

## BARKING PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely via Skype at 7.0pm on Thursday 23<sup>rd</sup> April 2020

### **Present**

Cllr R Fellowes (*Chair*), Cllr M Bailey, Cllr M Lillie, Cllr A Ross, Cllr M Tabberer and Cllr A Horsham

Cllr County Cllr K Oakes

### **In Attendance**

Mrs L Rogers *Clerk*

**Bpc37/20 Apologies** - Cllr S Butler and District Cllr D Pratt

**Bpc38/20 Declaration of Interests and Applications for Dispensation** - None

### **Bpc39/20 To Approve Minutes of the Meetings Held on 16<sup>th</sup> January, 30<sup>th</sup> January and 27<sup>th</sup> February 2020**

The minutes of the meetings held on 16<sup>th</sup> January, 30<sup>th</sup> January and 27<sup>th</sup> February 2020 were approved as a true record and were duly signed by the Chair

**Bpc40/20 Report from County Cllr Kay Oakes** Covid-19 – Home but Not Alone is a service to connect people who want to volunteer with those most in need. It's a free app to download – Tribe Volunteer – phone no: 0800 876 6926 9am-5pm 7 days a week  
Highways continue to work. Please respect 2m distance for safety if you see people working  
Food banks have been given £60,000 across Suffolk. Public transport is to operate on a reduced scale throughout the county with new timetables [www.suffolkonboard.com](http://www.suffolkonboard.com) or call 0345 6066171. Elderly and disabled passengers may use their bus passes before 9.30am to allow access to the exclusive early morning shopping for them. All Suffolk recycling to remain closed until further notice. The Suffolk Walking Festival has been cancelled. EDF have decided to delay their Sizewell C application for a Development Consent Order. Suffolk County Council has asked Department of Transport for funds to improve some bus services asking for the full value of the County's allocated share of £580,75. The outcome to be announced at the end of April. They have secured £830,000 from the Department of Transport to develop a business case to take forward plans to improve the A12 east of Ipswich. Parents can opt in for SCC funded school travel for 2020/21 but must do so by 31<sup>st</sup> may. 97% of pupils received a place at one of their preferred secondary schools – 8,047 applicants and 7,355 had their first choice. Suffolk County Council and East Suffolk Council continue to lobby the Government for improved co-ordination of off-shore windfarm projects. Access for all at railway stations in Suffolk will provide improved access to platforms at Needham Market and Bury St Edmunds railway stations.

### **Bpc41/1920 Report form District Cllr Dan Pratt**

Public Realm - In March I met the with the Head of Public Realm to discuss opportunities for restorative planting on council-owned land at Castle Lane and St Mary's Close in Offton. At Castle Lane, we discussed a low-level tree planting scheme to maintain access to the waste treatment facility and deter fly-tipping on the Channel verge. For the land north of St Mary's, a range of options were proposed including a reduced mowing regime and planting of fruit trees. Unfortunately, the Covid-19 outbreak means that Public Realm team have been

reassigned and consultation with Offton and Willisham Parish Council and residents will be postponed until further notice.

#### **Ringshall Community Orchard**

In February, a team based in Ringshall planted 15 fruit trees including apple, pear, plum and cherry to establish an orchard free for the community to use. A special thanks to the village hall committee, children from Ringshall Primary School and volunteers who helped. Trees were sourced from the orchard heritage project 'Orchards East'.

#### **Neighbourhood Plans**

Outline planning application for 35 new homes in Elmsett (Babergh DC) were refused after the planning committee decided it conflicted with the village's Neighbourhood Plan. This demonstrates how NP's can carry weight against proposals that are detrimental to the landscape of the village.

#### **Bonfires**

MSDC have received a surge in bonfire complaints. With many people in lockdown and self-isolation, smoke from bonfires is likely to cause more annoyance or even breathing difficulties for those with respiratory issues. The District Council advises against lighting bonfires. If it is necessary to have a bonfire, please notify your neighbours to enable them to get their washing off the line and close their windows.

#### **COVID-19 MSDC response**

Some district council-run services have been delayed or postponed, including the brown bin collection service. Covid-19 has affected us all in many ways and to this end the council can offer the following support: Grants are available to help small businesses and those in the retail, leisure or hospitality sectors: <https://www.babergh.gov.uk/news/payment-of-covid-19-business-grants-fund/>. The 'Home – but not alone' scheme has been set up to offer support and practical help during the Covid-19 crisis. Residents can contact the helpline on 0800 876 6926. A Covid-19 emergency fund is now available to help community groups: <https://www.midsuffolk.gov.uk/news/emergency-funding-pot-available-to-help-local-community-groups/>

#### **Bpc42/20 Public Forum**

No members of the public were present

#### **Bpc43/20 Correspondence**

Mid Suffolk District Council are increasing the annual charges to empty bins to £35 litter and £41 dog bin; Ipswich Northern route plans have been dropped; MSDC Boundary changes consultation; Sustainability Appraisal Scope consultation about the Babergh Mid Suffolk Joint Local Plan; Conformation that the Civil Parking Enforcement plans will continue; DEFRA – Multi Annual Countryside Stewardship claim

#### **Bpc44/20 Annual Play Equipment Inspection**

It was agreed to defer the report to the next meeting

#### **Bpc45/20 Theobald's Foundation**

It was agreed to re-nominate Mike Smith as a Trustee of the Theobald's Foundation

#### **Bpc46/20 Four Parishes Magazine**

It was agreed to make a donation to the Four Parishes Magazine of £100.00

#### **Bpc47/20 Planning Matters**

Permission has been granted to the following applications:

*DC/19/05689 – Erection of two storey and single storey rear extensions at Hendre House, 7 Tye Green, Barking*

*DC/20/00442 – Erection of a 3-bay cart lodge at Stone Cottage, The Tye, Barking*

Hedge Removal at land north of Homelands, Battsford Road, Barking. It was noted that the case has been closed but to refer any changes at the site to Mid Suffolk District Council Householder Planning Application

*DC/20/01444 – Erection of detached building to provide annexed living accommodation at 11 Fox Meadow, Barking* – It was agreed to hold a meeting on 30<sup>th</sup> April to discuss this application to allow time to find more information.

#### **Bpc48/20 Village Beacon**

A quote has been requested but not yet received. No news on the village sign repair – clerk to follow up.

#### **Bpc49/20 Easement for land north of the Tye**

It was agreed to request a second opinion about the easement.

#### **Bpc50/20 Footway Along the Tye**

Cllr Oakes to check if Suffolk 2020 fund to go ahead. Cllr Oakes working on a business plan for the proposal to put forward an application. Clerk to forward previous correspondence about the footway.

#### **Bpc51/20 Streetlights**

It was agreed to continue with the same arrangements for the street lights in the village with the streetlight by the Willisham Road junction and the streetlight outside Michaelmas remaining on all night.

#### **Bpc52/20 Standing Orders**

It was agreed to change standing order 3x to reduce the length of time for meetings to two hours.

#### **Bpc53/20 Finance**

- a. The payments to be made were authorised and it was agreed for the cheques to be signed
- b. The Cllrs reviewed the reconciliation of accounts
- c. The financial report was considered and approved
- d. The end of year bank reconciliation was approved
- e. It was agreed to re-appoint Lucinda Rogers as the Responsible Finance Officer
- f. It was agreed to appoint Heelis & Lodge as the internal auditors
- g. The Risk Assessment for Finance was reviewed and approved
- h. The Financial Regulations were reviewed and approved

#### **Bpc54/20 Traffic Speed Sign**

Cllr Oakes to chase up as no response from Highways. Clerk to forward application and details of contact.

#### **Bpc55/20 The Tye**

It was agreed to defer consider managing roadside verges for nature until later in the year.

**Bpc56/20 Electric Vehicle Charging Point**

It was agreed to wait until more information is available about different charging rates and tariffs. Cllr Oakes to forward details to the clerk.

**Bpc57/20 Village Welcome Pack**

The welcome pack will work alongside the website information. Also need to consider how to communicate with people living in the village.

**Bpc58/20 Emergency Response Plan**

Cllr Lillie has information from the recent survey to incorporate into the plan.

**Bpc59/20 Footpath Survey**

It was agreed to review the survey when restrictions are lifted. Clerk to send link to Rights of Way reporting tool to Cllrs.

**Bpc60/20 Village Hall Management Committee Update**

There have been no Hall bookings since Monday 24th March and this will continue until Friday 8th May, when it will be reviewed at the end of the current lockdown. The Pre-school will probably be the first to re-open – but not really expected before the Summer. The Cleaner is in self-isolation as he lives with both his mother and grandparents, therefore not working. Planned that he will do a deep/special clean before the hall re-opens. Hall is checked – all necessary appliances turned off. The next planned work is the refurbishment of the kitchen, originally planned for Summer holidays but will only be progressed if current situation changes. Financially, the accounts are in good shape and can cope with the closure for the foreseeable future.

**Bpc61/20 Items for Future Meetings**

No matters raised

**Bpc62/20 Date of the Next Meeting**

Date of next scheduled meeting will be the AGM on Thursday 21<sup>st</sup> May 2020

Meeting closed at 8.20pm

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

## Finance Report

### Income received since 16.1.20

HMRC	VAT reclaim	5,309.39
MSDC	Cleansing grant	320.19
Barclays	Interest	11.58
MSDC	CIL	3451.61
MSDC	Precept	5190.50
		<u>£14,364.27</u>

### Expenditure since 16.1.20 and to be agreed for payment

Vertas	January grass cut	394.36	Open Spaces Act 1906, ss9&10
L Rogers	February wages	333.66	LGA 1972 s112
L Rogers	February expenses	127.65	LGA 1972
BVHMC	Hall Hire 2019-2020	50.00	LGA 1972
SALC	GDPR training	27.00	LGA 1972
Vertas	February grass cut	394.36	Open Spaces Act 1906, ss9&10
Glasdon	Dog waste bin	116.16	Open Spaces Act 1906, ss9&10
L Rogers	March wages	333.66	LGA 1972
L Rogers	March expenses	86.42	LGA 1972 s112
Suffolk County Council	Street lighting	339.29	PC Act 1957s3; Highways Act 1980 s301
L Rogers	April wages	333.66	LGA 1972
Will Foss	DEFRA application	555.00	Open Spaces Act 1906, ss9&10
Jake Smith	Litter pick6/19-2/20	481.00	Open Spaces Act 1906, ss9&10
Vertas	March grass cut	394.36	Open Spaces Act 1906, ss9&10
Information Commissioner	Annual fees	40.00	LGA 1972 s111
SALC	Annual fees	185.52	LGA 1972 s112
Headway	Annual donation	100.00	LGA 1972 s142(2a)
EAAA	Annual donation	50.00	LGA 1972 s142(2a)
Four Parishes Magazine	Annual donation	100.00	LGA 1972 s142(2a)
St Mary's Church	Annual donation	500.00	LGA 1972 s142(2a)
		<u>4,942.10</u>	

### Unpresented cheques

Vertas	January grass cut	394.36	Open Spaces Act 1906, ss9&10
L Rogers	February wages	333.66	LGA 1972 s112
L Rogers	February expenses	127.65	LGA 1972
BVHMC	Hall Hire 2019-2020	50.00	LGA 1972
SALC	GDPR training	27.00	LGA 1972
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		<u>4,942.10</u>	

**Bank Reconciliation**

Account	Statement Date	Statement Balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	13.12.19	£9,286.49	£4,344.39	£0.00	£4942.10	£4942.10
Base reward a/c	13.12.19	£35,240.82	£35,240.82	0.00	0.00	0.00
Paths Partnership a/c	13.12.19	£83.65	£83.65	0.00	0.00	0.00
		£44,612.31	£39,668.86			