

Minutes of Barningham Parish Council Meeting held on Wednesday 7th December 2022 at 7:00 pm in Barningham Village Hall.

Present: Cllrs: C Hammond, J Chalmers, W Martineau, R Baxter & T Steer.

1. Apologies for absence

Apologies received from Cllrs L Hebert, S Kenyon, and C.Cllr J Spicer & D Cllr C 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 2nd November 2022 Parish Council meeting were agreed and approved as a correct record.

4. Meeting open to the public. None present.

Julie SurrIDGE sent the following report regarding the Village Hall and School. The School Fayre, held on 26th Nov, was very well attended and raised £900, thank you to everyone who supported. There is a Village Hall Coffee Morning tomorrow 8th Dec at 10.30 am. It was also reported that the VAS required charging. Cllr Steer had swapped the batteries in the devices before the meeting.

5. Report from County Councillor: J Spicer

Cllr Spicer sent her apologies, as she was unable to attend the meeting but would like to be updated following the Councillors' discussion regarding the flooding at Aggies Piece. **Action Clerk**

6. Report from WS Councillor: C Bull

Cllr Bull sent her apologies as was unable to attend the meeting.

7. Progress reports. For information, from:

7. Chairman.

3 November – Checked Aggie's Piece after heavy rain. Bath dumped by entrance. Photos sent to Clerk

11 November – attended Tea and cakes at Barningham School 2.30 – 4pm nice chat with Brigid Martineau and Stephany the Head.

22 November – Checked Aggie's Piece again. No flooding. Needs attention along some pathways. Bath still by entrance gate. Drains blocked and a lot of broken shrub and tree branches. Photos sent.

26 November – went to Barningham School Christmas Fair. Excellent event with great stalls, activities and even a Santa Grotto! Well attended. Lovely atmosphere.

2nd December the Clerk alerted of an issue with Barclays Bank and an unauthorised payment to HMRC.

8. Clerks Report:

8.1 New Care Directory. A new care directory is available.

A new copy of the Care Directory is available. It was agreed to order 450 copies. This would give enough to deliver one to each house in the village and some spare to leave in the Village Hall or shop. The Clerk confirmed we are covering all the delivery areas in the village. **Action Clerk**

8.2 Defibrillator

The Clerk provided some information about Defibrillator Training. Face to face sessions are £175 for up to 50 people and the Zoom sessions are £100 and for up to 98 people. It was agreed to try and arrange a face to face session for the New Year. The Clerk will speak to Market Weston Parish Council to see if they would like to be involved.

Action Clerk

It is unclear how regularly checks are being done on the defibrillator at the shop. Cllr Steer will look into this.

Action Cllr Steer

Some time ago it was reported, via Facebook, that the code for the defibrillator was not known by a 999 operator during an emergency. The Clerk contacted The Community Heartbeat Trust to query this response. They provided an example as to why a code might not be given. These will be provided in a newsletter to be sent out by the Parish Council next year. It was unclear what the circumstances might have been at the time of the call so it was difficult to know if this response was reasonable.

Action Cllr Baxter

8.3 Rural Coffee Caravan, visit to the village

A request has been sent for the caravan to visit the village. The Clerk will continue to pursue this matter.

Action Clerk

8.4 Election training 2023

The Clerk has signed up for some election training to be held on 24th January 2023.

8.5 Hedge on raised bank opposite the shop.

A query about who is responsible for the hedge opposite the shop has been received via Facebook. The Parish Clerk confirmed that the Parish Council are responsible and arranged for an inspection. It was reported back that no work was needed at this time. The Clerk has asked that her contact details be passed on to the person making the enquiry so that she can discuss the matter further if required.

Action Clerk/Facebook Admin

8.6 Grass Cutting contract

The Clerk is working on a new grass cutting contract for 2023/24. She is waiting for some information from the School before finalising the document.

Action Clerk

9. Finance.

9.1 The following accounts were approved for payment:

Administration	Various	£2,656.97
Countryside, conservation and tree services	Hedges	£1,596.00
ICo	Data Protection	£40.00
Community Heartbeat Trust	Defibrillator	£162.00
LexisNexis CAB	Book	£131.99

It was agreed that invoices received for tree and repair work, currently being carried in the village by Countryside, Conservation and Tree Services would be paid on receipt.

Action Clerk

9.2 Bank reconciliation and budget report

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

9.3 Precept Request, confirmation of submission.

The precept request has been submitted to West Suffolk Council.

9.4 Problems with HMRC

The Clerk has been trying to sort out an issue with HMRC. They claim we have made an underpayment. However we use their software to calculate the amount due and make a payment of this amount. Details of this have been sent to HMRC.

9.5 Request for information from Barclays and issues with account including missing payment
Barclays have requested some information regarding the information they hold for the account. The Clerk is trying to deal with this. However, accessing the Barclays website can on occasion be tricky. In addition to issues accessing the site it would appear a transaction, set up for payment has disappeared off the system. Unfortunately, this was for HMRC and has possibly added to the issues noted above. The Clerk will continue to work on this issue. **Action Clerk**

10 Village matters

10.1 Concerns raised over Oak tree on Millfield Green, update.

A resident of the Parish raised concerns about a tree, with low hanging branches, on the green at Millfield. As the tree is on West Suffolk Council land the Clerk forwarded these concerns on to them. West Suffolk sent the following response. 'Low branches on a young tree do not constitute a health issue for the tree. Naturally, trees should have crowns down to ground level, and usually where they do not, it is due to grazing by one animal or another, or humans cutting low branches off. As our FAQ states, we inspect our trees on a 4 year cycle and we are happy that the tree does not require an additional inspection or works, in response to your enquiry.' This information has been relayed to the resident raising the original concern.

10.2 To discuss options for a tree at Church Gardens.

The Clerk obtained some prices for a Holly and Christmas tree for the green at Church Gardens. She was quoted £510 for 15ft Holly and £295 for a 15ft Fir tree. The Clerk has also been able to source some free, spruce or Holly trees, as alternatives, from the Sicon Foundation Charity. These trees would be smaller, at around 4.5ft. It was agreed to go for the free trees. The Clerk will make the arrangements for a Blue Spruce to be planted, before Christmas if possible, on the green at Church Gardens. The Clerk has confirmed that West Suffolk are happy for us to plant a tree on their land and we need to make sure the tree is well watered during its early growth. The Clerk will provide West Suffolk with details of its position once it has been planted. Cllr Martineau will meet with Peter Kerry, who has agreed to plant the tree, to agree the location.

Action Cllr Martineau/Clerk

11. Aggies Piece

11.1 To confirm options for memorial trees

As above the Clerk obtained prices for a 15ft Hornbeam - £254 and a 15ft Silver Birch tree - £240 for memorial trees for Aggies Piece. We have also been offered these same species of trees, free of charge from the Sicon Foundation Charity, again these trees would be smaller specimens. It was agreed to go with the free trees. The Clerk will make the arrangements to have them planted in the previously agreed locations. **Action Clerk**

11.2 To discuss issue with flooding

The Clerk has spoken to a SCC highways engineer and he is going to have a look, when the area is flooded, and advise us where best to put some drainage to avoid the meadow being under water for extended periods of time. It was acknowledged that the Parish Council would need to fund any works required.

The Clerk will arrange for the flood signage to be moved to Cllr Chalmer's house. This will make it easier to put them out on the road at Aggies when needed. **Action Clerk**

11.3 To confirm removal of bath and tyres

The Clerk spoke to the landowner where the bath came from and arranged to have it removed. Unfortunately they have not done this. She then got in touch with person who cuts the hay at Aggies, he has agreed to remove it. At the time of the meeting this had not happened. The Clerk will confirm if he is still planning on removing the bath and if not she will make arrangements with West Suffolk Council to have it removed. There will probably be a fee for this. West Suffolk Council do not take tyres but they are accepted at Thetford (Norfolk). There is a fee for disposing of them there. The Clerk will see if the caretaker can take them to be disposed of. The Parish Council will pay any associated costs.

Action Clerk/Caretaker

12. Caretakers report Circulated.

As indicated last month I took the opportunity of the school holidays to scrape up the accumulated leaf mulch from the layby opposite the pub. I have swept the leaves from around the bench there and also along Church Road again. The continuous wet weather has made leaf clearing tricky and the bags very heavy indeed. I mowed around the war memorial ahead of the remembrance commemorations in case the landscapers did not. The waste from trick or treaters was much reduced this year.

I have asked for five hours of overtime to be paid this month which brings the overtime bill for the painting of the railings to a total of ten hours. I am now at the stage of the year when I am adapting the work I do to the hours remaining before the end of the year.

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

13.1 Update on zip-wire seat issue.

New photos of the damaged seat are being taken and will be sent to HAGs as we now consider that this might be a manufacturing fault.

Action Clerk

13.2 To note items on Play Area reports.

Noted.

14. Churchyard/Cemetery

14.1 To discuss repairs of the Kissing Gate in the Cemetery

Repairs to the Kissing Gate are in hand. There is a lot of tree working being undertaken in the Lychgate Cemetery.

14.2 Request for Memorials, M Driver & E Reid. Noted.

Requests for new memorial stones for the late M Driver and E Reid were received and approved.

15. Neighbourhood Plan.

15.1 Update on grant funding.

The Clerk is working with the Consultant to complete the overdue funding request.

16. **Planning.** To include any applications/decisions received since the agenda was posted.

16.1 DC/22/1963/HH - pitched roof to rear extension, 51 Bishops Croft. **No objection.**

17. Councillors reports and items for future agenda

It has been suggested that the play area signs we have are put on the school fence to indicate where the Play area/Cricket Meadow is.

Action Clerk

Cllr Baxter asked that the Clerk set up a reminder to review the Emergency Plan in October 2023.

Action Clerk

Cllr Baxter suggested that the wooden sign at Aggies would benefit from being oiled after winter. The Clerk will set up a reminder for this.

Action Clerk

Cllr Steer has charged and changed the batteries on the VAS devices.

An additional member has been added to the Facebook admin team.

The Church clock requires a service. It used to be done annually but this has not happened since the pandemic. Also, the clock has been experiencing problems with the chime missing a bong. It is believed that this is because one of the cog ends has worn. The Clerk will make arrangements with Harward Horological and Cllr Baxter for a service to be carried out and the issue with the cogs to be discussed.

Action Cllr Baxter/Clerk

Cllr Baxter will put out a newsletter in the New Year. She asked that the Councillors considered ideas for what could be included. This will be discussed at the January meeting.

Action All

18. Correspondence for information

None received.

19. Date of next meeting 11th January 2023 7pm

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

20.1 Personnel Issues. None.

20.2 Legal Issues. None.

