

Present: Cllrs: A Steer, R Baxter & N Greenwood,

1. **Apologies for absence.** Cllr W Martineau, C Hammond, S Lusher, A Woodward C. Cllr J Spicer & B. Cllr Bull.

2 **Members Declarations of Interest and Dispensations:**

2.1 To receive declarations of interest from councillors on items on the agenda. None.

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** - The minutes of the Wednesday 5th June 2019 meeting were agreed and signed as a correct record.

4. **Meeting open to the public**

Members of the bowls club came to ask if the Parish Council would be able to make a financial contribution towards a new mat for the Club, the total cost would be in the region of £700. The existing one hasn't been replaced for many years and is getting very tatty. It was decided that as so few councillors were present that the item would be put on the next agenda for further discussion. In the meantime the Clerk will contact Cllrs Bull & Spicer to see if they are able to make any contribution.

Action Clerk

5. **Report from County Councillor: J Spicer**

Cllr Spicer was unable to attend the meeting.

6. **Report from West Suffolk Councillor: C Bull**

Cllr Bull was unable to attend the meeting but sent the following report: C.Cllr Bull is very pleased to confirm that she shall be contributing £250 towards the defibrillator and she is in the process of completing the application. With regards the SCC self-help scheme Cllr Bull has spoken Martin Hosker, West Suffolk's Health and Safety Service Manager and he has provided the following links which may be of help in relation to litter picking and carrying out risk assessments: <https://www.westsuffolk.gov.uk/lwyl/arrangelitterpick.cfm>.

<https://www.westsuffolk.gov.uk/lwyl/upload/Guidance-for-Volunteer-Litter-Pickers.pdf>

<https://www.westsuffolk.gov.uk/lwyl/upload/risk-assessment-for-litter-picking.pdf>

<http://www.hse.gov.uk/risk/casestudies/>

Cllr Bull hopes that the street light installation is now moving ahead and our contact at SCC now has all he needs from her end.

There has been a lot of interest recently in waste recycling with particular reference to plastics. The following is a link to the "Where recycling goes" page of the Suffolk recycling website which people may find informative and reassuring: <https://www.suffolkrecycling.org.uk/learning-zone/where-recycling-goes>

7. **Report from Police**

No report received

8.1 **Chairman's report**

No report this month.

8.2 Clerk:

8.2.1 Suffolk County Council no longer have the budget to carry out all the works on the Highway many Parishes would like to see done. They are proposing a scheme that would enable Parish Councils to carry out works, including, weed clearing, sign clearing, grass cutting, gully clearing etc. SCC would train members of the Parish Council/volunteers to undertake these works. The Clerk attended the SCC (Signing, Lighting and Guarding) Training Course and was greatly concerned at the implications of this scheme. It would appear that any works on the highway, including public rights of way, would need to be carried out by a trained operator, under the management of a trained supervisor. It was agreed that from a parish council's point of view these works could include, in addition to the works listed, litter picking (both regular street cleaning carried out by employees/contractors and one-off village events), changing the VAS and remedial repairs to street furniture. The training certainly opened the Clerk's eyes to the amount of work involved in making the highway safe for operators to work on. It would seem the barest minimum our employees, contractors or volunteers needed to cut a verge for example (this could be any works as noted above) would be the use of: men at work signs, cones and a marked vehicle (removable chevrons and flashing lamp?). The training also discourages lone working. Several concerns are immediately apparent: The Clerk raised her concerns with SCC and a meeting to discuss the ongoing scheme has been arranged for the 8th August with Cllr Mary Evans, Cabinet Member for Highways, Transport and Rural Affairs and Mark Stevens (Assistant Director Operational Highways, Suffolk County Council). The Clerk will take a list of concerns to this meeting as it would seem that parish councils, particularly small, rural councils who only have one or even no employees, are at a gross disadvantage where this scheme is concerned.

It was also suggested that we look at how other Councils deal with this problem. **Action Clerk**

8.2.2 Defibrillator. To agree contract with Blakemore Retail

The Clerk has received a proposed agreement from Blakemore retail. In this Blakemore Retail agree to undertake the full installation and connection of a Defibrillator provided by Barningham Parish Council at the SPAR store. Daily operational checks to be conducted by Blakemore Retail SPAR Barningham and the equipment to be maintained by Blakemore Retail SPAR Barningham (Daily). The contract was agreed. The clerk will return it to Blakemore so that they can organise where the unit will be mounted. **Action Clerk**

8.2.3 New streetlight for Bishops Croft

This matter is still in hand.

9. Finance.

9.1 The following payments were approved and signed by two signatories.

9.1.1 Administration Admin £1,694.40

9.1.2 Sunshine Gardens, grass cutting £1236.00

9.2 Bank reconciliation and accounts update.

The Clerk provided the Councillors with a bank reconciliation, income and expenditure account details and a budget report.

10. The General Power of Competence

To agree the adoption of the above power.

It was decided to discuss this at the next meeting as there were so few councillors present. The Clerk will circulate some information about the power prior to this meeting. **Action**

11. Village Hall

See under item 4

12. Neighbourhood Plan

The Clerk had a telephone conversation regarding the master planning technical package. They have sent a follow up question, asking what we hope the outcomes will be from the master planning package. We agreed that in addition to wanting an assessment that is free of bias we also want access to planning and design expertise that, as a group, we do not have. We want to ensure that we deliver the best design that we can and in order to do this we need the help of the master planning package. The Clerk has met with SWLT and they are undertaking a wildlife audit. She is hopeful they will be finished with this soon. The Clerk sent off the map with the Character Assessment to Ian Poole. He will do some more work on the important views, trees etc.

There appeared to be an issue with emails not being received again. Tony will set up a WhatsApp group to avoid this situation occurring again. The Green spaces work has been completed and passed on to Ian Poole. Cllr Steer has made the changes discussed at the last meeting and the information is now ready for exhibiting at the public meeting. The final SOA document has now been received and the group were happy to adopt it. The Clerk will write to all the landowners to give them an update. It was agreed that we should apply for the 'Design Code' technical package. We are starting to think about structuring the Plan document. To this end Ian will send out a draft template document and the group will begin work on the text. The next meeting is on the 15th July

13. Speedwatch/VAS

Cllr Steer has picked up the speed gun. He will look at the cost of recalibrating the gun opposed to purchasing a second hand gun.

Action Cllr Steer

14. Councillors reports and items for future agenda

The Clerk was asked to find out about the parking issues on Bishops Croft discussed at the last meeting with Cllrs Spicer and Bull. The recovery truck seems to be parking in the drive and not on the green currently.

Action Clerk

A request has been received from some young people, who use the cricket meadow, for some jumps to be landscaped out of the mound. Cllrs Baxter & Greenwood will speak to the youngsters and ask them for some design ideas. The Clerk will speak to the school and see if we can get some costs for the earthworks.

Action Cllrs Baxter, Greenwood & the Clerk

Peter Kerry will pick up the dead tree, adjacent to Millfields, next time he is coming through the village.

15. Aggies Piece

Peter Kerry is planning to come in August to trim the pathways again at Aggies and Barningham hedges for the summer. He was sorry to hear about Eddie Sier and thought it was a great idea re the tree. A Silver Birch would be fine as long as it has plenty of space to grow in an open area.

Nick will get in touch with Peter Kerry to discuss the work.

Action Cllr Greenwood.

16. Caretakers report Circulated

As promised last month, I have tackled the shrubs along the elevated path with my shears; I have also cut back the brambles around the bins on the Cricket Meadow. The bin on the corner of Church Road at the B1111 is still just visible in the bushes there. Apart from some pavement sweeping there has been no other activity this month.

17. Play area reports

There is a wait of 6-8 weeks for the replacement post on the swing set. The wet pour should be repaired within the next month.

18. Churchyard/Cemetery

To discuss current cemetery fees.

It was decided to discuss this at the next meeting as there were so few councillors present.

19. Planning Matters

19.1 DC/19/1207/LB | Application for Listed Buildings Consent - Replacement of the existing timber windows with new historic timber flush casement timber windows, using slim line glazing | Holm Cottage Mill Road. **No objections**

20. Correspondence for information

21. Date of next meeting: 7th August 2019 and then 11th September 2019

22. To consider the exclusion of the public and press in the public interest for consideration of the following items: 22.1 Personnel Issues. 22.2 Legal Issues.