

## **BARKING PARISH COUNCIL**

Minutes of the Meeting held at Barking Village Hall Annexe at 7.30pm on Thursday 15<sup>th</sup> March 2018

### **PRESENT**

Cllr A Smith (*Chair*)  
Cllr S Butler (*Vice-Chair*)  
Cllr A Ross  
Cllr M Bailey  
Cllr R Fellowes

### **IN ATTENDANCE**

District Cllr Anne Killett  
Mrs Lucinda Rogers *Clerk*  
2 members of the public

### **APOLGIES**

Cllr M Smith  
Cllr A Whybrow

### **BPC038/18 PUBLIC FORUM**

Mr Stawson spoke about having access over the Tye to provide access to the 9 houses he proposes to build.

### **BPC 039/18 COUNTY COUNCILLOR REPORT – Cllr Anne Whybrow was not present and had emailed the following:**

You may have heard of the closure of the shop and post office at Wattisham; I am looking into alternative ways that some form of outreach post office might be arranged. A difficult situation as notification of the closure only became public knowledge recently and the closure is within 2 weeks.

### **BPC040/18 DISTRICT COUNCILLOR REPORT Cllr Anne Killett – report attached to these minutes**

- update on Mid Suffolk District Council's affordable housing programme
- update on the Boundary review; Battisford and Ringshall ward will include Barking, Bricett, Offton and Willisham
- new joint Local Plan update – the response was much larger than anticipated and the next draft is expected in summer 2018-03-16 Budget for 2018/19 agreed at a full council meeting on 22.2.18 with an increase of 0.5% in Council Tax

### **BPC041/18 DECLARATION OF INTERESTS**

None had been received

### **BPC042/18 APPLICATIONS FOR DISPENSATION**

None had been received

**BPC043/18 TO APPROVE THE MINUTES OF THE MEETING HELD ON 8<sup>TH</sup> JANUARY 2018**

The minutes of the meeting held on 8<sup>th</sup> January 2018 were approved as a true record and were duly signed by the Chair

**BPC044/18 TO APPROVE MINUTES OF THE MEETING HELD ON 11<sup>TH</sup> JANUARY 2018**

The minutes have not been circulated. Clerk to circulate and present them at the May meeting

**BPC045/18 TO APPROVE MINUTES OF THE MEETING HELD ON 25<sup>TH</sup> JANUARY 2018**

The minutes of the meeting held on 25<sup>th</sup> January 2018 were approved as a true record and were duly signed by the Chair

**BPC046/18 TO APPROVE MINUTES OF THE MEETING HELD ON 22<sup>ND</sup> FEBRUARY 2018**

The minutes of the meeting held on 22<sup>nd</sup> February 2018 were approved as a true record and were duly signed by the Chair

**BPC047/18 MATTERS ARISING FROM THE MINUTES**

Defibrillator – Clerk has spoken with the suppliers. Adult pads can be used on a child but in a different way to an adult. Child pads are available. Some extra training may be helpful. Clerk to liaise with Shelley at Preschool and the Needham Market First Responders to arrange training and to open to all if spaces are available - *Clerk to arrange*

Needham Market Library proposal to change their opening hours - There will not be a reduction in the times they are open. The change to the opening times is to allow the library to be more available to children after school. The Parish Council supports this change – *Clerk to feedback.*

**BPC048/18 DEED OF GRANT OF EASEMENT TO DEVELOPMENT OF 9 DWELLINGS AT LAND NORTH OF 1 TYE**

Agreed to seek the advice of a surveyor about how much an easement would be worth and discuss at the next meeting 17<sup>th</sup> May 2018

**BPC049/18 NEIGHBOURHOOD WATCH CO-ORDINATOR**

It was reported that Mark Lillie is the only applicant to become the Neighbourhood Watch Co-ordinator. It was agreed to nominate him to replace Peter Wright. Peter Wright has agreed to remain in post to help Mark take over the role. *Clerk to invite Mark Lillie to the Annual Parish Meeting*

**BPC050/18 CO-OPTION OF COUNCILLOR**

Cllr Butler reported that Ross Piper will attend the next Parish Council meeting 17<sup>th</sup> May 2018 and may agree to join the Parish Council

**BPC051/18 FINANCE**

**i) Review of Effectiveness of Internal Audit and Internal Audit Plan**

This was agreed and duly signed

**ii) Appointment of Internal Auditor**

It was agreed to appoint Heelis & Lodge as Internal Auditor

### **iii) Review of Risk Assessment and Management (Financial)**

This was agreed and duly signed

### **iv) Clerks' Finance Report**

The Clerk reported on the financial movements since the previous meeting. Balance @ 15<sup>th</sup> March 2018 was £33990.35 **Decision** – The report was approved.

**v) Authorisation of Payments - Decision** – Payments totalling £7212.85 from the Community account were approved and cheques signed. Clerk to action

**vi) To Approve Change to Bank Mandate - Decision** The changes were approved

### **BPC052/18 DONATIONS**

- i) St Marys Church (2018-19)** Agreed to make a donation of £400
- ii) SARS** Agreed not to make a donation
- iii) Headway** Agreed to make a donation of £50
- iv) Neighbourhood Watch** Agreed to make a donation of £50
- v) Age UK** Agreed not to make a donation
- vi) Great Ormond Street Hospital** Agreed to make a donation of £100 in memory of Denise Martin former Parish Clerk. Clerk to send a copy of the donation letter to Ben Clarke

### **BPC053/18 PLANNING APPLICATIONS**

- a. For discussion and decision
  - i. SCC/0018/18 – Lower Farm, The Tye, Barking* **Decision** – It was proposed and resolved to support the application. Clerk to respond accordingly to MSDC within the deadline
- b. Awaiting decision from MSDC
  - i. DC/18/00579 – Plots 5 & 6 Moat Farm Barns, Barking*
  - ii. DC/18/00475 – 23 Fox Meadow, Barking*
  - iii. DC/17/05533 – Land Adjacent to The Acorns, Willisham Road, Barking*
  - iv. DC/17/05189 Darmsden Hall, Darmsden*
  - v. DC/17/05190 Darmsden Hall, Darmsden*
- c. Decisions made by MSDC
  - i. DC/18/00174 – Overhall Farm, Barking - Granted*
  - ii. 1215/17 - Ashburnham Farm, Barking - Granted*
  - iii. 1216/17 Listed Building Consent - Ashburnham Farm, Barking - Granted*
  - iv. 4933/16 – Land north of 1 Tye Green, Barking - Granted*
  - v. DC/17/05945 - 9 Fox Meadow, Barking – Granted*

### **BPC054/18 WAR MEMORIAL GRANT**

It was reported that the deadline for making an application for a grant was 30<sup>th</sup> March 2018. **Decision** – for Cllr Smith (*Chair*) and Cllr Butler (*Vice-Chair*) to make a joint visit to assess the war memorial and to set up a working party to clean the war memorial later in the year. Clerk to obtain a quote from Ben Clarke to replace the four wooden posts

**BPC055/18 GDPR – APPOINTMENT OF DATA PROTECTION OFFICER**

Following a discussion it was agreed to continue to consider how to approach this and discuss at the next meeting

**BPC056/18 SCC HIGHWAYS COMMUNITY SELF HELP SURVEY**

Following discussion it was decided not to participate in the survey

**BPC057/18 VILLAGE HALLMANAGEMENT COMMITTEE UPDATE**

Cllr Bailey reported about maintenance at the hall. Three potholes by the car park entrance have been filled in. Weather permitting they plan to repair more. The rear guttering at the back of the hall is leaking and needs to be repaired as the storeroom may become damp. Cllr Bailey reported that he hopes to improve the internet connection in the hall annexe to be able to view planning applications on the screen.

**BPC058/18 CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

None have been made

**BPC059/18 EXCLUSION OF THE PRESS AND THE PUBLIC FOR THE NEXT ITEM OF A CONFIDENTIAL NATURE**

**i) Revised Contract of Employment for the Clerk**

It was reported that the revised contract will be sent out after 13 weeks of employment on 7<sup>th</sup> May 2018 subject to satisfactory performance

**BPC060/18 CORRESPONDENCE FOR INFORMATION**

None to circulate

**BPC 061/18 MATTERS TO BE BROUGHT TO THE ATTENTION OT THE COUNCIL**

Village Notice Board – needs to be replaced. To be an agenda item at next meeting. Clerk to research notice boards

**BPC062/18 DATE OF THE NEXT MEETING**

Date of next scheduled meeting will be the Annual Parish Meeting on Thursday 26<sup>th</sup> April 2018. The Parish Annual General Meeting will be on Thursday 17<sup>th</sup> May 2018

Meeting closed at 9.30pm

Chairman ..... Date .....