

BARHAM PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD IN BARHAM CHURCH HALL, ON MONDAY 18th MAY 2026, 7.00pm

PRESENT:

Cllr Casey Wooltorton – Chairman, Vice Chair - Julie Gregory, Cllr Paul Fenn, Cllr Bonnie Head, Cllr Graham Head, Cllr Marilyn Lesley & Cllr Tim Carr.

Also present: & John Whitehead, 4 members of the public and the Clerk.

1.5 ELECTION OF CHAIRMAN Cllr Lesley nominated and proposed Cllr Wooltorton for Chairman, seconded Cllr G Head, all agreed, no other nominations received. Cllr Wooltorton is happy to continue and elected as Chairman. Declaration of Acceptance to Office form signed by the Chairman and Clerk.

2.5 ELECTION OF VICE CHAIRMAN

The Chairman proposed Cllr Gregory for Vice Chairman and seconded Cllr Fenn, all agreed, no other nominations. Cllr Gregory is happy to continue and elected as Vice Chair. Declaration of Acceptance to Office forms were signed by the Vice Chair and the Clerk.

OPEN FORUM – None.

3.5 APOLOGIES

a. Apologies for absence. Cllr Brenda Mitchell, personal reasons. District Councillor David Penny, at another meeting.

b. Consent/non consent to absence. Approved

4.5 COUNCILLORS DECLARATION OF INTERESTS

a. Declaration of interests with regards to any item on the agenda. None.

b. Councillors to Review their Declaration of Interests annually. The Clerk reminded of this, Councillors need to log onto the District Council Register of Interests portal and review their interests.

5.5 TO REVIEW AND APPOINT PARISH COUNCIL REPRESENTATIVES;

a. Claydon & Barham Village Hall Committee. Cllr Tim Carr

b. Community Trust (Claydon & Barham Community Centre) – Cllr Fenn happy to continue.

c. Recreation Ground Committee – The PC agreed that as no representative will be elected for the committee and to remove it from the list.

d. Suffolk Association of Local Councils (SALC) – The Chairman and Clerk to continue.

e. Planning – Cllr Gregory happy to continue.

f. Finance – Cllrs Mitchell & Lesley happy to continue.

The above representatives were agreed by all, proposed the Chairman seconded Cllr G Head.

6.5 TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY 16th MARCH 2026.

The minutes were approved & signed by the Chair, proposed Cllr Fenn seconded Cllr Carr.

7.5 MATTERS ARISING FROM THE LAST MEETING AND REVIEW OF WORKPLAN WORKPLAN

a. Review of Workplan. The workplan was reviewed and updated as follows;

Still waiting for the new footpath will be installed around Barham lakes and under the railway line.

Plus safety barrier leading down the steps and 2 directional signs also to be done.

30mph speed sign at Barham Green has been knocked down. Still to be done.

New “Welcome to Barham Village” signs, Chris Chambers has paid for the new signs, however has yet not been installed.

Chairman has attended a recent meeting with Taylor Wimpey, in the interim the landscapers will tidy up the area of land at the development by the junction of church lane and will complete the work and return in a year/18 months time.

He is hopeful that Taylor Wimpey will also install a footpath by the junction of the new development which will lead up to the corner of Kirby Rise.

Still awaiting for the village sign to be repainted.

Chairman's initials.....

8.5 REVIEW OF PARISH COUNCIL PLANNING LIST DISCUSS NEW PLANNING APPLICATIONS

No new planning applications to report.

BMSDC John Whitehead informed that there was a consultation regarding the 20 new homes at the Pest House Lane development application 26/00531, to revert the application for 7 (35%) affordable homes to no affordable homes. They will now all be market value. The Chairman asked the parish councillors if they wish to object to the proposal. It was agreed that the PC would like to know the reasons and to be informed of the consultation. Cllr Whitehead to inform the Clerk of the planning application number and if not too late to object to the reduction of affordable homes.

9.5 TO CO-OPT A NEW MEMBER ONTO BARHAM PARISH COUNCIL. No applications received.

10.5 FINANCE

a. Monthly Payments – to agree the payments for March & April 2026. March payments £2107.89 receipts £0.00. April payments £5370.44 receipts £38,700.48. These were approved by all and signed by Cllr Lesley

b. Monthly reconciliation – to approve April's bank reconciliations. As at 30/04/26 the Current Account £46,165.79, Business Premium Account £46,064.37. These includes £15,549.18 CIL money. Reserves of £13,019.34 Brett Aggregates (village grass cutting). This was approved by all, Cllr Lesley signed the bank reconciliations.

c Spend Against Budget for the Previous Financial Year ending 31st March 2026.

This has been circulated to all in advance of the meeting, along with the Quarterly Summary of Receipts & Payments. No issues raised.

d Report from the Internal Auditors, Heelis & Lodge on the End of Year Accounts 2025-2026.

The Clerk reported that this has been carried out and that the following recommendations have been raised;

To review the Data Protection Policy and put onto the website. A small discrepancy of £52 on the asset register. The Clerk informed that this was due to the shredder being removed from the register, value £52.

e. Invoice from Heelis & Lodge – Internal Audit Fee. Invoice £440.00, approved for payment, proposed the Chairman seconded Cllr Carr.

f. Approval of the End of Year Accounts 2026-2025. As at 31st March 2026 the Current Account £12,836.70, Business Account £46,064.40. The accounts include reserves of £6,983.70 CIL money. Reserves of £13,019.34 (Brett Aggregates village grass cutting).

Section 1 Annual Governance was completed, approved by all, proposed Cllr Lesley seconded Cllr B Head, signed by the Chairman & Clerk.

Section 2 Accounting Statement was approved by all, proposed Cllr Lesley seconded Cllr B Head, signed by the Chairman and Clerk.

The Clerk presented the variance spread sheet which has been prepared for the external auditors. The end of year accounts to be posted on the website and noticeboards along with the dates of the period to exercise public rights. Accounts to be sent to external auditors PKF Littlejohn.

g. To consider a one off contribution to NSK for £150, due to the increase in fuel prices. Fuel used to carry out the grass cutting in the village.

The Chairman reported that NSK has asked for an increase in pay to help towards their fuel costs. As they are in a 3 year contract, he suggests that a one off payment of £150 is given to NSK to help towards the increase in their fuel costs. Agreed by all that they do a very good service of grass cutting in Barham, all in favour to give them a one-off payment of £150. Proposed Cllr B Head, seconded Cllr G Head.

Chairman's initials.....

h. Thank You letter received from Claydon & Barham Good Neighbour Scheme – Donation.

The Treasurer of the GNS has sent a letter of thanks to the Parish Council for the £200 donation

11.5 NEW DATA PROTECTION POLICY TO ADOPT

The clerk has circulated to all ahead of the meeting for approval, further to the new Website Accessibility Regulations. Agreed to adopt, proposed Cllr Gregory seconded Cllr G Head.

12.5 REPORTS – Councillors to report on any meetings that they have attended since the last Parish Council meeting.

The Chairman reported that he had attended a meeting with Taylor Wimpey, the development is on schedule. TW contributed £6 million to CIL money to the district pot of funds, the Chairman informed that the PC gets just £250,000! Hopeful that the closure of Church Lane will not happen until 50% of the new homes are completed.

The Chairman has also attended a meeting with Brett regarding the new quarry which is going ahead. A one-way road system in an out of the site has been rejected by County Council.

The average number of lorry movements to be reduced down from 302 a day to 240.

A concrete track to be installed from the quarry onto Sandy Lane, this will help to stop sand movement which is carried on the wheels of the lorries. Part of Sandy Lane to be widened.

Cllr G Head reported that he is disappointed with Highways at the standard of the roads around Barham, they are full of pot holes and this is not acceptable. Hopes to be able to address this with the new County Councillor when he attends the next PC meeting.

He also brought to the attention of the PC that there is a seat on the grass area by the village sign, however it is disguised by an overgrown hedge. The Chairman will ask NSK to cut the hedge back to fully expose the bench.

BMSDC John Whitehead reported that the District Council Event Management Team are looking into a proposed event due to take place at Shrubland Hall 10/12 July. The District Council will ensure all the required standards for an event of its size are met.

Cllr T Carr reported that the ditch which runs down to the Slade needs to be cleared.

The footpath from The Slade to Thornhill is open, but has been slightly diverted due to building works along the route.

13.5 DATE OF NEXT MEETING.

27th July, 21st September, 16th November 2026.

The meeting ended at 8.17pm

Chairman

Date