a meeting with the school to discuss these concerns and suggestions. The Parish Council chairman will also attend.

Action Chairman/Cllr Spicer

11. Bardwell Road/Church Road

To discuss issues with parking for school drop off and pick up.

See above, item 10.

12. Off Road Motorbike noise.

To discuss concerns over noise from off road motorbike activity.

The owner of the property, where motorbikes are being ridden, came to the meeting to discuss the issue of noise that was raised at the last meeting. See under item 4.

13. Aggies Piece

Request for memorial bench.

A request has been received for a memorial bench, for the late Michael Heaney, to go in Aggies Piece. The Parish Council supported this. The Clerk will liaise with the relatives to make the arrangements.

Action Clerk

It was reported that a tree has come down, near the road. The Clerk will contact Peter Kerry and ask him to look at this, and any other issues that need attention.

Action Clerk

14. Caretakers report Circulated.

Extra work this month has focussed around the cemeteries. I removed the spoil from one burial and have been involved in extensive discussions about current and future burial policy. I will book the spoil removal out as normal work rather than overtime. In both cemeteries I have started to remove Christmas wreaths from graves. As I write I have not had the opportunity to experience post-storm Barningham.

15. Play area /Cricket Meadow to receive any update.

No report this month.

16. Churchyard/Cemetery

16.2 To discuss options for changes to the Lawn Cemetery.

A meeting was held to discuss various concerns in the Lawn Cemetery. The overall layout was discussed. Further information is required from the grave digger but it was felt unlikely that the original plan, with a cross path will be able to be followed. It was agreed that we will no longer reserve plots. The current request will be allowed but it will be the last. We will be speaking to the grave digger to confirm plot size and depth. The Clerk is looking in to options for spoil removal. We may need to increase the fees to accommodate any extra expense. The paperwork for both the notification of burial and deed of grant are being updated as will the Cemetery regulation to reflect any changes. The scattering of ashes will no longer be permitted.

16.3 Cemetery planning software

The Clerk has sourced some mapping software for the Cemetery. There are no set up costs or monthly/annual fees, there is just a £10 cost for adding a listing once the account has been set up. Drone footage of site will provided free of charge. The clerk will set this up when time allows.

16.4 A request for a memorial bench, for the late Jane Page, was received. The Councillors are happy for this to go ahead. Further details about the bench and location are being considered.

Action Clerk

17. Neighbourhood Plan.

To receive any update.

No update currently. We are still waiting for information from West Suffolk Council.

18. Planning

18.1 DC/22/0293/HH | Householder planning application - single storey rear extension | Mill Green House 1 Jarrold Close. **No Objection.**

18.2 DC/22/0303/TPO | TPO 345 (2002) - Tree preservation order - Copper Beech (T3 on plan, T3 on order) asymmetric lateral crown reduction, shortening branches by approximately 2 metres in length on north eastern aspect (the aspect facing Beech House) | Beech House Millers Yard Hopton Road. **No Objection.**

19. Councillors reports and items for future agenda

19.1 Emergency plan update.

Cllr Baxter has almost completed updating the plan. She has taken on board suggestions about the maps and has provided more information about the areas Councillors are responsible for. Hepworth Parish Council has been in touch about using our village hall as potential alternative location for Hepworth, they are happy to reciprocate, should the need arise. The Parish Council thanked Cllr Baxter for all the hard work she has put into generating and keeping the plan up to date.

20. Correspondence for information

None received.

21. Date of next meeting 6th April 2022

To consider the exclusion of the public and press in the public interest for consideration of the following items:

21.1 Personnel Issues. None.

21.2 Legal Issues. None.