

## BARHAM PARISH COUNCIL

### MINUTES OF THE ANNUAL GENERAL MEETING HELD IN BARHAM CHURCH HALL, ON MONDAY 16<sup>th</sup> May 2022, 7.00PM

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

**Also present:** SCC Chris Chambers, BMSDC John Whitehead and Tim Passmore, the Clerk and two members of the public.

**OPEN FORUM** – Nothing.

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

Darren Milward is happy to continue as Chairman, proposed Cllr Lea seconded Cllr Wastell

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

Frances Milward is happy to continue as Vice Chairman. Proposed Cllr Lea seconded Cllr Wastell. Declaration of Acceptance to Office forms were signed for both.

#### 3.5 APOLOGIES

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

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

#### At this Point the report was received from SCC Chris Chambers.

His report had been sent to all in advance of the meeting. It highlighted the SCC annual budget had been passed with a 4.5% increase. Support for children with special educational needs and adult social needs. SCC has put more money aside for footpaths, drainage schemes and traffic calming. 2.9% increase in Council Tax. A new Suffolk Recycling Scheme which has an online booking facility. The Children's services department has received a Good Offsted report. Converting the 43,000 street lights from orange bulbs to LED, this is expected to save £1.7 in electricity costs. Putting more money into staffing after the recent SEND service had reported failings.

He advised on the amended Design costs for the Barham traffic calming, £2811.50 for a revised design as follows;

- Repeater signs. Change existing repeater signs to yellow backed signs to improve visibility. Reposition repeater signs that are difficult to see - heading north from Church Lane - refer to changes in client brief.
- Gateway at north end of 40mph. This section of the road is densely tree-lined and shady therefore visibility can be difficult, particularly on a sunny day. Entry signs on yellow backing boards to make them more visible.

He is trying to find out how much the installation costs are likely to be. He is willing to put some of his Highways budget towards some of the cost and hopefully find a way to move forward. He suggests that if costs are high, he might then contribute a bit each year, suggest a 5 year plan.

Cllr Lea thanked Cllr Chambers on behalf of the PC and asked that the Clerk puts the SCC report into the July In Touch magazine.

The PC would be happy to help anyone who wishes to make contact with Cllr Chambers who is the Deputy Cabinet Member for Special Educational Needs.

Cllr Chambers left the meeting at 7.30pm

**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.

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

**a. Barham Green Residents Group.** Currently no representative and no one came forward last year having done a leaflet drop and advertised on the Barham Green notice board. It was therefore agreed that a representative is not required.

*Chairman's initials.....*

- b. **Claydon & Barham Village Hall Committee.** Cllr Mitchell to continue.
- c. **Community Trust (Claydon & Barham Community Centre) –** Cllr Wastell happy to do this.
- d. **Recreation Ground Committee –** Cllr Allan.
- e. **Parish Liaison/MSDC Meetings –** Cllr Lea to continue.
- f. **Suffolk Association of Local Councils (SALC) –** The Clerk to keep the PC updated.
- 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 Chairman, seconded Cllr Wastell.

## 6.5 TO APPROVE THE MINUTES OF THE MEETING HELD ON 7th MARCH 2022

The minutes were approved & signed by the Chairman, proposed the Chairman, seconded Cllr Wastell.

## 7.5 WORKPLAN AND PLANNING LIST

### a. Review of Workplan

**ANPR** The Chairman informed that Barham is still awaiting an ANPR to be deployed to Barham and to be the first to trail it. The PC could purchase its own ANPR, but would need permission from the police and SCC. Cllr Passmore advised that the ANPR deployments has been held up due to GDPR, moving data from A to B. The Clerk to send Cllr Passmore the communications which the PC has received from Suffolk County Council and to copy in Cllr Chambers and he will see what he can do.

**Barham Highways issues** are ongoing, awaiting cost of installation for traffic calming.

**Picnic Site**, terms/clauses on the draft lease to be considered by Councillors and 4 members of the BCPSP on 31<sup>st</sup> May 2022.

**Kirby Rise Parking**, The Chairman informed that a consultation had been carried out with 40 of the Kirby Rise residents, so see if they would like a small car park installed at the green for up to 10 cars (cost approx. £30,000). Only 6 replies were received, 5 of which were negative responses.

Cllr Mitchell reported that the general consensus from residents is that they do not want car parking installed at Kirby Rise. It was therefore agreed by all not to go ahead with installing a car parking area on the Kirby Rise Green, proposed The Chairman seconded Cllr Wastell.

However, there is evidence that cars park on the edges of the green all the time. It is very tight to drive around the Kirby Rise Green area as cars obstruct the highway. Cllr Milward suggests that the PC install low posts a few feet into the green to protect children at play. This would also allow cars to park up on the verge, but to stop cars driving across the green.

The Chairman reported that he had received notification from a resident that a stone had smashed her car window. Matters such as this should be reported to the police, he will ask the police to carry out a patrol of the area.

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

No comments to make on recent planning applications.

**Reserved Matters – Norwich Road, Barham**, the Chairman informed that Councillors have recently had a meeting with Taylor Whimpey to discuss the Reserved Matters application which Taylor Whimpey will be putting into the district council in June.

## 8.5 FINANCE

**a. Monthly Payments – to agree the payments for March and April.** These were approved by all, March payments £8,282.76, receipts £8545.15. April payments £3,058.41, receipts £20,931.28. Signed by Cllr Lea.

**b. Monthly reconciliation – to approve April’s bank reconciliations.** As at 30/04/22 the Current Account £34,259.33 (inc £7681.92 CIL money) Business Premium Account £34,654.07. Cllr Lea signed the reconciliation.

**c Spend Against Budget for the Previous Financial Year ending 31st March 2022 and Spend Against Budget to date for the current Financial Year (Q1).** Both were considered by the PC with no comments to add. Cllr Lea expressed thanks to the Clerk on behalf of the PC for her work in keeping the accounts all in good order.

**d Report from the Internal Auditors, Heelis & Lodge on the End of Year Accounts 2021-2022.**

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

*Chairman’s initials.....*

**e Approval of the End of Year Accounts 2021-2022.** As at 31st March 2022 the Business Premium Account £34,654.00 and the Current Account £16,386.00 (inc. £400.64 CIL money). Section 1 Annual Governance was completed and approved by all, proposed Cllr Lea seconded Cllr Wastell. Signed by the Chairman & Clerk.

Section 2 Accounting Statement was approved by all, proposed Cllr Lea seconded Cllr Wastell. 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 for the year.** An allowance of £270 has been budgeted for the Chairman, however with the rising costs of fuel the Chairman would like the PC to consider increasing it to £520 (£10 a week) as he does a lot of driving around carrying out PC duties. It was agreed by all that the Chairmans allowance to be raised to £520. Proposed Cllr Wastell seconded Cllr Lea.

**g To Consider making a Donation to Claydon & Barham Village Hall.**

It was agreed by all to make the annual donation to the village hall committee to help contribute towards the costs of repair works, £500. It was agreed by all, Proposed by The Chairman seconded the Vice Chairman.

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

The annual report received from BMSDC Cllrs Whitehead & Passmore has been forward to all. Cllr Passmore reported that this week they are both going to meet with MP Dr Dan Poulter, regarding a Doctors surgery for the residents of Barham. It is not acceptable that residents have to now drive miles to get to see a doctor, if they are lucky enough to even get an appointment. Cllr Passmore will do his best and will keep on the case. He is also on the case to find out if the land set aside for Community Use on the proposed Norwich Road development, can be used for a community centre/doctors surgery. The Clerk will include an update in the July In Touch magazine.

**10.5 CORRESPONDENCE – to report to councillors on any correspondence recently received.**

The Clerk informed that a new Code Of Conduct will need to be adopted by the PC at the next meeting. She is going to attend a training course in June. Cllr Wooltorton would also like to attend, Clerk to book him a place.

**11.5 DATE OF NEXT MEETING.** Monday 16<sup>th</sup> August 2022.

The meeting ended at 8.40pm

Resident present thanked the Parish Councillors, District & SCC Cllrs for all their time and efforts over the past year. He appreciates all the work done.

**Chairman** .....

**Date** .....