

# BARROW cum DENHAM PARISH COUNCIL

## MINUTES OF MEETING HELD IN THE COMMITTEE ROOM OF BARROW VILLAGE HALL ON Monday 5<sup>th</sup> December 2022

### Present:

Cllr Holmes Cllr R Rawlings Cllr T Bragg	Cllr Kronbergs Cllr Ford Cllr Pearson	Cllr Steer Cllr K Rawlings  Clerk in attendance: Kat Bowe
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Minute Ref		Action
6238	<b>APOLOGIES FOR ABSENCE</b> Cllr Cousins Cllr Wesley, County Cllr Soons and District Cllr Houlder	
6239	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> Cllr Steer declared an interest in agenda item 8, the Neighbourhood Plan.	
6240	<p><b>PUBLIC FORUM</b> There were 19 members of the public present.</p> <p>A resident expressed his disappointment in the lack of prosecutions relating to the police speed checks conducted in the village and felt it sent the wrong message to local residents. Cllr R Rawlings agreed and stated that the Parish Council has no input on prosecutions. There were three fixed penalty notices issued. 13 people were stopped. Other drivers were warning people of speed checks by flashing their lights.</p> <p>The Parish Council will continue to request random speed checks.</p> <p>A resident stated that they had felt intimidated by other members of the public at the last two meetings when asking questions.</p> <p>Concerns were raised over the size of the combined sites (BD6, BD8 and BD12). At maximum density both Barrow Hill and Bury Road could have more than the 170 houses. It was confirmed that the Parish Council will be engaging in dialogue with landowners regarding social amenity space and planning for 170 houses.</p> <p>A resident stated that they had received an anonymous note through their letterbox informing them that the Parish Council had selected a site for the NHP however WSC had already chosen theirs. The Parish council were asked what happens next. The PC are challenging WSC and have taken legal advice. The PC are currently awaiting a response from WSC.</p> <p>Concerns were raised that although local communities should get a voice, it appears that WSC have made their decision. The surface water issue on the street was brought to the PC's attention. Cllr Pearson stated the issue was poor drainage and not flooding. The drains have been jetted. SCC prioritise properties that are being flooded.</p>	

	A resident raised concerns about Anglia Water and drainage after a house was flooded with sewage last year on Bury Road. The resident was assured that the planning department would look at sewage/drainage as part of any planning application put forward. Cllr Pearson stated that the Parish Council is not promoting new development, the aim is to defend and mitigate what's coming.	
6241	<b>Minutes of the last meeting</b> The minutes from the Parish Council meeting on 7 <sup>th</sup> November 2022 were circulated prior to the meeting. The minutes were proposed by Cllr Kronbergs and seconded by Cllr K Rawlings with all Councillors in agreement.	
6242	<b>Clerks Resignation</b> The Parish Council accepted the Clerks resignation and thanked her for everything she had done.	
6243	<b>COUNTY COUNCIL REPORT</b> Cllr Soons was not in attendance.	
6244	<b>Highways</b> a) Pavement opposite the Drs - CR 373892 The Parish Council are pleased with the works carried out on the pavement opposite the Doctor's Surgery. The surface water issue seems to have been resolved. The rest of the pavement is in a poor state of repair.  b) Duck crossing signs People regularly drive too fast through the village. The Parish Council has been asked to provide signs. Residents are encouraged to record/provide evidence of the problem. Clerk to request signs.  c) Barrow Hill pavement - CR:374241 Two driveways have been block paved over the pavement by an unlicensed contractor. Enforcement action being considered by highways.  d) Parking at the school - CR 377560 There is a lack of parking near the school. This is an ongoing problem. A request was put in for double yellow lines which was declined. Parking restrictions by the barriers already in place. WSC/police could take action if they see people parking by the barriers during the restricted times.	Clerk
6245	<b>NEIGHBOURHOOD PLAN</b> See appendix 1 for the report.	
6246	<b>Neighbourhood Plan Working Party</b> No volunteer came forward. Re agenda for next meeting.	
6247	<b>DISTRICT COUNCIL REPORT</b> Cllr Houlder was unable to attend	
6248	<b>To receive the Community Police Report</b> See appendix two for the police report from Cllr R Rawlings.	

6249	<p><b>Community infrastructure</b></p> <p>a) Agree locations for Trees for Denham Plan to plant two oak trees and two walnut trees near the roadside nature reserve and six apple trees outside Denham Estate. Denham Estate have kindly agreed to fund 50% with Cllr Holmes offering to fund the other 50%. The apples from the trees can be picked by local residents.</p> <p>The location of the trees was agreed. This was proposed but Cllr Steer and seconded by Cllr Ford.</p> <p>b) Consider clearing/tidying of Village Hall Car Park Clerk to obtain quotes to tidy up the car park.</p> <p>c) Parking on the Green outside the Weeping Willow This is an ongoing issue. Email has been sent to the Chestnut Group. Parish Council to consider erecting a post and rail fence.</p> <p>d) Tarmac area outside Chestnut Grange There are no plans to replace the tarmac outside this property as the area was never designed for cars. All parking is behind the house.</p> <p>e) Painted rock bench Cllr Pearson has taken delivery of the bench, once seats have been sourced it will be installed.</p>	<p>Clerk</p> <p>JP</p>
6250	<p><b>To consider correspondence re drainage issues on The Green</b> The Parish Council were happy to see the work completed on the access road. The Parish Council have received correspondence from a resident unhappy about the drainage in the area, informing the Parish Council they plan to speak to their solicitors with this in mind the Parish Council cannot discuss the matter further. The Parish Council take no responsibility for any structural damages.</p>	
6251	<p><b>Boundary commission review 3rd consultation</b> Barrow has been moved back within West Suffolk along with Clare and Cavendish.</p>	
6252	<p><b>Remembrance Sunday</b> There were issues with the road closure. Cllr R Rawlings to seek advice ahead of next year.</p>	
6253	<p><b>Village Maintenance Contract</b> The tender process has begun. The clerk has asked three contractors to tender for the contract. An extraordinary meeting will be called in January to consider the tenders.</p>	
6254	<p><b>To agree a new date for May Meeting due to Bank Holiday</b> Due the the Kings Coronation, the May meeting will be held on TUESDAY 9<sup>th</sup> May 2023.</p>	
6255	<p><b>To approve headstone size for ashes plots</b> Current policy states that headstones on the ashes plots can be a maximum of 12in x 18in. however there are a number of headstones that are 18inx18in.. It was agreed that going forward either size would be</p>	

	acceptable. This was proposed by Cllr K Rawlings and seconded by Cllr Holmes.	
<b>6256</b>	<b>Cost of Living Crisis</b> The Parish Council agreed a grant of £100 to Barrow Good Neighbours to be used to help parishioners with the cost of living crisis.	<b>Clerk</b>
<b>6257</b>	<b>S106 Monies – consider updating the skate park</b> WSC have confirmed the S106 monies could be used towards a new skate park. PW to obtain quotes to repair/renovate and extend the current skate park.	
<b>6258</b>	<b>To agree maintenance on the War Memorial inscriptions</b> Quotes to be obtained.	
<b>6259</b>	<b>Cllr Steers report on West Suffolk Parish and Town Forum</b> See appendix three for the report.	
<b>6260</b>	<b>SALC</b> a) SALC ebulletins Circulated for information  b) Clerk Election Briefing  Course booked for January.	
<b>6261</b>	<b>Financial Matters</b>  <b>a) To receive the council's current financial statement</b> Adoption of the Accounts was proposed by Cllr Holmes seconded by Cllr Steer with all Councillors in agreement.  <b>b) To confirm payments</b>	

**2022/2023 Accounts****EXPENDITURE**

Date	Payee	Amount	Notes
BACS – 02/11/2022	M Blackford	£49.99	AED replacement pads
BACS – 02/11/2022	T Austin	£129.30	October wages
BACS – 07/11/2022	HMRC	£32.20	October PAYE/NI
BACS – 16/11/2022	Hammond Ford	£252.00	Sept and Oct work
BACS – 16/11/2022	RH Landscapes	£732.00	October grass cutting
BACS – 16/11/2022	McGregor Services	£720.00	October grass cutting
BACS – 17/11/2022	RH Landscapes	£708.00	September grass cutting
BACS – 17/11/2022	McGregor Services	£458.00	August grass cutting
BACS – 17/11/2022	McGregor Services	£936.00	September grass cutting
BACS – 17/11/2022	PKF	£240.00	Audit fee
BACS – 29/11/2022	MJ Nunn	£19,814.36	Resurfacing of The Green
BACS – 29/11/2022	Gallaghers	£1,739.46	Insurance
BACS – 29/11/2022	Kat Bowe	£565.00	November wages
BACS – 29/11/2022	Suffolk County Council	£100.00	Suffolk Quiet Lanes Initiative

**RECEIPTS**

Date	Rec'd from	Amount	Notes
Various	Various	£287.50	Allotment payments
01/11/2022	Salvation Army	£80.86	Recycling Credits
07/11/2022	HMRC	£5,063.34	VAT repayment
16/11/2022	Village Hall	£1,330.00	Playing Field Cutting Contribution

The payments were proposed by Cllr Kronbergs and seconded by Cllr Steer

c) To approve invoices

There were no additional invoices to approve.

d) To approve cost of grit bin

An amount of £165 was agreed to purchase a new grit bin for Denham Lane/Brockley Lane. This was proposed by Cllr Kronbergs and seconded by Cllr Holmes.

e) To agree to ringfence monies in the Croziers Account for repairs of highways within the Parish

The Parish Council agreed that money received from the Croziers account would be ringfenced for Highway improvements. This was proposed by Cllr R Rawlings and seconded by Cllr Kronbergs.

f) To agree and approve the budget for 2023/2024

The budget was circulated prior to the meeting. This was approved at £28,243. This was proposed by Cllr Holmes and seconded by Cllr Kronbergs.

g) To agree and approve the precept for 2023/2024

An increase of 2% was agreed. This was proposed by Cllr Steer and seconded by Cllr Ford.

<b>6262</b>	<b>PLANNING</b> <b>DC/22/1999/FUL Pathfinder Stables Colethorpe Lane Barrow Suffolk</b> <b>IP29 5BE Planning application - one dwelling with detached double garage/office</b>  The Parish council objected the this planning application due to it being outside the village boundary.	
<b>6263</b>	<b>To note the following planning determinations</b> None.	
<b>6264</b>	<b>Report from enforcement officer regarding Proposed Dwelling Adjacent 2, Stoney Lane, Barrow, Suffolk,</b> The Planning Enforcement Office did not find any planning issues with the dwelling.	
<b>6265</b>	<b>DATE OF NEXT MEETING</b> 6 <sup>th</sup> February 2022 in the Committee Room of Barrow Village Hall at 7:15pm.  The meeting was closed at 9:40pm	

Signed: ..... (Chairman) date.....

## Appendix One

### Barrow-cum-Denham Neighbourhood Plan – File Note, presented at Parish Council Meeting 5<sup>th</sup> December 2022.

1. Further to the PC meeting on the 7<sup>th</sup> November, the following has taken place since then.
2. Following legal advice, we sent a letter to WS, confirming our objections to their preferred sites decision. We reiterated that our objective is committed to influencing development in the area to meet the Parish's needs, whilst ensuring such requirements are aligned with the ambitions of West Suffolk and the district as a whole. We referred to the Localism Act 2011 which was brought into force by the Government – *"The Localism Act sets out a series of measures with the potential to achieve a substantial and lasting shift in power away from central government and towards local people. They include new freedoms and flexibilities for local government; new rights and powers for communities and individuals; reform to make the planning system more democratic and more effective, and reform to ensure that decisions about housing are taken locally."* 1 Pursuant to Neighbourhood Planning (General) Regulations 2012. The Planning Practice Guidance *"Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They are able to choose where they want new homes, shops, and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and grant planning permission for the new buildings they want to see go ahead. Neighbourhood planning provides a powerful set of tools for local people to plan for the types of development to meet their community's needs and where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area."* We suggested that we should meet again to find a solution to our differences.
3. Furthermore, we pointed out that once the numbers had been agreed, at subsequent meetings we were left with the impression we would be free to select the sites, it was at our meeting in September where this changed.
4. To date, we have not received a reply.
5. Our original Planning Consultants, Planning Direct have decided not to work with us any longer, which is surprising and my view unprofessional. As they have been paid, we need to reclaim the monies for the work they have not conducted. **Action – to formally request a Statement detailing the credit due back to us.**
6. This has presented us with a challenge, however after considerable research, we have met with a consultant, namely Turley, who have the necessary expertise and resources to work with us on the NP, through to adoption. Turley's are a national company, employing 350 staff, from their regional offices across the country. It is with their Cambridge Office we are engaging with.
7. Having fully appraised Turley's of the current situation, they are confident in meeting the time frames required (timetable below). Due to copyright on Planning Direct's work, the elements they had completed needs to be re-written, which would have been the case anyway.
8. With regard to housing numbers, Turley's are surprised that WS should be taking this stance, particularly as we are not in dispute on this issue. Furthermore, in their experience they do not believe that the Planning Inspectorate would potentially allocate 340 houses even if they are presented with our NP and WS Local Plan. On this point we will need to be wary until such time that the threat is definitely removed.

9. On the discussions held so far, Turley's are of the opinion that we are able to provide a robust and evidence based NP supporting our preferred site.
10. Timeframe:
- (a) Initial Working Draft – early – mid January 2023
  - (b) Full Draft NP – Mid -end January
  - (c) Consultation – commencing by end January – 6 week period
  - (d) Propose sending to Aecom to enable appraisal process to commence. Suggest can also be sent to WS for their information
  - (e) Incorporate feedback from consultation into Draft NP
  - (f) Submission to Aecom for further comment
  - (g) Submission to West Suffolk – beginning/mid March
  - (h) On these time frames we will be trying to bring forward
11. The objective of the consultation period is to engage as many residents as possible in this process. It is likely we will need an extra-ordinary meeting to be held prior to the event, as well as a special edition of Newslink to be distributed to each household. We will need to have a presentation day in the village hall for residents and this will entail the assistance of Councillors to attend on the day.
12. Feedback form required; Website facility to allow feedback via this medium. Is there a mechanism for feedback via social media?

Ralph Rawlings  
5<sup>th</sup> December 2022



## **COMMUNITY POLICE REPORT – DECEMBER '22**

### **MESSAGES**

There were no messages from the Police to cascade this month. I have received notices from Police Connect on a range of topics, most of which have no relevance to our community.

However, the following may be of interest:

- New Chief Constable for Suffolk appointed, namely Rachel Kearton
- Suffolk Hopes Awards – Schools being asked to nominate young people who have contributed to the community. Categories include Diversity/Inclusivity; Respect & Kindness; Teamwork; Determination. I have forwarded this to Barrow School
- Christmas campaign highlighting dangers of drink/drug driving being conducted from 1<sup>st</sup> December through to 1<sup>st</sup> January 2023. Roadside checks to be conducted all hours of the day, including early mornings.
- Lorry drivers being warned of fuel thefts from parked vehicles, mainly in layby's on A14 and A12

Members of the public can sign up to receive news items from Police Connect.

### **REPORTED CRIME FOR THE MONTH OF OCTOBER '22 – Figures not yet published.**

Ralph Rawlings

5<sup>th</sup> December 2022

## Appendix three

### West Suffolk Council Parish and Town Forum; Followed by SALC area Forum

16<sup>th</sup> November 2022 6 pm – 8 pm

The main focus of the first meeting was to do with Cost of Living and Winter Pressures.

Anna Crisp, assistant director Knowledge, Intelligence and Evidence (SCC) presented the impact of winter pressures such as cold, damp houses and deprivation on people and especially children. She and Lucy Pettit (locality office, WSC) then went through the various options locally to help anyone suffering from deprivation.

There are various grants – locality budgets, warm spaces grants, The Community Chest. The locality officer can help anyone who needs this help.

There are leaflets and posters being printed.

Ben Crisp, Business Partner, Governance WSC talked about the forthcoming elections on 4<sup>th</sup> May 2023.

Parish election recharges – this information has been sent to Parish Clerks.

There will also be specific election briefing for Clerks in early 2023 – these will cover the election process in detail.

Polling cards will be sent out by WSC, who will pay for those.

If the election is uncontested, then admin costs on £100.

6 month rule – 9<sup>th</sup> May is the date that elected councillors shall retire their office and is the date that newly elected councillors shall come into office. No new vacancy before then can be re-elected but we can co-opt if we like.

If any vacancies arise, then these must be published to West Suffolk Council. Email [democratic.services@westsuffolk.gov.uk](mailto:democratic.services@westsuffolk.gov.uk)

Let the council know if the election is uncontested.

Election Act 2022 – 2 main changes to elections

1. **All voters must present photo ID along with their polling card.** If they do not have photo ID, the Council is required to issue Voter Authority Certificates. There will be extensive communication, on which the local authority is leading. The council will be sharing the material with Kat to be distributed and publicised.
2. **Accessibility requirements** – these have to be strengthened.

### Vincent Williams, Emergency Planning Officer, Suffolk Emergency Planning Unit

He spoke about the importance of having an up to date emergency Plan.

This is a list of Key contact People that councils can contact in case of emergency.

Plans should consider the risks to include – severe weather conditions, loss of utilities.

The plan should state where we could send people if the need of evacuation arose.

The plan should raise awareness and preparedness. It is a good thing to have if things do go wrong; templates and training can be provided.

Vince will be contacting the Parish Clerk to see how we are making progress.

Meeting closed

### **SALC Area forum – 7.30 – 8 pm**

The meeting voted on forum officers.

West Suffolk Area – the existing chair and Vice chair were voted to continue

Forest Heath Area – there was a request for Officers for this area, but none were forthcoming.

Sally Longmate then gave an update on various activities; did we feel informed about the Operation London Bridge?

Have we adapted the LGR Councillor Conduct Code.

There was input on the Health and well being of clerks and Councillors – importance of monitoring this?

There was a reminder of councillor induction sessions, Qualifications for Clerks.  
Dates for future meetings – March and June. Specific date to be published.