

# BARROW cum DENHAM PARISH COUNCIL

## MINUTES OF MEETING HELD IN BARROW VILLAGE HALL ON MONDAY 4<sup>th</sup> OCTOBER 2021

**Present:**

Cllr Pearson Cllr Rawlings Cllr Ford	Cllr Holmes Cllr Kronbergs Cllr Bragg	Cllr Wesley  Clerk in attendance: Kat Bowe
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Minute Ref		Action
5899	<b>APOLOGIES FOR ABSENCE</b> Apologies from Cllr Cousins, Cllr Pettitt and County Councillor Soons	
5900	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> None	
5901	<b>PUBLIC FORUM</b> Seven members of the public were present. One candidate for the councillor vacancy gave a short summary of her career and reasons for applying for the position.	
5902	<b>Councillor Resignation- Andrea Hudson</b> The resignation of Cllr Hudson was formally accepted. This was proposed by Cllr Rawlings and seconded by Cllr Wesley. Cllr Pearson expressed his thanks for her huge contribution and stated that she will be missed.	
5903	<b>Councillor Vacancy Vote – Vacancy 1</b> The chairman confirmed the vote for the second vacancy would take place at an extraordinary meeting on Wednesday this was due to timescales from when then notice was given.  The Parish Council received four applications for the vacancies. The candidates were: Kirsty Rawlings Gareth Norman Rosemary Varley Jane Steer.  The councillors were asked to vote with a show of hands.  Kirsty Rawlings received 4 votes and Rosemary Varley received 2.  Kirsty Rawlings was co-opted onto the council.	
5904	<b>Presentation from developer re land East of Barrow Hill</b> Representatives from Lanpro gave a presentation re land East of Barrow Hill. They acknowledged the ongoing Neighbourhood Plan. The slides will	

	<p>be available on the Parish Council website. The proposed site would see housing wrapped around the Woodland Rise development. The impact would be minimal for the older part of the village. Consideration was taken to ensure green gaps to prevent coalescence with Burthorpe. The plot is big enough for 120 houses but Lanpro were mindful that the housing needs figure was closer to 77. The developer was keen to liaise with the Parish Council to discuss what facilities would be of interest such as allotments and the type of business for the business element. The site has good access and a local landowner willing to listen. The Parish Council could have an input on the type of houses/number of bedrooms/bungalows.</p> <p>It was confirmed that nothing was yet decided and there was flexibility regarding housing and employment opportunities such as a farm shop or a creche.</p> <p>Cllr Pearson pointed out that the employment area was part of the existing development.</p>	
<b>5905</b>	<p><b>COUNTY COUNCIL REPORT</b></p> <p>Cllr Soons sent her apologies but confirmed she has a meeting with Paul West on 18<sup>th</sup> October to discuss the Barrow drainage issues. Clerk to ask if Cllr Pearson could join the meeting.</p> <p>The inconsistencies of bus passes to secondary schools were raised. Some children are eligible whereas others aren't. This issue to be raised with Cllr Soons.</p>	
<b>5906</b>	<p><b>DISTRICT COUNCIL REPORT</b></p> <p>Clerk to ask why Cllr Houlder has not been present at the last two meetings.</p>	
<b>5907</b>	<p><b>To receive the Community Police Report</b></p> <p>Cllr Rawlings gave the police report. See Appendix 1.</p> <p>Cllr Rawlings asked why there had been no prosecutions in over 6 months, no reason was given. He also asked if there was an easy way to keep track of reported crimes and the outcomes but was told crime reference numbers were only given to the victim.</p>	
<b>5908</b>	<p><b>Minutes of the last meeting</b></p> <p>The minutes from the Parish Council meeting on 6<sup>th</sup> September 2021 were circulated prior to the meeting. The minutes were proposed by Cllr Holmes and seconded by Cllr Rawlings with all Councillors in agreement.</p>	
<b>5909</b>	<p><b>Highways</b></p> <p>a) Meeting with Paul West</p> <p>Clerk to request if Cllr Pearson can join the update meeting virtually. Paul listened to the Parish Council's concerns but did not make any promises. The Parish Council has been told there is no budget. Highways have received a significant amount of £106 from the developments in Barrow, it was not unreasonable to expect some to be spent in Barrow.</p>	

	<p>b) UPDATE: Important roadworks information: A14 junction 33 to 38 The works are being completed near Newmarket, at present the diversion is not through Barrow.</p> <p>c) A14 34 - 44 Presentation For information from Cllr Houlder. Concerns were raised over the length of the works.</p>	
5910	<p><b>Community Infrastructure</b></p> <p>a) Pond dredging The Clerk has spoken to Suffolk Wildlife Trust and been given a couple of potential contacts to follow up. Clerk to speak to SCC and ask if they could give a quote.</p> <p>b) Fishing permit and signs Cllr Ford has produced fishing permit signs. It was agreed the permit would start in January and would be an annual permit. The Parish Council needs to find a way to prevent parking next to the pond. Agenda item next month.</p> <p>c) Painted Rocks No update at Cllr Pettitt was not present.</p> <p>d) Request for additional Dog Bin (Near Cemetery) The Parish Council has received a request for a new dog bin near the cemetery. The Parish Council felt this was a reasonable request. It was agreed to install a bin with a restrictor bar at a cost of £335.99. This was proposed by Cllr Wesley and seconded by Cllr Kronbergs with all in agreement. Clerk to place order.</p> <p>e) Clearing dead tree in Brittons Road pond The Parish Council has been quoted £80 to remove the dead tree from the pond. This quote was proposed by Cllr Wesley and seconded by Cllr Rawlings.</p> <p>f) Leaning Wall at Howletts Yard The Parish Council was asked for permission to secure the wall which would involve going onto Parish Land and installing two new buttress piers. This was agreed by all. They also requested if a silver birch could be coppiced. Cllr Wesley to look at the tree.</p>	<p>Clerk</p> <p>Clerk</p> <p>JenP</p> <p>Clerk</p>
5911	<p><b>Letter of Complaint re Noise from Three Horseshoes Pub on 17<sup>th</sup> September</b></p> <p>The Parish Council received a letter of complaint from a local resident regarding the noise from the pub on 17<sup>th</sup> September. It was acknowledged there was not much the Parish Council could do and it was suggested the resident takes it up with the community police team.</p>	
5912	<p><b>Neighbourhood Plan</b></p> <p>a) Final WSC SHELAA report See Appendix 2 for the report.</p> <p>Cllr Kronbergs confirmed that the sites north of Church Road, East of Colethorpe Lane and some sites to the South West have been deferred in</p>	

	<p>the final SHELAA report. The rest of the sites including the land East of Barrow Hill and the land referred to in the earlier presentation are confirmed as available and achievable.</p> <p>b) Draft AECOM report The report was circulated to all Councillors. The NHP working party have been working through the document. One site (BD9) marked as green may be unacceptable due to possible coalescence and the Parish Council has already received a planning application for BD10.</p> <p>c) Report on meeting with WSC on 30 September Revised Housing Needs Assessment figures should be released in December. The local plan is scheduled for adoption in 2023 and the NHP must be completed before then. Cllr Kronbergs to draw up a timetable for the NHP. He did recognise that elements of the timetable will be out of the Parish Councils control.</p> <p>d) West Suffolk Local Plan – review of services and facilities The Parish Councils response included the lack of suitable childcare options in the village.</p> <p>Cllr Kronbergs had a meeting with Planning Direct. The policy on sites and housing strategy which will align with the AECOM report will be finalised in the New Year once the Housing Needs Assessment number has been confirmed.</p> <p>The aim is to have the plan ready for the pre-submission consultation by February 2022.</p>	<b>ZK</b>
<b>5913</b>	<p><b>Risk assessment for returning to the committee room for meetings</b> The Clerk circulated the risk assessment prior to the meeting. The risk assessment for returning to the committee room for meetings was proposed by Cllr Ford and seconded by Cllr Rawlings with all in agreement.</p>	
<b>5914</b>	<p><b>Clothes Bank Tonnage Price</b> The Salvation Army has changed the payment made for textiles up from 50% MRW to 100% MRW. The rate will be reviewed monthly.</p>	
<b>5915</b>	<p><b>Ref 57182448 Anglian Water strategic water network programme – route planning in your area</b> Anglian Water provided the Parish Council with an update on the project.</p>	
<b>5916</b>	<p><b>Terms of reference</b> The revised terms of reference were circulated prior to the meeting which included new terms of reference for the NHP working party. These were proposed by Cllr Wesley and seconded by Cllr Rawlings with all in agreement.</p>	
<b>5917</b>	<p><b>Tree Wardens - Message from Cllr Andy Drummond, Portfolio Holder for Regulatory and Environment, West Suffolk Council</b> The Parish Council have been offered some sapling trees by a resident and plan to take up the offer. Cllr Wesley to get a price for two lime trees. One for The Green and one for Burthorpe.</p>	<b>PW</b>

5918	<b>Observations -- The Mary Beale exhibition</b> The church has requested a contribution towards a small Mary Beale exhibition they are holding. It was agreed the Parish Council would give a grant of £50 towards the costs. This was proposed by Cllr Pearson and seconded by Cllr Ford with all in agreement.																	
5919	<b>SALC</b> E-bulletins circulated for information.																	
520	<b>Financial Matters</b>  <b>a) To receive the council's current financial statement</b> Adoption of the Accounts were proposed by Cllr Wesley seconded by Cllr Ford with all Councillors in agreement.  <b>b) To confirm payments</b>  <b>PAYMENTS TO BE PRESENTED AT PARISH COUNCIL MEETING 4<sup>th</sup> OCTOBER 2021</b>  <div><b>2021/2022 Accounts</b>  <b>EXPENDITURE</b> <table><tr><th>Cheque No.</th><th>Payee</th><th>Amount</th><th>Notes</th></tr><tr><td>BACS</td><td>R H Landscapes</td><td>£708.00</td><td>July grass cutting</td></tr><tr><td>BACS</td><td>PKF</td><td>£240.00</td><td>2020/2021 audit</td></tr><tr><td>BACS</td><td>R H Landscapes</td><td>£798.00</td><td>August grass cutting and hedges</td></tr></table></div> The payments were approved. These were proposed by Cllr Kronbergs and seconded by Cllr Holmes with all in agreement. It was agreed to write off an outstanding allotment invoice for £15. This was proposed by Cllr Kronbergs and seconded by Cllr Holmes with all in agreement.  <b>Other invoices:</b> Hammond and Ford £198 The invoice above was approved. This was proposed by Cllr Kronbergs and seconded by Cllr Rawlings.  a) To Approve insurance quote The insurance renewal was approved. This was proposed by Cllr Kronbergs and seconded by Cllr Rawlings with all in agreement.  b) To approve Audit conclusion The audit conclusion was accepted by the Council. This was proposed by Cllr Ford and seconded by Cllr Kronbergs with all in agreement  c) VAS Repair - £100  The repair cost of £100 was proposed by Cllr Ford and seconded by Cllr Wesley with all in agreement	Cheque No.	Payee	Amount	Notes	BACS	R H Landscapes	£708.00	July grass cutting	BACS	PKF	£240.00	2020/2021 audit	BACS	R H Landscapes	£798.00	August grass cutting and hedges	Clerk
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5921	<b>PLANNING</b> DC/21/1704/HH Land Adjacent Church Farmhouse Church Lane Barrow Suffolk Householder planning application - single storey rear extension  No objection																	

	<p>DC/21/1705/LB Land Adjacent Church Farmhouse Church Lane Barrow Suffolk Application for listed building consent - single storey rear extension</p> <p>No objection</p> <p>DC/21/1731/HH 4 Beale Road Barrow IP29 5ES Householder planning application - single storey side and rear extension</p> <p>No objection</p> <p>DC/21/1706/FUL Dwelling The Old Bakery Site Bury Road Barrow Suffolk Planning application - one dwelling</p> <p>No objection</p> <p>DC/21/1816/HH Moat Cottage 26 The Street Barrow IP29 5AP Householder planning applicaiton - first floor rear extension</p> <p>No objection</p>	
5922	<p><b>To note the following planning determinations</b></p> <p>DC/21/0646/FUL Plot 1 Land At Three Horseshoes The Street Barrow Suffolk Planning application - two dwellings with associated landscaping Refuse application</p> <p>DC/21/0947/HH Denham Priory Barrow Road Denham Bury St Edmunds Suffolk IP29 5EW Householder planning application - a. conversion of outbuilding into annexe with porch b. alterations to existing spa room to create gymnasium to include bi fold doors to replace existing circular bay window, removal of existing door and replace with one window, c. infill extension with replacement flat roof Approve application</p> <p>DC/21/0948/LB Denham Priory Barrow Road Denham Bury St Edmunds Suffolk IP29 5EW Application for listed building consent - a. conversion of outbuilding into annexe with porch and small timber ramp for access b. alterations to existing spa room to create gymnasium to include bi fold doors to replace existing circular bay window, removal of existing door and replace with one window, c. infill extension with replacement flat root Approve application</p> <p>DC/21/1005/FUL Church Farmhouse Church Lane Barrow IP29 5BA Planning application - a. change of use of land from paddock to domestic garden b. tennis courts c. 2.7 metre high chain link fence Approve application</p>	

5923	<b>DATE OF NEXT MEETING</b> <b>Extraordinary Meeting - Wednesday 6<sup>th</sup> October at 7:15pm Committee Room</b>  <b>Parish Council Meeting Monday 1<sup>st</sup> November 2021 at 7:15pm in the Committee Room</b> The meeting was closed 8:55pm	
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Signed: ..... (Chairman) date.....

## APPENDIX 1

### COMMUNITY POLICE REPORT – OCTOBER 2021

#### MESSAGES

There have been no messages from the Police to cascade to community. We received late on the 20<sup>th</sup> September, notification that a zoom meeting was taking place the following day, topic being “How to avoid Scams”. This was being organised by Care UK, alongside the police. Unfortunately, this was received too late, so I took no action. The Community Officer hopes to repeat this, preferably as a face to face meeting in the future.

#### REPORTED CRIME FOR THE MONTH OF AUGUST 2021 – Total number = 3

CATEGORY	LOCATION	TIMELINE/ACTION
Other Theft	On/near Meadow Way	Under investigation
Anti - Social	On/near Hudson Way	No crime timeline data
Anti - Social	On/near Denham Road	No crime timeline data

As a matter of interest 2 crimes were reported for burglary on /near the A14 and parking area, close to the Barrow border, comes under Risby figures. No suspect identified in both cases.

Ralph Rawlings  
30<sup>th</sup> September 2021



## APPENDIX 2

### BARROW CUM DENHAM PARISH COUNCIL MEETING OF 4 OCTOBER 2021 REPORT ON AGENDA ITEM 14: NEIGHBOURHOOD PLAN

Since the PC's previous meeting on 6 September, progress has been as follows:

*(a) WSC 2020 Issues and Options Site Submission Review*

This is the document referred to in the Agenda as 'Final WSC SHELAA report'. It is West Suffolk Council's (WSC's) conclusion on the sites submitted by landowners for the SHELAA process. It was published on WSC's website in July 2020 without any attendant publicity, so the Neighbourhood Plan Working Group (NPWG) was unaware of it until we saw reference to it in the AECOM draft report (see below). This has been circulated to councillors. In brief, it deferred all the sites to the north of Church Road and east of Colethorpe Lane (Quadrant 4) and some sites to the south-west but classed the rest as available and achievable.

The following link shows a map of the sites (blue included; red deferred):

<https://maps.westsuffolk.gov.uk/MyWestSuffolk.aspx>

*(b) Draft AECOM report*

This is AECOM's report on site assessment and selection criteria, in draft form for comment. It was made available to us on 22 September and has now been circulated to all councillors for information. It is over 120 pages in length and is still under consideration by the NPWG. We shall be meeting later this week to draft our response. The draft report classifies all sites according to the traffic-light system. Two are ranked green: BD9 and BD10. Without prejudging the NPWG response, I should be surprised if it agreed with the assessment of BD9. BD10 is already the subject of a planning application (see Agenda Item 23).

*(c) Report on meeting with WSC on 30 September*

The notes on this meeting, prepared by WSC, have been circulated to councillors. It was a virtual meeting, attended on behalf of the PC by Cllrs Ford and Rawlings and myself.

The chief take-aways from this meeting are as follows:

- Another meeting is scheduled for December 2021, at which WSC will reveal its recalculated Housing Need figure for Barrow. Councillors will recall that WSC's indicative housing need figure for Barrow after taking into account existing commitments (159) was 106% greater than ours (77), as calculated by AECOM and agreed by Planning Direct. WSC's latest figure is 148. We still believe the methodology used by WSC was flawed. It remains to be seen whether the December figure recognises this.
- The need for urgency. The Local Plan is still scheduled for adoption in 2023 and it is vital that our NP be adopted before then. See further below (paragraph (e)).

*(d) West Suffolk Local Plan – Review of services and facilities*

This agenda item refers to the Sustainable Settlements matrix that was sent to the PC for response by 30 September. As agreed at our meeting on 6 September, our response included a note on the unsatisfactory state of early-years provision.

*(e) Meeting with Andrew Cann of Planning Direct*

I had a constructive meeting with Andrew Cann on Friday 1 October. We agreed that policy finalisation on sites and housing strategy would await WSC's housing requirement figure (see under paragraph (c)) and drew up a draft timetable for the NP process. Other policies already exist in draft form in the NP working draft.

The draft timetable has yet to be discussed by the NPWG but envisages having the plan ready for pre-submission consultation (with the parish) in February 2022.

Cllr Zigurds Kronbergs

4 October 2021

Abbreviations used: PC = Parish Council