MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON MONDAY 24th APRIL 2019 COMMENCING AT 6.30 PM

Members present: Councillor Philip Reeve chaired the Meeting with Councillors Maggie Dunn, Matthew Parker, Nicky Crouch, Peter Fisk, Diana Boys, Nick Ellis and Kate Trevitt.

1.0 Chairman's Welcome and to receive apologies for absence

Councillor Philip Reeve welcomed everyone to the meeting.

2.0 Open Public Session

An open public session was not on the agenda for today due to the following Annual Parish Meeting but Councillor Philip Reeve was happy to hear some concerns from residents relating to work in Icepits Wood.

3.0 To receive members Declarations of Interest and any written requests for dispensation

There were no declarations of interest or request for dispensations.

4.0 Financial – Council to consider

Payment of Accounts – The Council resolved to pay the following accounts.
 Proposed by Councillor Philip Reeve, seconded by Councillor Maggie Dunn, unanimous decision.

Payee	Details	Chq no.	Total	VAT reclaimed
HMRC	PAYE	D/D	£120.48	
S Deare	Neighbourhood Plan	2075	£216.00	
	Clerk salary			
L Harley	Clerk salary	S/O	£924.42	
NEST	Clerk pension	D/D	£33.63	
Suffolk	Allotment Rent	D/D	£60.00	
County				
Council				
West Suffolk	Bin emptying annual	D/D	£923.52	
Council	charge			
Multisigns	Banner for litter pick	2076	£37.20	£6.20
SALC	Subscription	2077	£736.33	
Places 4	Neighbourhood Plan	2078	£3,307.92	£551.32
People	consultant			
Groundwork	Refund of	2079	£495.40	
UK	Neighbourhood Plan			
	grant			
D Boys	Refund for 'Pick up	2080	£36.00	£6.00
	your litter' signs			
Total			£6,890.90	£563.52
payments				
April				

<u>4.2</u>

4.1

b) Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them, the bank reconciliations and any items arising from risk assessments – Councillor Dunn checked the bank reconciliations which had been circulated to Councillors. There were no questions. Bank balances at 28/3/19:

Current A/C	£23,722.12
Bus Reserve	£60,436.49
Total	£84,158.61

Items paid/owed from newsletter	Received: £150 Bear at Beyton and £150 Pest Solutions for advertising in newsletter
	for 1 year.
	Received £2035.66 from Freedom Church
	contribution towards the pedestrian
	crossing point.
Other Credits received	None
Business reserve account interest	£29.15
RESERVES	BALANCE
Small Projects	£14,740 - Earmarked: £3,000 School Lane
	footpath, , Replacement tree for Conyers
	Green £150, Total balance £11,590
	(Freedom Church owes £1,750 for Mill
	Road crossing)
Neighbourhood Plan	£4,545 – £150 for CAS technical help, lan
	Poole accrued fees Dec 18 £550 & £624
	SD salary to June 2019 = Total balance
	£3,221
Neighbourhood Plan Grant	£3,252
Youth Project	£938
General	£20,563
Allotments	£70
Asset maintenance	£ 4,482
Asset acquisition	£7,160(Earmarked : Community Speed
	Watch £1,007) Total balance £6,153
Icepits Wood	£18,572 (earmarked : £15,000 pump
	track) Balance = £3,572
Total reserves	£74,322

<u>4.3</u>

Councillors were supplied with (i) a list of the Council's aggregate receipts and payments for the year to date; (ii) A comparison of the budget against expenditure for the financial year.

Councillors were reminded of the Data Protection and Information Security Policy and their responsibilities under the Data Protection Act and that personal data should only be accessed for business purposes.

4.4

The Clerk confirmed that the level of fidelity guarantee insurance cover is adequate. (c) Approving the Annual Governance and Accountability Return 2018/19: Section 1 - The Council reviewed Section 1 The Annual Governance Statement and Section 2 The Accounting Statement; the annual bank reconciliation, the explanation of variances and the breakdown of the high level of reserves. The dates for the period for the Exercise of Public Rights from 17th June to 26th July were confirmed and the transfer of underspend of £5731.00 at the end of the 2018/19 financial year to small projects reserve. Proposed Councillor Nicky Crouch, seconded Councillor Philip Reeve, unanimous decision.

<u>4.5</u>	(d) The grant request from the Community Woodland Group to cover their insurance	LJH
	policy will be discussed at May's meeting.	
	To sign the minutes of the Council meeting on 18th March 2019 s an accurate record of	
<u>5.0</u>	the meeting	
	The Council accepted the minutes from the meeting on 18 th March 2019 as an accurate	
	record. Proposed Councillor Philip Reeve, seconded Councillor Maggie Dunn, unanimous	
	decision.	
<u>6.0</u>	Items carried forward from February's meeting	
6.1	Councillor Philip Reeve will liaise with the resident who has volunteered to look after the	PR
	Vehicle Activated Sign.	
	New Safeguarding Policy	
<u>7.0</u>		
	This item till be carried forward as Councillor Maggie Dunn is looking into the availability of training.	MD
	Updates on village projects/matters	
<u>8.0</u>	An update on the Neighbourhood Plan will be given at the Annual Parish Meeting. The	
	working group will give an update to the Parish Council in July. The Neighbourhood Plan	
	Clerk's contract expires in June. The Council will review the extension of the contract at	IJH
	May's meeting.	ЦΠ
9.0	Items to check for Council's Annual General Meeting	
===	These will be circulated for Councillors to check.	
10.0	Newsletter working group	
	A working group of Councillor Maggie Dunn, the Clerk and the newsletter editor will be set	
	up.	
<u>11.0</u>	Date for the litter pick 2020 The Clerk will confirm if the village hall is free on Saturday 4 th April.	
	Council to sign the minutes of the planning meeting on 8 th April 2019 as an accurate	LJH
<u>12.0</u>	record of the meeting and to review the planning applications from West Suffolk Council	
	The minutes will be re-circulated and approved at May's meeting.	IJH
13.0	Correspondence	IJП
13.0	There were no items of correspondence.	
14.0	Items for next meeting	
	Members from the Neighbourhood Plan working party are meeting with St Joseph's	
	(Berkeley Homes) to discuss the Severalls Development.	
	Councillor Matthew Parker volunteered to Chair the Icepits Wood committee. The clerk	
	will arrange a meeting.	
	A request was made to move the Vehicle Activated Sign to East Barton Road to capture the data before work starts on Barton Severalls and while Ortewell Road bridge is closed.	
	A resident enquired about circular walks around the village.	PR
	Councillor Rebecca Hopfensperger has been contacted from residents of Cox Lane as	
	vehicles are using it as a cut through.	
	The safety report for Fornham Road will take place once the traffic lights have been	
	removed from outside the West Suffolk Operational Hub.	
	Councillor Philip Reeve will look into a Vehicle Activated Sign that records they type of	
	vehicle, the cost and whether they can be used in Gt Barton.	
	Batteries for the Radarlux Vehicle Activated Sign will be discussed in May.	LJH

<u>15.0</u>	Date of the next Meeting	
13.0	The next Parish Council Meeting is on Monday 13th May 2019 at 7.15pm.	
	The flext Parish Council Meeting is on Monday 13 May 2019 at 7.13pm.	
	The collection of the charter the country decoded 7.20 cm	
	There being no further business the meeting closed at 7.20 pm.	
	CHAIRMAN	
	Sign and print name	
	Signed as confirmation that these minutes are a true record.	
	Signed as committation that these minutes are a trac record.	

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