

## **BARHAM PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD IN BARHAM CHURCH HALL, ON MONDAY 19<sup>th</sup> JANUARY 2026, 7.00pm**

**PRESENT:** Chairman Casey Wooltorton, Cllr Brenda Mitchell, Cllr Paul Fenn, Cllr Marilyn Lesley, Cllr Bonnie Head, Cllr Graham Head, Cllr Tim Carr & Cllr Julie Gregory.

**Also present:** BMSDC Cllrs David Penny and John Whitehead, SCC Cllr Chris Chambers, the Clerk and 4 members of the public.

#### **OPEN FORUM**

2 members of the public concerned about a tree on the grass triangle at the corner of Kirby Rise is a danger to the public. The roots have made the pavement uneven and is also a slip hazard caused by the fallen fruit and leaves. The tree also needs to be trimmed back as it obstructs their driveway. They have raised this issue on the Suffolk County Council Highways reporting tool. Highways has come out to look at the issue but have said that the tree does not need cutting back as it does not meet the requirements to do so. SCC Chris Chambers asked for the CR reference number, he will then take this matter up with the relevant case officer.

**SCC Chris Chambers** his report has be circulated ahead of the meeting.

He reported that £26 million has been secured in bus funding, this will help to maintain and improve the fleet and enable more bus routes to be included.

An application has been submitted to improve the No 88 bus service.

SCC has put in a holding objection to the Port One Planning Application, objecting to Highways issues and the fact that the Highways consultation is not good enough. Expects BMSDC to take at least a year to come to a decision on the Port One planning application.

A battery safety campaign is now live, advice on how and where to safely dispose of batteries.

Cllr Fenn raised the issue of pot holes along Church Lane and Sandy Lane, Cllr Chambers advised that these should be reported on the SCC Highways reporting tool.

Cllr Chambers left the meeting to attend another.

**BMSDC David Penny** reported that letters have been sent out to households advising of changes to better food waste recycling. New 23ltr and 5ltr bins to be delivered to households over the next 3 months.

A lot of important information is missing from the Port One planning application. Consultations are taking place for the public. The Port One roundabout improvement works must start before Units 11 & 12 are built

#### **1.01 APOLOGIES**

**a. Apologies for absence.** None

**b. Consent/non consent to absence.** NA

#### **2.01 COUNCILLORS DECLARATION OF INTERESTS**

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

#### **3.01 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24<sup>th</sup> NOVEMBER 2025.**

The minutes were approved correct, proposed Cllr Mitchell, seconded Cllr Lesley and signed by the Chairman.

#### **4.01 MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING.**

##### **a. Work Plan**

A14/Barham lakes steps has been repaired one way, still awaiting safety barrier and directional signs.

PROW officer is awaiting the outcome of the Rail Link enquiry, before final work is completed.

Barham Green 30mph speed sign knocked down. The Chairman to chase up Cllr Chambers to get this fixed.

New "Welcome to Barham Village" signs, Cllr Chambers informed that at these have been ordered and that he will pay for them out of his Locality Funding.

***Chairman's initials.....***

Taylor Whimpey to re-turf the area at the bottom of Church Lane by the junction.  
Overgrown hedges from The Crescent opposite Sandy Lane into Norwich Road and also Sandy Lane/Shrubland Hall onto Norwich Road still not been cut back. Chairman to Chase up Cllr Chambers.  
Barham Village Sign to be repainted in the spring.  
Overhanging hedges outside the 1-3 Norwich Road and also along Old Norwich Road into Claydon.  
SCC Chambers has been advised, Chairman to chase this up.  
Add to the agenda for next meeting, Safety barrier to replaced at Coopers Way.

**Barham Website Accessibility – Update.** The Clerk reported that she has instructed Suffolk Cloud to carry out accessibility monitoring of the website throughout the year to ensure that the website continues to remain accessible and compliant. A scan carried out by Suffolk Cloud last week gave a scoring of 9 out of 10 for accessibility, therefore carrying out a few more tweaks to make the website fully compliant.

**5.01 TO CO-OPT A NEW MEMBER ONTO BARHAM PARISH COUNCIL.** A gentleman present at the meeting expressed an interest in the vacancy. The Chairman asked him to send in a formal application to the Clerk. Hope to co-opt a new member at the March PC meeting.

#### **6.01 REVIEW OF PARISH COUNCIL PLANNING LIST DISCUSS NEW PLANNING APPLICATIONS RECEIVED.**

**a. DC/25/05114 – Land At Field Quarry (Also known as Masons Quarry) Bramford Rd, Great Blakenham, IP6 0XJ Outline planning permission (with layout, scale, appearance and landscaping being reserved) for the extension of Port One Logistics Park, to include up to 195,000 sqm of commercial floorspace comprising logistics warehousing with ancillary offices; offices and vertical farms; up to 115,000 sqm of depots and container storage; a solar farm, cafe and substations; new vehicle and HGV access from the south, the improvement of the existing access from the B1113 and a means of emergency access only from Circular Road; associated earthworks to create development platforms and bunds to boundaries; new landscaping and recreation areas; creation of nature reserve and the burying of overhead powerlines underground; together with a full sustainable drainage scheme and the provision of private treatment plant(s). (Accompanied by EIA Statement)**

The PC discussed the traffic issues that will be caused particularly if there is an accident on the A14 and the road is closed, traffic would be detoured through Barham. Also a considerable visual impact on the skyline with the proposal of 15 warehouses. An extension to the deadline for comments to be made to BMSDC 23<sup>rd</sup> February 2026. The PC agreed to object to the planning application on the above grounds. Port One representative would like to attend the next PC meeting to give further details on the proposed planning application.

**b. DC/25/05361 Part change of use of fishing pavilion to include holiday let with overnight accommodation. Barham Lakes, Pesthouse Lane, Barham.**

The Chairman informed that the application had arrived with the Clerk just before Christmas, therefore he had instructed the Clerk to make an objection on behalf of the PC. The same grounds as the last application made by Barham Lakes, that the PC objects to the change of use to overnight accommodation.

**DC/25/05572 – 2 Sorrel Close, Barham, IP6 0SP Erection of a lean to extension with parapet roof to existing double garage.** No objection by the PC,

#### **7.01 FINANCE**

**a. Monthly Payments – to agree the payments for November & December 2025.**

November, payments £117,655.04, receipts £0.00, approved by all, signed off by Cllr Mitchell.

December, payments £82,612.35, receipts £688.88, approved by all, signed off by Cllr Mitchell.

**b. Monthly reconciliation – December bank reconciliation.**

As at 31/12/25 the Current Account £9,962.28. Business Account £55,933.32. The accounts are holding reserves of £6,983.70 CIL money & £13,019.34 for grass cutting (Brett Aggregates). Signed off by Cllr Mitchell. Clerk to confirm potential CIL money for Barham.

**c. Q3 spend against budget Quarter 3, October to December.**

Councillors have received this in advance of the meeting for consideration.

**d To Approve the Transfer of Funds from the Business Account into the Current Account.**

The Clerk proposed that £10,000 is transferred from the Business Account into the Current Account. Agreed by all proposed Cllr G Head seconded Cllr Fenn.

*Chairman's initials.....*

**8.01 TO CARRY OUT THE ANNUAL APPROVAL OF STATUTORY ITEMS**

**a. To Approve the Internal Auditor, Heelis & Lodge to carry out the audit of the end of year accounts - April 2025 to March 2026**

Having had a successful internal audit carried out on the last end of year accounts by Heelis & Lodge, it was agreed by all to instruct them again for this financial year. Agreed by all, proposed Cllr Mitchell seconded Cllr Lesley.

**b To Review the Asset Register.**

The Chairman reminded that the 2 handheld speed devices have been returned to the police, remove from Asset Register. Shredder to be removed as this is no longer in the ownership of the PC.

Cllr B Head to confirm if the grit bin is still located at Sorrel Close. Asset Register approved by all, proposed Cllr Fenn seconded Cllr Carr, signed by the Chairman & Clerk.

**c To Approve All Risk Assessments – Property, GDPR & General.**

**Property Risk Assessment** no changes needed, approved by all proposed Cllr Mitchell seconded Cllr B Head, signed by the Chairman.

**GDPR Policy** no changed needed, approved by all, proposed Cllr Gregory, seconded Cllr B Mitchell, signed by the Chairman & Clerk.

**General Risk Assessment** of the PC, no changes needed, proposed Cllr Carr seconded Cllr Mitchell, signed by the Chairman and the Clerk.

**d To Review Financial Orders & Standing Orders**

**Financial Orders**, no changes needed, approved by all. Proposed Cllr Gregory seconded Cllr Fenn, signed by the Chairman and the Clerk.

**Standing Orders**, no changes needed, approved by all. Proposed Cllr Carr seconded Cllr Mitchell. Signed by the Chairman & Clerk.

**e To Review the Internal Control Statement.** The review will be carried out by Cllrs Mitchell and Lesley ahead of the March PC meeting, to coincide with the end of the financial year.

**9.01 ANNUAL INSPECTION OF KIRBY RISE PLAY AREA CARRIED OUT BY ROSPA.**

The Chairman reported that a few things have been highlighted as “Low Risk” on the report. Matting worn away under the basket swing, will be replaced in the summer, add to agenda for May meeting. Still conflicting notes on the height of the barriers to the slide. ROSPA and Sovereign have given no definitive answers.

The Chairman continues to carry out weekly visual checks of the play area and sands down any splinter risks.

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

Cllr Carr to attend the Port One meeting at Endeavour House on 3<sup>rd</sup> February 2026.  
MP Patrick Spencer to attend a meeting with the PC and public on 26<sup>th</sup> January 2026

**11.01 DATE OF NEXT MEETING. 16th March 2026**

Other dates pencilled in for 18th May Annual Parish Meeting followed by Annual General Meeting.  
27th July, 21st September, 16th November 2026

The meeting ended at 8.15pm.

**Chairman** .....

**Date** .....