

## BARHAM PARISH COUNCIL

### MINUTES OF THE ANNUAL GENERAL MEETING HELD IN BARHAM CHURCH HALL, ON MONDAY 24<sup>TH</sup> MAY 2021, 7.00PM

**PRESENT:** Chairman Darren Milward, Vice Chairman Frances Milward, Cllr Jeremy Lea, Cllr Brenda Mitchell & Cllr Cassey Wooltorton.

**Also present:** BMSDC John Whitehead and Tim Passmore the Clerk and one member of the public.

**OPEN FORUM** – member of the public who represents the Claydon & Barham Village Hall is disappointed at the lack of communication from the Parish Council to the hall committee. He informed that the Village Hall constitution requires one member of the Parish Council to be represented on the committee. The village hall is for the benefit of the residents of Barham & Claydon. He is happy to answer any questions regarding finance once item 14.5.g. is discussed.

#### 1.5 ELECTION OF CHAIRMAN – To RECEIVE NOMINATIONS

Darren Milward is happy to continue as Chairman, proposed Cllr Mitchell seconded Cllr Wooltorton

#### 2.5 ELECTION OF VICE CHAIRMAN – TO RECEIVE NOMINATIONS

Frances Milward is happy to give support to the Chairman as Vice Chairman. Proposed Cllr Wooltorton seconded Cllr Mitchell.

#### 3.5 APOLOGIES

**a. Apologies for absence.** Cllr Neil Cooper - unwell, Cllr Andrew Akhurst – personal commitment, Cllr Wayne Allan - unwell

**b. Consent/non consent to absence.** Consent was granted to the above councillors.

#### 4.5 COUNCILLORS DECLARATION OF INTERESTS - Declaration of any pecuniary or other interests with regards to any item on the agenda.

There were no declarations given.

**a Councillors to Review their Declaration of Interests annually.** The Clerk reminded the councillors to review their interests annually on the BMSDC online portal.

#### 5.5 TO CO-OPT A NEW MEMBER ONTO THE PARISH COUNCIL.

Cllr Mitchell informed that Gail Cornish is interested in becoming a Parish Councillor and that she would be very useful as a Councillor as she is well linked in with the community.

It was agreed by all that a formal application should be requested from her and will then be considered at the September PC meeting. Cllr Mitchell will inform her to send in an application.

#### 6.5 TO REVIEW AND APPOINT PARISH COUNCIL REPRESENTATIVES;

**a. Barham Green Residents Group.** Currently no representative, the Chairman suggests a leaflet drop to the residents on the Green to encourage a representative to send regular updates to the Parish Council. Clerk will draft a leaflet & poster for the notice board.

**b. Claydon & Barham Village Hall Committee.** Cllr Mitchell asked the member of the public present, what is involved with becoming the representative of the PC? He informed that they meet 3 or 4 times a year and it is a good link between the hall & PC for updates, communication and to get involved. The village hall is used by residents of Barham, but there is not currently enough community input. Cllr Mitchell is happy to take on the role and she will keep the PC updated with activity at the hall.

**c. Community Trust** – Cllr Allan to continue.

**d. Recreation Ground Committee** – To keep vacant until hopefully Gail Cornish joins the PC

**e. Parish Liaison/MSDC Meetings** – Cllr Lea to continue

**f. Suffolk Association of Local Councils (SALC)** – Vacant. The Clerk does keep well informed through Clerks networking and SALC Bulletins.

**g. Babergh East, Police & Parish Forum** – Cllr Lea to continue.

**h. Planning** – Cllr Cooper to continue, with support from the Chairman, Vice Chairman and Cllr Akhurst.

**i. Finance** – Cllr Lea to continue

The above representatives were agreed by all, proposed the Vice-Chairman seconded Cllr Mitchell.

*Chairman's initials.....*

**7.5 TO APPROVE THE MINUTES OF THE MEETING HELD ON 7th DECEMBER 2020.**

**8.5 TO APPROVE THE MINUTES OF THE EXTRA MEETING HELD ON 12TH FEBRUARY 2021.**

**9.5 TO APPROVE THE MINUTES OF THE MEETING HELD ON 1ST MARCH 2021.**

**10.5 TO APPROVE THE MINUTES OF THE EXTRA MEETING HELD ON 13TH APRIL 2021.**

All of the above minutes were approved correct, proposed Cllr Lea seconded the Vice Chairman. Minutes all to be signed by the Chairman.

## **11.5 WORKPLAN AND PLANNING LIST**

### **a. Review of Workplan**

**2 posts for SIDs** have now been installed on Sandy Lane, however it is up to the PC to purchase either portable or permanent speed signs for the posts. The PC has been informed that Barham has been selected as one of the first 20 sites for Suffolk County Councils ANPR Pilot Project. An ANPR device will be set up on Sandy Lane and remain in situ for a week (date TBC), 3 or 4 times a year.

The Chairman informed that the current VAS on Norwich Road has recorded speeds of between 55 to 75mph! Barham has recently had more mobile speed checks in the village and these do work well in reducing speeding. The Chairman informed that he has recently met with Highways and is happy to advise that 40mph roundels will be installed on the Norwich Road along with white narrowing lines. However, this will be at a cost to the PC.

**Barbuck Wood**, not much activity, the container is camouflaged, trees have been removed and new trees planted. A large area has been fenced off. Footpath signs are inadequate.

**Community Speed Watch**, a number of application forms have been sent by residents and councillors, therefore enough interest to take the scheme forward. Awaiting date for training to be carried out.

Cllr Lea suggests an update/progress report in the next In Touch.

### **b. Review of Planning List & To Discuss any new Planning Applications Received**

Cllr Cooper has reported that the Henry VII Farm site where the Landscape Management Plan and Tree Survey, seem to relate to the current work areas on site. The young Leland Cypress tree planted at the Norwich Road end of the site is in place and has not apparently been disturbed by the ground works. The current site plan shows the new entrance to the site being created on Norwich Road and suspect that contractors may have used Coopers way/Weavers Close as an interim measure. There is no planned access to the housing area via Coopers/Weavers.

## **12.5 TO DISCUSS THE FUTURE OF BARHAM PICNIC SITE - Further to proposals received from a local businessman which have been submitted to BMSDC.**

The Chairman informed that the previous Pre App advise for 49 houses had been refused by BMSDC. Current proposal on the table is from a local business man who would like to take over the site, he proposes to keep half of it as a picnic site and would develop a play area, café and parking. This would be at no expense to the PC. The rest of the site to be used for his storage and parking. New entrance in Penthouse Lane.

Cllrs Mitchell and Woollorton would object to a 24/7 operation taking place opposite there property due to anti-social noise and disturbance. They are against any commercial activity at the site, but would agree to housing, recreation or natural state/woodlands or offices.

## **7.50pm BMSDC Cllrs Passmore & Whitehead joined the meeting.**

BMSDC Cllr Whitehead reported that the Parish Council would need to pay for further Pre App advise for an alternative use for the site other than housing. BMSDC Cllr Passmore suggests that there is potential for wildlife/nature/woodland, but need a solution for the best community asset. He would support the PC in whatever it decides.

Cllr Lea informed that in the past the PC has had problems with anti-social behaviour and vandalism at the picnic site and does not want this to arise again. He suggests that the PC gets professional advice to come up with ideas and to pitch a report.

*Chairman's initials.....*

A firm of surveyors/planning consultants could give a clear brief on what the options might be (findings could be put on the website and In Touch). Clerk to draft a letter to send, Cllr Lea to help. It was agreed by all to get the ideas from professionals before applying to for BMSDC Pre-App

### **13.5 KIRBY RISE, PROPOSED NEW PLAY AREA – Update from the Clerk**

The Chairman informed that he has met up with 3 different companies regarding prices for the new play equipment. The best being Sovereign, £19,271.55 nett, for a double swing, nest swing, tower climbing frame with slide, seesaw, springer and safety matting to all. The equipment will be suitable for under the age of 10 years old. All agreed to go with this quote once funding and lease is sorted.

The Clerk reported that she has completed the BMSDC grant application forms for S106 and Capital Grant Funding. Also in the process of applying for a grant from Suez, however until the district council has finalised the new lease then this grant application is on hold. The Chairman asked BMSDC Cllrs Whitehead and Passmore to try to get the lease speeded up so that the PC is not being held up too much longer.

### **14.5 FINANCE**

**a. Monthly Payments – to agree the payments for March and April.** These were approved by all, March payments £8,023.62, receipts £4,466.80. April payments £6,516.75, receipts £14,707.00. Signed by the Chairman.

**b. Monthly reconciliation – to approve April’s bank reconciliations.** As at 30/04/21 the Current Account £31,282.47, Business Premium Account £34,650.63. Cllr Lea signed the reconciliation.

**c Spend Against Budget for the Previous Financial Year ending 31st March 2021 and Spend Against Budget to date for the current Financial Year.**

Cllr Lea informed that the previous years spend against budget had finished with a nett flow of £12,000.00. He is happy with the spend against budget to date for the current financial year.

**d Report from the Internal Auditors, Heelis & Lodge on the End of Year Accounts 2020-2021.**

Cllr Lea reported that all was in order and approved the document. The Clerk to post the full report onto the website.

**e Approval of the End of Year Accounts 2020-2021.** Section 1 Annual Governance was completed and approved by all, proposed Cllr Lea seconded the Vice-Chairman. Signed by the Chairman & Clerk. Section 2 Accounting Statement was approved by all, proposed Cllr Lea seconded the Vice-Chairman. Signed by the Chairman and Clerk. The Clerk will post all of the end of year accounts onto the website and the dates of the period for the public to exercise public rights. Accounts to be sent to external auditors PK Littlejohn.

**f Chairman’s Allowance – to cover costs in the first year.** It was agreed by all that the Chairman should receive an allowance of £270.00, this was approved for payment. Proposed Cllr Lea seconded Cllr Woollorton. Clerk to include Chairman’s allowance on next years financial budget.

**g To Consider making a Donation to Claydon & Barham Village Hall.** A letter has been received from the Claydon & Barham Village Hall Committee asking that the PC consider giving a donation to help with the ongoing expenditure of utility bills, insurance, annual checks and maintenance of the hall. The member of the public present informed that the management committee does have funds but due to Covid the hall has struggled due to lack of income over the last year.

The Clerk informed that the PC has in fact budgeted £3000.00 towards donations for the current financial year and that £500 has been spent so far. The Chairman proposed that the Parish Council give a donation of £500.00 seconded the Vice Chairman, agreed by all.

The Chairman praised the member of the public present for giving the PC clear information on the current situations of the management committee, this will be passed onto the committee also.

**h To Agree to purchasing some Litter Picking Equipment for the Wombles (volunteer litter pickers).** The volunteer litter pickers would appreciate some Womble jackets for the new volunteers and a couple more trolleys. The PC are in agreement to provide funding for this as they do a very good job in the village. It would be a good idea that the jackets have “Barham Parish Council support The Wombles”. The Clerk will liase with the Wombles organiser to sort this.

**I Internal Auditors – Invoice to pay.** Fee to Heelis & Lodge for carrying out the internal audit £195.00, approved for payment. Proposed Cllr Lea seconded Cllr Woollorton.

**15.5 TO CONSIDER RENEWING THE DK9 CONTRACT WHICH IS DUE TO END ON 13TH JUNE 2021.** The Chairman informed that the PC has received good feedback from the public regarding the security in the village and that people feel much safer. DK9 has put a stop to a lot of anti-social behaviour, in particular at the picnic site where there had been a lot of problems with vandalism and

**Chairman’s initials.....**

fires. Much of the anti-social behaviour has now moved on out of the village. However, they do need to be better interim with the police as DK9 are in fact helping them. It appears that the police are not interested and do not attend an incident even when DK9 has reported it to them, have evidence and CCTV and get a CAD number. There has been a lot of evidence of drug use, drug driving and cannabis farms in Barham, still the police do not seem interested. Police did not attend the recent incidents at Shrubland Hall. Suffolk Police and Crime Commissioner Tim Passmore informed that he is disappointed in the lack of response by the police and would like the Clerk to forward him the recent DK9 reports, he will ensure the reports with CAD numbers get followed up.

The Chairman asked the BMSDC Cllrs to help the PC with some funding towards DK9. They advised that they will consider giving funding out of their Locality Budget, Clerk to follow up with an email requesting so.

**BMSDC Cllr Tim Passmore left the meeting at 9.00pm.** The Parish Council agreed to extend the meeting from the 2 hour end time at this point.

The Chairman would like the PC to consider extending the current contract for another 3 months as the contract is due to end on 13<sup>th</sup> June 2021. The PC is currently spending £435.00 a week (for 5 days a week) minus £150.00 contribution from a local business man. If the PC go down to 4 days a week, 6 hours each day the cost would go down to £348.00 minus £150.00 contribution from local businessman, £198.00 a week. The PC has budgeted £5000 for security this financial year and has so far spent £1000.00. Consider reducing the days/hours again down to 4 days a week (Thursday to Sunday) for the next 3 months and as it's the lighter summer months, the hours should be from 8pm to 2am.

It would also be helpful if Claydon Parish Council might help with funding as they do have a lot of problems at the recreation ground. Barham has offered this to them for £100 a week, but they declined and continue to get issues at the recreation ground.

The Clerk has written twice to local business' to ask for help with funding DK9, but no response.

Some of the councillors present feel that it is not worth paying for a private security company as it's a job for the police. Residents already contribute towards the police out of their Council Tax. DK9 has no authority, but are the eyes and ears of the police. All crime is a police matter for the police to deal with. Guards should also be more selective on who they stop to question and concentrate more on the "trouble makers"

Cllr Lea suggests that DK9 has been a good initiative and made Barham a much better village to live in. They have helped more than the police has in the past. He would propose that DK9 is reduced to 4 days a week for the next 3 months as recommended by the Chairman, Thursday to Sunday, 8pm to 2am. Seconded the Vice Chairman. He also suggests that the local business man should pay for DK9 directly for the security he gets at his premises. The Chairman will speak to the business man and DK9 about this payment recommendation.

**16.5 STREET CLEANERS – UPDATE.** The Chairman informed that since the Clerk has implemented a formal work/timesheet for the street cleaners, there is now a much clearer picture of the work which is carried out by them. The work/timesheet is received monthly, The Clerk will forward the areas covered by the street cleaners to all for reference.

**17.5 REPORTS – Councillors to report on any meetings that they have attended since the last meeting.**

The annual report received from BMSDC Cllr Whitehead has been forward to all.

**18.5 CORRESPONDENCE – to report to councillors on any correspondence recently received.**  
None.

**19.5 DATE OF NEXT MEETING.** Monday 6<sup>th</sup> September and TUESDAY 7<sup>TH</sup> December 2021

The meeting ended at 9.25pm

**Chairman .....**

**Date .....**