

**BARROW cum DENHAM PARISH COUNCIL**

**MINUTES OF MEETING HELD IN THE COMMITTEE ROOM OF BARROW VILLAGE HALL ON  
Monday 6<sup>th</sup> November 2023**

**Present:**

Cllr R Rawlings Cllr Wesley Cllr Cousins	Cllr Pearson Cllr Steer Cllr France	Clerk in attendance: Rachel Chilton
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Minute Ref		Action
6469	<p><b>APOLOGIES FOR ABSENCE</b> Cllr Ford Cllr Holmes Cllr Bragg</p> <p><b>Meeting started at 7:26pm</b></p>	
6470	<p><b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> Cllr Steer declared an interest in the Neighbourhood Plan</p>	
6471	<p><b>PUBLIC FORUM: 13 members of the public present</b> Member of the public reading a personal statement – attached.</p> <p>Member of the public asking how are the responses received to be presented. Cllr Pearson explaining they will be visible to all with all personal information redacted. Cllr Rawlings explaining these will be on the Council website and dedicated site.</p> <p>Member of the public asking will the actions of the Parish Council be noted – Cllr Pearson responded – yes.</p> <p>Member of the public asking how are comments going to guide the Parish Council. Cllr Pearson responded – that is the point of the consultation.</p> <p>General discussion (repetitive from previous meetings) over site preference and capacity of sites and being in line with West Suffolk Council's Local Plan.</p>	
6472	<p><b>Minutes of the last meeting</b> Cllr Pearson read out amendments to be made. These have been made in manuscript. Proposed: Cllr Steer Seconded: Cllr Wesley</p>	
6473	<p><b>To receive the County Council Report</b> No representative in attendance.</p>	

6474	<b>DISTRICT COUNCIL REPORT</b> No representative in attendance.	
6475	<b>Community Police Report</b> See attached report.	
6476	<b>Community Infrastructure</b> <ul style="list-style-type: none"> <li>a) Pop up library – Community Chest Fund – Cllr Steer has received no response as yet – nothing to report.</li> <li>b) Quiet Lanes update – Cllr Cousins will drive around to check the posts.</li> <li>c) 20s Plenty – Cllr France forwarded all the information he had to Cllr Soons. Noted that Swaffham have agreed to enter a trial of the 20mph limit.</li> <li>d) Proposed footpath diversion (Denham 10) – Cllr Pearson read the response received by the Parish Council – they would discuss the comments with the applicant.</li> <li>e) Changing facility – Cllr Rawlings noted we have received some quotes and further discussions were to be had on composition, access, electricity connection. Specifications are to be agreed. Cllr Pearson suggested we approach West Suffolk Council to release funds/confirm funds available.</li> <li>f) Access road The Green – Cllr Wesley noted we had not received any quotes – at this stage we cannot move the matter forward.</li> <li>g) Speed sign Colethorpe Lane – comments from Cllrs on location – it wouldn't work in the current location with Solar panels and safety. Quotes to be sort for a new post in a better location.</li> <li>h) Dropped kerb Brittons Crescent – Cllr Pearson noting there is a £400 fee just to apply. All Cllrs in favour of applying.</li> <li>i) D-Day update – Cllr Steer saying that we need to form a committee. Volunteers confirmed as Cllr Wesley, Cllr Steer, Cllr France and Clerk. Meeting to be set to start organising event.</li> </ul>	
6477	<b>Polling Stations – site proposal</b> Cllr Pearson reading out correspondence received following a survey of polling stations and Denham was deemed unsuitable at St Mary's Church. Cllr Cousins is against shutting this as a polling station. Denham is a separate village. There are no pathways from Denham to Barrow that would be suitable for parishioners to walk to Barrow. Denham has one of the highest turnouts. The facilities have not changed and not been a problem in the past. Majority in favour of rejecting their bid to close the site as a polling station. Cllr Cousins to draft a response.	Cllr Cousins
6478	<b>Barrow School – parking</b> Correspondence has been received regarding parking issues at the school again. Cllr Pearson noting this has been a long running problem. General discussion regarding potential options, yellow lines need renewing as they are faded. Cannot put up permanent posts as it is a carriageway. Parish Council to approach the school to reiterate the issues is continuing. Quotes to be sought for renewal of yellow lines.	
6479	<b>Neighbourhood Plan – Update by Cllr Rawlings</b> Attached.	



6475

**COMMUNITY POLICE REPORT – OCTOBER 2023**

**MESSAGES CASCADED**

There were no messages to cascade this month.

**REPORTED CRIME FOR THE MONTH OF AUGUST '23 = 3**

**Violence & Sexual = 1**

**Anti-Social Behaviour = 1**

**Criminal Damage & Arson = 1**

CATEGORY	LOCATION	TIMELINE/ACTION
Violence & Sexual	On or near Barrow Rd, Denham	Unable to prosecute suspect
Anti-Social Behaviour	On or near Beal Rd.	No crime timeline
Criminal Damage & Arson	On or near Cedar Rd	Local Resolution

**REPORTED CRIME FOR THE MONTH OF SEPTEMBER 2023 = 11**

**Violence & Sexual = 7**

**Criminal Damage = 2**

**Other = 2 (includes forgery, perjury and misc.)**

CATEGORY	LOCATION	TIMELINE/ACTION
Violence & Sexual	On or near Simpson Way	Under investigation
Violence & Sexual	On or near Macdonald Way	Under investigation
Violence & Sexual	On or near Meadow Way	Action by another organisation
Violence & Sexual	On or near Poplar Close	Under investigation
Violence & Sexual	On or near Poplar Close	Under investigation
Violence & Sexual	On or near Poplar Close	Under investigation
Violence & Sexual	On or near Poplar Close	Unable to prosecute suspect
Criminal Damage & Arson	On or near Barrow Rd, Denham	Investigation complete – no suspect identified
Criminal Damage & Arson	On or near Cedar Crescent	Investigation complete, no suspect identified.
Other crime	On or near Lylleyes Field Drive	Under investigation
Other crime	On or near Meadow Way	Further investigation not in the public interest.

Ralph Rawlings

6<sup>th</sup> November 2023.

6479

**Notes for PC meeting ref NP Consultation resident's comments - 6<sup>th</sup>  
November 2023**

**Responses**

A total of 190 responses were received, as follows:

- At the public presentation on 16<sup>th</sup> September 2023 = 3
- Deposited at the Post Office = 27
- Online via website = 97
- By email direct to Parish Council clerk = 29
- By post direct to Parish Council clerk = 34

**Current action**

1. All responses are being recorded by individually.
2. Responses are being redacted to omit personal data, names, addresses and email details.
3. Responses can be viewed by the public.
4. Comments received are being recorded and collated and will be made available in the public domain.
5. A detailed report will be given at the next scheduled PC meeting on 4<sup>th</sup> December 2023.

**Time frames**

- The recording and collation of the responses will be completed during November 2023
- Comments to be included within the NP and the revised draft to be circulated to Councillors by the end of November.
- Final draft to be approved by Councillors at the next Parish Council meeting on 4<sup>th</sup> December 2023.
- Submission to West Suffolk Council mid – December 2023.

Ralph Rawlings

6<sup>th</sup> November 2023.

## Item 9

As you know, West Suffolk Council is currently carrying out a statutory review of polling districts and polling places in readiness for the next scheduled Police and Crime Commissioner elections on 2 May 2024 and for any UK General Election to be held by January 2025. This helps to ensure that communities across West Suffolk have reasonable facilities for voting and that polling stations are accessible to disabled persons.

As part of the review, we are reviewing accessibility at existing polling stations and considering whether changes may be required. With regard to the polling place for the Denham polling district, the feedback from a recent audit and the Polling Station Inspector visit at the May 2023 elections was that the St Mary's Church, where polling is currently held, is not accessible to disabled persons and that there is not adequate lighting externally or internally. In addition to this the facility does not have running water or toilet facilities on site. We do not believe that an alternative facility is available in Denham and it is therefore recommended that we combine with the polling station at Barrow Village Hall, which part of the same parish. This will future-proof our polling arrangements and provide better accessibility for all electors.

We would welcome the Parish Councils feedback regarding this proposal and if there are any suggestions as to alternative locations where a polling station could be held in Denham, then we would be pleased to receive details so that we could investigate this further. Your local knowledge and input with this process will be gratefully received and if you would like to discuss or suggest solutions then I'd be happy to have a telephone call, teams discussion or meeting in person. I or a person from the team would also be willing to meet at an alternative facility if appropriate.

When making comments or suggesting alternative venues, please consider that whatever arrangements we make, they should be accessible to disabled electors and provide reasonable facilities both for electors and polling staff.

The deadline for responses to the consultation is 10 November 2023 and the revised polling arrangements will be considered at the meeting of West Suffolk Council on 19 December 2023.

Comments and representations can be submitted in the following ways:

Email: [elections@westsuffolk.gov.uk](mailto:elections@westsuffolk.gov.uk)

Post: Electoral Services, West Suffolk Council, Western Way, Bury St Edmunds, Suffolk, IP33 3Y

If able to, please publicise the polling district review in your area so that residents and local groups may make representations and suggest alternative venues too. Please direct them to our website where details of the review can be found: <https://www.westsuffolk.gov.uk/Council/Consultations/review-of-polling-districts-and-polling-places-2023.cfm>

We are also sharing details of the review on our social media pages, sharing to local community pages where available, and with the local ward member too.

If you have any questions, please do not hesitate to contact me by email to [elections@westsuffolk.gov.uk](mailto:elections@westsuffolk.gov.uk) or telephone 01284 757101.

**Item 10.**

To whom it may concern

As a resident of the village for 40 plus years, I feel compelled to write this e-mail to you the village parish council . Yesterday the 10th of October , whilst coming back through the village I was shocked to see the village brought to a stand still by the irresponsible and totally dangerous parking in and around the Barrow school . Not only where there cars parked all the way round the bend and in front of the safety barrier but they were all the way up to the junction itself .

The parking shows a total disregard for everyone in the village and add to that fact there was an ambulance on a call out that was totally unable to get through and was at a standstill even though it had both sirens and lights going . This situation has been a worry in the village for some time now and is only getting worse , if it continues I fear there will be a bad accident on the road or even worse involving a parent and child!

If the school refuses to acknowledge or take responsibility for this problem then can the council take action? The school continues to grow which is a credit to the village but their total lack of interest in stopping this problem is becoming ridiculous

I sincerely hope this e-mail will help to get some action taken to resolve this dangerous and continuing problem .

**Item 12**

I write further to the email of and letter dated 14 June 2023 (below and letter attached for ease of reference), on behalf of my client, Fleur-Hill, regarding our query on the site selection process for the draft Barrow-cum-Denham Neighbourhood Plan.

We kindly and respectfully requested for your reply to our letter, and I note that we have not yet received a response.

Please note that, in the interim, we have been in discussions with Officers at West Suffolk District Council (WSDC) regarding the points raised in our letter. They have confirmed in correspondence that they have not issued any direction or advice to Barrow Cum Denham Parish Council that would prejudice or prevent the Parish Council from considering any sites (whether deferred in the emerging Local Plan or not) on a legal or policy guidance basis. They have confirmed that this is a matter and process for the Parish Council to consider. They also agree with our interpretation of the policy guidance that the Parish Council can consider any site in their selection process.

This would therefore appear to be contrary to statements made at various Parish Council meetings including on 4<sup>th</sup> September 2023, where Councillors have stated that they cannot legally consider our site.

At our public exhibition earlier this year (29<sup>th</sup> March 2023), a number of local residents raised concerns with us over the site selection process for the emerging Neighbourhood Plan. We therefore feel the statement that the site at Colethorpe Lane cannot be considered for 'legal' reasons and that it is based on guidance given by WSDC Officers is misleading to your parishioners and also a flaw in your site selection process.

Therefore, for the purposes of transparency, we would be grateful for your urgent attention on this matter in responding to our query in light of the current consultation on the draft Neighbourhood Plan. Please can you confirm your safe receipt of this email and attached letter, and your timescale for responding to our query on the site selection process?

I look forward to hearing from you.

Letter as stated above:

I write on behalf of my client, Fleur-Hill, as their planning consultant, in connection with the above site, which I have been working with them on to promote as a housing allocation through the various stages of the emerging West Suffolk Local Plan and emerging Neighbourhood Plan. The purpose of this letter to clarify an issue that was raised at the Parish Council meeting on Monday 5th June 2023 and which has been raised previously. The issue relates to whether the above site can be considered as part of the Neighbourhood Plan even though it is not a 'preferred site' for Barrow in the emerging West Suffolk Local Plan or 'deferred' in their evidence base document SHELAA. At the Parish Council meeting, a discussion took place in which a view was expressed by a Parish Councillor that he could not conceivably understand why the above site would not be considered by the District Council for allocation. This led to a response stating that, as the Parish Council, they could not 'legally' approach West Suffolk District Council about allocating the site in the Neighbourhood Plan due to it not having a draft allocation in the emerging Local Plan. We are unclear why this is the view of the Parish Council as the issue about not being able to 'legally' consider alternative sites for allocation in the Neighbourhood Plan to those in the emerging Local Plan, we do not believe to be correct. According to the relevant sections of the National Planning Policy Guidance (NPPG): "Plan Making" and "Neighbourhood Planning", our interpretation is that a Neighbourhood Plan can allocate additional or alternative sites to those in an emerging local plan where it is supported by evidence to demonstrate need/local circumstances which differ from those identified in an emerging local plan. If anything, neighbourhood allocations seem to take precedence over emerging local plan allocation. Neighbourhood bodies can also draft their own policies to reflect and respond to the unique characteristics and planning context of the specific neighbourhood area. The key purpose of a Neighbourhood Plan is to give local communities direct powers to shape the development and growth of their local area over the next 10 years or more. In this instance, the West Suffolk Local Plan Preferred Option (Regulation 18), Part Three: Site Allocations document identifies two residential allocations (3.01a: Land south of Bury Road and 3.01b land south of Denham Road). The emerging Neighbourhood Plan is considering five potential housing allocations, which are different to the sites proposed for allocation in the Preferred Options Local Plan. Therefore, there are already differences between the emerging Local Plan and Neighbourhood Plan about which sites are being considered for allocation. .../Page 2 Land west of Church Road and east of Colethorpe Lane, Barrow Classification : Internal Furthermore, Barrow is a Key Service Centre in the settlement hierarchy and so a



sustainable location for growth and we have demonstrated the significant benefits that allocating/developing the site for housing (or a mix of uses) would bring to Barrow and the local community. Such as providing further local employment opportunities, the existing school with additional land to potentially expand into, and with the site being to the north of the village, future housing on the site would reduce traffic movement through Barrow compared to the sites identified. The site is also in the preferred location (quadrant 4) for future growth in Barrow as demonstrated in question 32 of the Report on Responses to Questionnaire for the Neighbourhood Plan. The community's support for the site was further demonstrated from the feedback as a result of our exhibition; reports of the results you have seen. Therefore, in our opinion the power is in the Parish Council's hands as to which site/s are chosen for future growth and we hope that our site will be given further consideration. In view of the above, clarification on the issue about whether or not it is legal to consider alternative or additional sites, please can you kindly inform us what legislation, guidance or planning advice you are basing your decision-making on regarding our client's site so we can respond accordingly? On behalf of Fleur-Hill, we look forward to continuing to work with the Parish Council on the above site, as part of the emerging Neighbourhood Plan process. In the meantime, if there is anything further we can provide about the site to assist with your considerations then do not hesitate to contact me.

#### **Item 14**

Hello, the update below is sent to all town and parish councils in West Suffolk on behalf of Cllr David Taylor.

Good afternoon

I wrote to you all earlier this month to advise you that due to continuing day-time incidents of fighting, threatening behaviour and other crime and anti-social behaviour, my intention was to close the Bury St Edmunds Bus Station Waiting Room from 1 November.

This is to update you all with a change of plan.

I believe politicians should be prepared to listen. I have listened to the feedback and the concerns raised with relation to closing the waiting room, particularly at this time of year.

Let me be clear, the incidents have not stopped, people have raised safety fears and our CCTV room continues to monitor the area as it has, alerting police to incidents and providing evidence for any crimes committed.

So, in order to keep the waiting room open and to give bus station users greater confidence to use the facility, we will be employing security guards at the bus station waiting room. While we are not putting a time limit for how long for at this stage, it will be for at the very least the winter period, while other work takes place in tandem to try to address the crime and anti-social behaviour that has been taking place since March. As well as hopefully acting as a deterrent, the security guards will be another source to alert police to any incidents in or near the premises.

Our leader Cllr Cliff Waterman has also met with Bury St Edmunds Police. We want to continue to work with and support police in any way that we can in addressing this issue.

It cannot be right that we are faced with closing public facilities because of the criminal and anti-social behaviour acts of a few.

Alongside this we will be looking at the long-term future of the part of the bus station and how this part of the town centre can be improved to offer a better experience to people arriving in Bury St Edmunds.

With best wishes

Cllr David Taylor  
Cabinet Member for Operations  
West Suffolk Council.

