

## **BARHAM PARISH COUNCIL**

### **MINUTES OF THE ANNUAL COUNCIL MEETING HELD AT THE CLAYDON & BARHAM VILLAGE HALL ON MONDAY 4<sup>th</sup> JUNE 2018**

**PRESENT:** S. Carr, G. Musson, D. Milward, J. Lea, District Councillor J. Whitehead and County Councillor J. Field

#### **1.6 QUESTIONS FROM THE PUBLIC**

There were 3 members of the public present.

A member of the public asked for an update on the picnic site. The Chair confirmed this was still in the hands of the Parish Councils solicitors and therefore they were unable to comment.

#### **2.6 REPORTS OF THE COUNTY AND DISTRICT COUNCILLORS**

Councillor Field's report was presented at the meeting (see file)

Councillor Lea asked questions relating to the County Farm Estates, Pension Fund Shortfall and Current Property Investment strategy.

Councillor J. Whitehead gave a brief verbal report. Councillor Whitehead was able to inform the Parish Council that at their May Meeting the cabinets members kept their existing portfolios and MSDC has a 3 million pound fund to invest in the district.

**3.6 APOLOGIES:** A. Deveney, W. Allan, N. Cooper, and District Councillor J. Caston

#### **4.6 DECLARATIONS OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA**

The Chair declared that he had an interest in an item that would be raised under correspondence regarding the resurfacing of the Recreation Ground Carpark.

**5.6 MINUTES** of the meeting of 14<sup>th</sup> May were approved and signed.

#### **6.6 WORKPLAN & PLANNING LIST**

a. Workplan: -

- Following last month's meeting Councillor J. Caston had provided Councillor G. Cornish from Claydon & Whitton Rural Parish Council with a proposed date to meet MSDC.
- Councillor J. Field apologised for the lack of progress with the road markings on Norwich Road and hoped that his recent communications with Suffolk County Council would expedite matters.
- Councillors Whitehead and Field were progressing funding for speed signs.
- Following comments from Councillor Musson, Councillor J. Whitehead would liaise with the Enforcement Team at MSDC and provide the Parish Council with an update at the next meeting.

b. Planning List: -

**928/17** – Following a discussion with Taylor Wimpey, Councillor Musson indicated that there may be some changes to the already approved planning permission of the site.

**0085/17** – erection of 20 dwellings between Norwich Road and Pesthouse Lane. There has still been no further information regarding this development at this time.

**1856/17** – this was discussed briefly but substantive discussion would take place at the extraordinary on Wednesday 6<sup>th</sup> June.

**DC/18/00861** – erection of 74 dwellings off Ely Road. There has still been no further information regarding this development at this time.

c. Applications: -

**DC/18/02214** – Land at Sandy Lane, Barham, IP6 0PB - Erection of 1 No. detached dwelling, new access and garage – after discussion the council agreed to resubmit the same objections as to the original planning application.

## **7.6 REPORTS**

There were no reports given since the last meeting.

## **8.6 CORRESPONDENCE**

The clerk informed the council of a letter from Eye Town Council (copy on file).

Councillor Lea raised concerned about the upkeep of Sandy Lane. The Clerk agreed to contact our grass cutter to enquire if he would take on this work.

The Clerk reported on an email received from a member of the public living on the De Saumarez estate regarding issues over weeds encroaching from the field adjacent to their property. The Clerk will respond to the enquiry indicating before any correspondence can be entered in to with the owner of the land they will need to identify who this is.

Recreation Ground Carpark resurfacing. The Chair left the meeting at this point. The Clerk asked councillor Whitehead to outline the issues as he understood them regarding the resurfacing. After a wide ranging discussion, the council agreed to present the following points to Claydon Parish Council.

As a parish council Barham contributes 40% of the annual costs of running the recreation ground. The council would be happy to contribute towards minor maintenance such as repainting parking bay lines. Major repair and significant resurfacing should remain the liability of Suffolk County Council. Alternatively, the parish council would be happy to agree to a way forward that left the parish council with minimal financial risk such as, contributing no more than a small percentage of any future costs.

## **9.6 FINANCE**

- a. Monthly payments – It was agreed to sign cheques to the value of £808.70 – for the full list of payments (see payment schedule document on file) The clerk was also able to inform the Parish Council that the VAT reclaim refund from HMRC of £1466.57 had been paid into the parishes bank account on the 21<sup>st</sup> May 2018.
- b. The Clerk provided the council with the May bank reconciliation. This was approved by the council and signed by Councillor Lea.
- c. The Clerk presented the Council with the annual governance statement for 2017/18 annual return. This was duly signed by the Chairman and the Clerk
- d. The Clerk presented the Council with the Accounting statements for 2017/18 annual return completed and signed by the RFO/Clerk on the 30<sup>th</sup> April 2018. The Clerk also explained that following communication with this year's External Auditors PKF Littlejohn that the parish was required to restate the figures produced for the PCSO refund in 2016/17 financial year, as this was incorrectly categorised as an income instead of a negative expenditure. This was duly noted by the council and then signed by the Chairman.
- e. Following discussions regarding the best way forward for the frequency of finance meetings required, the Chairman agreed to draft some options and circulate to the councillors. It was agreed that four councillors were required to sit on the Finance Committee to ensure that they would always be quorate in the event of absence. Chairman S. Carr, Councillor J. Lea and Councillor D. Milward have agreed to sit on the committee. The Council have also proposed that Councillor A. Deveney completes the agreed fourth member.
- f. The Council reviewed the Clerks pay in line with the advertised pay scales for 2018/19 effective from 1<sup>st</sup> April 2018. The council agreed to the pay rise of £9.81 per hour from the current £9.37 per hour. Councillor Lea also raised the point of an annual review for the Clerk.

**10.6 PCC PUBLIC MEETINGS**

The Clerk informed the Parish Council of the available date that they could attend a PCC Public Meeting for the Mid Suffolk area. This is Wednesday 11<sup>th</sup> July at the Cedars Hotel in Stowmarket starting at 7pm. The councillors noted this.

**11.6 TRAFFIC/PARKING**

This item on the agenda has been placed on hold to be discussed at July's Parish Council Meeting.

**12.6 PICNIC SITE UPDATE**

Councillor Musson was able to update the councillors on the latest communications regarding the picnic site and Claydon Football Club (see confidential document).

Chairman .....

Date .....