

BARKING PARISH COUNCIL

Minutes of the Meeting held at Barking Village Hall Annexe at 7.00pm on Thursday 13th June 2019

Present: Cllr R Fellowes (Chair), Cllr A Smith (Vice-Chair), Cllr A Ross, Cllr M Bailey, Cllr S Butler and Cllr M Lillie

Attending: Lucinda Rogers (Clerk)

Bpc34/19 Apologies for Absence

None received

Bpc35/19 Declaration of Interest and Requests for dispensation

Cllr Butler declared an interest on planning applications DC/19/01506 and DC/19/01060

Bpc36/19 Public Forum

No members of the public present

7.10pm Cllr Butler left the meeting

Bpc37/19 Planning

a. The councillors reviewed **Planning Application Ashburnham Farm DC/19/001506 and DC/19/01060** – Application under section 73 of the Town and Country Planning Act for the variation of Condition 2 relating to (1215/17) (Approved plans and documents) and removal of condition 3 – It was agreed to support the application – Clerk to action.

7.15pm Cllr Butler re-joined the meeting

b. The Councillors reviewed **Planning Application DC/19/02659 Timber Yard, Coddendam Road, Needham Market** – Erection of 2 storey office building, Creation of vehicular access and provision of roadside frontage footway including associated car parking – It was agreed to oppose the application due to concerns about vehicles accessing the site from a very busy road, pedestrians crossing a very busy road with reduced visibility from the site.

c. The Councillors reviewed **Application for Hedgerow Removal DC/19/02796 at Land to the Northeast of Battisford Road** – Removal of 3m section of hedgerow to gain access to field – It was agreed to oppose the application as removal of a healthy hedge which supports wildlife through its habitat, it would fragment an existing hedgerow and suburbanise the site and would be harmful to the character and appearance of an historical and rural area. The Council understand that 1.2m has already been recently removed which may have harmed nesting birds or destroyed their nests (1 March -0 31 August). The Council believes that the Hedgerow Regulations have been breached as it's removal does not meet any of the following conditions:

- it's less than 20m long, is not part of a 20m length and does not meet another hedge at either end
- it's in or borders a domestic dwelling
- you're making a new opening to replace existing access to the land (the previous access gap must be filled by planting a hedge within 8 months of making the new opening)
- you're correctly managing the hedgerow by laying or coppicing
- there's no other cost-effective way of accessing your land
- you need to create a temporary access point for emergency purposes
- the land is needed for national defence purposes
- it's for carrying out work which has planning permission
- it's to eradicate or prevent disease or tree pests by law, for example a plant health (forestry) order
- it's to prevent interference with or damage to electric power lines and apparatus
- it's to complete legally permitted drainage or flood defence works

- new trunk roads or motorways are being built on the site

Bpc38/19 End of Year Finance

- i. The Councillors reviewed the Financial Regulations and resolved to accept them
- ii. The 4 recommendations on the Internal Audit are as follows:
GDPR will be referred to in the Council's Risk Assessment; the notice for the Exercise of Public Rights will remain on the website; Bank balance will be used as 31st March for the reconciliation; the Internal Audit recommendations will be included in the minutes of the meeting. The Councillors agreed to approve the audit.
- iii. Annual Report from the Clerk (attached to these minutes) - The Clerk presented the 31st March 2019 Year End Bank Reconciliation for approval Balance at 31st March 2019 £40,598.82 and the council resolved to approve the Annual Report
- iv. The Annual Governance Statement for year end 31st March 2019 was completed by the Council and signed by the Chair and the Clerk
- v. The Finance Report was reviewed and approved - see appendix
- vi. The payments on the Finance Report were approved and signed

Bpc39/19 Emergency Plan

The councillors resolved to update the Emergency Plan. Clerk to check that contacts wish to continue to be part of the plan and that details are correct. Personal details to be removed from the plan. Clerk to check with Emergency Plan Co-ordinator at Mid Suffolk that plan is current version.

BP40/19 Date of the Next Meeting

Date of next scheduled meeting will be on Thursday 18th July 2019.

Meeting closed at 9.10pm

ChairmanDate

Barking Parish Council Bank Reconciliation
Financial Year End 31.3.2019

Bank Accounts

Current	11013.67
Base Rate Reward	28036.44
Active Saver	1603.66
Parish Paths	83.65

Sub Total **40737.42**

Less un-presented cheques 138.60

Total **40598.82**

Un-presented cheques

101762 120.00

101767 18.60

Total **138.60**

Balance b/f 1st April 2018 37840.35

Precept 9000.00

Other receipts 9697.21

Sub total **56537.56**

Salaries 3294.77

Other payments 12643.97

Balance c/f 31st March 2019 **40598.82**

Receipts

Precept 9000.00

Cleansing Grant 1836.90

Wayleave 25.73

Village hall SCC grant 1500.00

Bank interest 98.80

VAT refund 2425.79

CIL 3578.00

NM&BW donation 171.99

repayment incorrect cheque 60.00

Total receipts **18697.21**

Payments

The Tye 1339.62

The Tye grass cutting 4699.24

Village Hall hire 36.00

Clerks salary 3294.77

Admin 697.22

Subs 218.99

Website 60.00

Streetlighting 0.00

Donations 600.00

Insurance 679.31

Audit fees 128.00

Litter picking 416.00

Clerks laptop 572.94

Bin emptying 360.00

Training 297.00

ROSPA 116.90

Village Hall windows 2199.75

Chair's allowance 38.20

Defibrillator 184.80

Total payments **15938.74**

Balance b/f 1st April 2018 37840.35

Plus total receipts 18697.21

Less total payments 15938.74

Balance c/f 31st March 2019 **40598.82**

Schedule of Payments & Receipts from 1 April 2019

Income Received since

1.4.19

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Mid Suffolk District

<u>Council</u>	Precept	4500.00		
Mid Suffolk District Council	CIL	3493.36		
Active Saver a/c	close a/c	1603.66		
		<u>9597.02</u>		

Expenditure (movement since 1.4.19)

Environment Agency	Drainage charge	41.12	101768	Open Spaces Act 1906, ss.9&10 LGA 1972
L Rogers	Clerks salary April Clerks expenses	274.82	101769	S112
L Rogers	April Streetlighting	26.50	101770	LGA 1972
Suffolk County Council	2018/9	340.69	101771	PC Act 1957 s3;Highways Act 1980 s301
Mid Suffolk CAB	Donation	50.00	101772	LGA 1972 s142(2a)
SARS	Donation	50.00	101773	LGA 1972 s142(2a)
Neighbourhood watch	Donation	50.00	101774	LGA 1972 s142(2a)
EA Air Ambulance	Donation	50.00	101775	LGA 1972 s142(2a)
Four Parish Magazine	Donation	80.00	101776	LGA 1972 s142(2a)
Needham first responders	Donation Annual	50.00	101777	LGA 1972 s142(2a) LGA 1972
SALC	subscription	180.01	101778	s111
Information Commissioner	Annual subscription	40.00	101779	LGA 1972 s111
J Firman Trees & Fences	Tree work	450.00	101780	Open Spaces Act 1906, ss.9&10 LGA 1972
L Rogers	Clerks salary May Clerks expenses	274.82	101781	S112
L Rogers	May	34.64	101782	LGA 1972
R Fellowes	APM refreshments	34.41	101783	Local Authorities(Members Allowances)(England) Regulations 2003
Vertas	April grass cut	394.36	101784	Open Spaces Act 1906, ss.9&10
Vertas	May grass cut	394.36	101785	Open Spaces Act 1906, ss.9&10
MJ Smith	Collars on play equipment	129.50	101786	Open Spaces Act 1906, ss.9&10
Dick Nash	Tye paths March - May	187.92	101787	Open Spaces Act 1906, ss.9&10
L Rogers	Clerks expenses June	80.52	101788	LGA 1972 LGA 1972
L Rogers	Clerks salary June Litter Oct 18 - May	274.82	101789	s112
J Smith	19	442.00	101790	Open Spaces Act 1906, ss.9&10 LGA 1972
SALC	Councillor Briefing	27.60	101791	s111

**Schedule of verified invoices agreed for
payment**

0.00

Unpresented cheques

R Fellowes	APM refreshments	34.41
Vertas	April grass cut	394.36
Vertas	May grass cut	394.36
MJ Smith	Collars on play equipment	129.50
Dick Nash	Tye paths March - May	187.92
L Rogers	Clerks expenses June	80.52
L Rogers	Clerks salary June	274.82
J Smith	Litter Oct 18 - May 19	442.00
SALC	Councillor briefing	27.60
		<u>1965.49</u>

Bank Reconciliation

Account	statement date	statement balance	actual balance	credit/transfers not shown	unpresented cheques	difference
		£16,875.	£14,910.			£1,965.
Community a/c	13.5.19	83	34	0.00	£1,965.49	49
		£35,126.	£35,126.			
Base reward a/c	13.5.19	54	54	0.00	£0.00	£0.00
Active saver a/c	13.5.19	£0.00	£0.00	0.00	£0.00	£0.00
Parish Paths						
Partnership a/c	13.5.19	£83.65	£83.65	0.00	£0.00	£0.00
		£52,086.02	£50,120.53			

