

# BARROW cum DENHAM PARISH COUNCIL

## MINUTES OF MEETING HELD ON ZOOM AS A VIRTUAL MEETING ON MONDAY 4<sup>th</sup> May 2020

**Present:**

Cllr Pearson Cllr M Howard Cllr Wilcock Cllr Pettitt	Cllr R Ford Cllr Holmes Cllr Wesley Cllr Hudson	Cllr Kronbergs Cllr Cousins  Clerk in attendance: Kat Bowe
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Minute Ref		Action																		
5543	<b>Election of Chairman</b> <i>(Chairman to sign Declaration of Acceptance of Office)</i>  Cllr Cousins proposed Cllr Pearson as the Chairman, this was seconded by Cllr Pettitt with all Councillors in agreement.  Cllr Pearson signed the acceptance of office.																			
5544	<b>Election of Vice Chairman</b>  Cllr Pettitt proposed Cllr Cousins as Vice Chairman, this was seconded by Cllr Wesley with all Cllrs in agreement.  Cllr Cousins signed the acceptance of office.																			
5545	<b>APOLOGIES FOR ABSENCE</b> Cllr Burton																			
5546	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> None																			
5547	<b>PUBLIC FORUM</b> None.																			
5548	<b>Appointment of Officers and Sub-Committees</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th><th>2019/20</th><th>2020/21</th></tr> </thead> <tbody> <tr> <td>Tree Officer</td><td>Mr P Wesley</td><td>Mr P Wesley</td></tr> <tr> <td>Police Representative</td><td>Mr R Ford</td><td>Mr R Ford</td></tr> <tr> <td>SALC Representative</td><td>Mr Z Kronbergs</td><td>Mr Z Kronbergs</td></tr> <tr> <td>Footpaths Officer</td><td>Mr J Bainbridge</td><td>Mr J Bainbridge</td></tr> <tr> <td>Charity Representatives</td><td>Ms. J Pettitt Ms. A Hudson</td><td>Ms. J Pettitt Ms. A Hudson</td></tr> </tbody> </table>		2019/20	2020/21	Tree Officer	Mr P Wesley	Mr P Wesley	Police Representative	Mr R Ford	Mr R Ford	SALC Representative	Mr Z Kronbergs	Mr Z Kronbergs	Footpaths Officer	Mr J Bainbridge	Mr J Bainbridge	Charity Representatives	Ms. J Pettitt Ms. A Hudson	Ms. J Pettitt Ms. A Hudson	
	2019/20	2020/21																		
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Police Representative	Mr R Ford	Mr R Ford																		
SALC Representative	Mr Z Kronbergs	Mr Z Kronbergs																		
Footpaths Officer	Mr J Bainbridge	Mr J Bainbridge																		
Charity Representatives	Ms. J Pettitt Ms. A Hudson	Ms. J Pettitt Ms. A Hudson																		

	Planning sub group	Mr J Pearson Ms A Hudson Mr Z Kronbergs Mr D Holmes Mr M Wilcock Mr M Howard	Mr J Pearson Ms A Hudson Mr Z Kronbergs Mr D Holmes Mr M Wilcock Mr M Howard	
5549	<b>COUNTY COUNCIL REPORT</b> Cllr Soons informed the Parish Council that the County Council had sent postcards to every house with contact details on to allow people to access help if needed during the COVID-29 crisis.  Cllr Soons confirmed that the local testing centre for COVID-19 is the Park and Ride at Copdock in Ipswich. Other sites are being discussed locally. These could be resourced by the military.  The County Report will be available on the website.  It was suggested that ongoing Highways issues are not raised again until after lockdown.  Brown bins are likely to be emptied again in the coming weeks. It is also probable that Household Recycling Centres will open but there will be strict social distancing in place and people will be advised to only visit if keeping the waste at home poses a health or environmental threat.			
5550	<b>To receive the Community Police Report.</b> Cllr Pearson confirmed that there is extra funding for additional officers and that recruitment is underway.			
5551	<b>Minutes of the last meeting</b> Having been previously circulated, the Minutes of the meeting held on Monday 2 <sup>nd</sup> March 2020, were proposed by Cllr Wilcock and seconded by Cllr Wesley with all Councillors in agreement.			
5552	<b>Decisions made during COVID-19</b> a) Circulation of forms and related costs Forms were sent to every household in the Parish to allow residents to identify themselves as needing help or able to volunteer. This came with additional printing costs and overtime.  b) Cancelling April's Meeting It was agreed that the April meeting would be cancelled due to lockdown  c) Burial Fees Cllr Howard suggested a suspension of burial fees during the pandemic, this will be reviewed in July.  d) Bench on Burthorpe Green Residents of Burthorpe Green requested permission to install a bench on Burthorpe Green in memory of a resident. Cllr Wilcock to oversee the location.			

	<p>e) Lift canopy of trees on the Green The Parish Council were asked by the village maintenance contractor if the canopies of the trees on the green could be lifted prior to the cutting season.</p> <p>f) Grant to Good Neighbours – COVID-19 A grant of £250 was provided to Good Neighbours to allow them to act as a bank for volunteers who are doing shopping and struggle to get reimbursed.</p> <p>g) Invoice for Mole Contract The invoice for the mole contract was approved. It was in line with what is paid every year.</p> <p>h) Street Cleaner The Street Cleaner felt he was unable to do his job safely in the current climate, he is not eligible to be furloughed and therefore is currently on unpaid leave. Additional PPE was offered.</p> <p>i) Subscription to Zoom The subscription to Zoom to enable virtual meetings was agreed. Cost £11.99 plus VAT.</p> <p>Items a-i were proposed by Cllr Kronbergs and seconded by Cllr Holmes with all Councillors in agreement.</p>	
5553	<p><b>Volunteer Scheme</b> The clerk provided an update on the volunteer scheme. There are currently 70 volunteers and 35 people requiring help. Everyone requiring help has been provided with a buddy. The clerk has rung everyone to ensure they are getting the help they need. The system is working well.</p> <p>The clerk read out a statement from Barrow cum Denham Good Neighbours: <i>Barrow and Denham Good Neighbours wish to record its thanks for the kind donation from the Parish Council of £250 for use as a cash float for the volunteers.</i></p> <p><i>It also records its strong appreciation to the Council for its expeditious response to the Covid crisis in arranging additional Volunteers and identifying where help is needed</i></p> <p>Cllr Pearson thanked the clerk for her efforts.</p>	
5554	<p><b>Village Infrastructure</b></p> <p>a) The Great British Spring Clean The Great British Spring Clean has been postponed till 27<sup>th</sup> September. Cllr Howard has registered our interest.</p> <p>b) VAS sign in 30mph on Colethorpe Lane A local resident has asked if the 30mph speed sign could be used on Colethorpe Lane. Clerk to see permission for a new post to be installed.</p> <p>c) Clothing Bank During the COVID-19 pandemic the clothing bank is not being emptied.</p>	Clerk

	<p>d) Blocked and smelly drainage ditch There has been an issue with a drainage ditch reported on the junction of Haysborder Road and Colethorpe Lane. Cllr Wesley to establish the problem and report back to the clerk.</p>	<b>PW/ Clerk</b>
<b>5555</b>	<p><b>Street Cleaning</b> Cllr Pearson to post on Facebook informing residents of the current situation and reminding them to take rubbish home or use the bins provided.</p>	<b>JP</b>
<b>5556</b>	<p><b>Annual Parish Meeting</b> The Annual Parish Meeting has been cancelled for this year due to COVID-19 pandemic. The Clerk received advice from SALC that this would be fully in compliance with the law.</p>	
<b>5557</b>	<p><b>Neighbourhood Plan</b> Cllr Howard provided a progress report. A grant for a habitat regulation assessment and Strategic Protection Assessment was applied for to carry out studies in the special protection area due to Stone Curlews . Both grants have been approved and the studies will be carried out by AECOM. Cllr Howard to liaise with the Clerk re completion of paperwork.</p> <p>The changes to the questionnaire have been made and the questionnaire is now on Survey Monkey. Printed questionnaires are done. Cllr Howard asked Cllrs to complete the questionnaire and to report back on any issues.</p> <p>Cllr Howard reported that the Secretary of State has ruled in favour of 400 houses in Newmarket. This has an impact on WSC's housing need pipeline. At the end of March WSC had 6.2 years housing supply and with the additional 400 this is now closer to 6.8 years, comfortably above the required 5 years.</p>	<b>All Clls</b>
<b>5558</b>	<p><b>BOROUGH COUNCIL REPORT</b> None</p>	
<b>5559</b>	<p><b>Social Cooperative</b> The Parish Council was contacted by a resident of Risby regarding a social cooperative. At present there is limited information. Cllr Kronbergs to make further contact. To be put on the agenda for next month.</p>	<b>ZK</b>
<b>5560</b>	<p><b>Financial Matters</b></p> <p><b>a) To receive the council's current financial statement</b> Adoption of the Accounts were proposed by Cllr Ford seconded by Cllr Holmes with all Councillors in agreement.</p> <p><b>b) To confirm payments</b></p>	

**PAYMENTS TO BE PRESENTED AT PARISH COUNCIL MEETING 6<sup>th</sup> April 2020**



**2020/2021 Accounts**

**EXPENDITURE**

Cheque No.	Payee	Amount	Notes
BACS	Hammond Ford & Co Ltd	£90.00	Work for Feb and March
BACS	SALC	£646.03	2020/2021 membership
BACS	McGregor Services	£144.00	Tree work on Greens
BACS	K Bowe	£254.35	Expenses and extra hours
BACS	R H Landscapes	£420.00	Grass cutting 1/4/2020

**Other invoices**

McGregor Services £936

Verse £260

Verse £40

RH Landscapes £708

Payments proposed by Cllr Pettitt and seconded by Cllr Wesley with all councillors in agreement.

**c) Newslink Invoices**

Due to the current climate it was deemed inappropriate to send out invoices for Newslink advertisements. This will be reviewed each quarter.

Cllr Howard suggested advertising the allotments in the next Newslink. All Councillors agreed.

Clerk to check if printers are still working. If so a special edition Newslink will be produced and delivered to all households at the beginning of June.

**d) SALC invoice**

Approved above.

**e) Approval of Annual Financial Accounts to 31<sup>st</sup> March 2018**

Not yet available

**f) Approve Section 1 of the Annual Return - The Annual Governance Statement**

Not yet available

**g) Approve Section 2 of the Annual Return - The Accounting Statements**

Not yet available

**h) Fees for Cemetery**

It was agreed to keep the cemetery fees the same this year. These will be reviewed in May 2021. This was proposed by Cllr Ford and seconded by Cllr Cousins with all councillors in agreement.

**i) Rents for allotments**

It was agreed that allotment fees would remain the same. This was proposed by Cllr Kronbergs and seconded by Cllr Wilcock with all councillors in agreement.

**Clerk**

**Clerk**

5561	<p><b>For information – no response sent</b></p> <p>DC/20/0393/FUL Barrow Hall Stables Church Road Barrow IP29 5AX Planning Application - 1no. shed (following removal of 2no. existing sheds)</p> <p>DC/20/0528/FUL Church Farm, Unit 9 Church Road Barrow IP29 5AX Planning Application - Partial change of use of storage and distribution warehouse (Class B8) to include office use (Class B1)</p>	
5562	<p><b>PLANNING</b></p> <p>None</p>	
5563	<p><b>To note the following planning determinations</b></p> <p>DC/20/0178/HH 31 Green Farm Lane Barrow IP29 5DN Householder Planning Application - (i) single storey rear extension and (ii) two storey side extension (incorporating existing garage) Approved</p> <p>DC/20/0039/HH 26 Stoney Lane Barrow IP29 5DD Householder Planning Application - (i) Rear single storey ground floor extension (ii) Front Porch (iii) New bay window (following the removal of existing bay window) Approved</p> <p>DC/19/2383/HH 25 Mill Lane Barrow IP29 5BS Householder Planning Application - (i) Two storey side extension with dormer (following demolition of existing garage) (ii) porch Approved</p> <p>DC/20/0063/HH 7 Abbots Close Denham IP29 5EN Householder Planning Application - (i) Single storey rear extension (following demolition of existing rear extension) (ii) remove and replace existing shed (retrospective Approved</p>	
5564	<p><b>Correspondence</b></p> <p>29/03/20 Resident Footpath It was acknowledged that the footpath from Orchard Farm Barns towards Denham Castle is narrow, however there was no support for this footpath to be closed.</p> <p>02/04/20 West Suffolk Council Message from Councillor John Griffiths, Leader of West Suffolk Council - COVID-19 For information</p> <p>02/04/20 SCC An Update from the Collaborative Communities Covid-19 Board For information</p> <p>08/04/20 WSC Message from West Suffolk Council's Chief Executive to all Parish and Town Councils For information</p>	

	<p>12/04/20 Resident Footpath See above.</p> <p>16/04/20 WSC Development Management Team Newsletter April 2020 For information</p> <p>17/04/20 WSC Message from Councillor John Griffiths, Leader of West Suffolk Council, to all Parish and Town Councils For information</p> <p>22/04/20 EACH Thank you letter For information</p> <p>24/04/20 SCC The Collaborative Communities Covid-19 Board Newsletter - April 24<sup>th</sup> For information</p> <p>Mar-Apr SALC Multiple SALC COVID-19 updates For information</p> <p>28/04/20 SARS Thank you letter For information</p>	
5565	<p><b>DATE OF NEXT MEETING</b> Monday 1<sup>st</sup> June 2020, virtual meeting via Zoom at 7.15pm.</p> <p>The meeting was closed at 8:30pm</p>	

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