

MINUTES OF BARTON UNDER NEEDWOOD ANNUAL PARISH COUNCIL MEETING

2 May 2024 – 7.00 pm, Robert Douglas Room, Barton Village Hall

Members Present: -

Cllr E Sharkey (Chairman)	Cllr D Lord	Cllr J Taylor
Cllr K McLnerney	Cllr S Bedford	Cllr L Young (late arrival)
Cllr C Walker	Cllr C Allcock	Cllr J Brookes
Cllr I Gilbey	Cllr S Naylor	

In attendance: - Clerk, Mrs S Rumsby; 0 members of the public.

24/12 Appointment of Chairman

Cllr Sharkey was nominated for Chairman by Cllr Bedford and seconded by Cllr Walker – there being no other nominations, Cllr Sharkey was appointed Chairman and Declaration of Acceptance signed by Cllr Sharkey.

Appointment of Vice Chairman

Cllr D Lord was nominated for Vice Chairman by Cllr Naylor and seconded by Cllr Taylor – there being no other nominations, Cllr Lord was appointed Vice Chairman.

24/13 Apologies for absence were noted from County Cllr Jessel, Needwood Ward Cllr Jones and C I Gidman

24/14 Declaration of Interest in items on the Agenda and requests for dispensation – none declared

24/15 Minutes of the Parish Council Meeting of 4 April 2024

It was **resolved** that the Minutes were accepted to be signed as a true record by the Chairman.

24/16 Parishioners Forum

None present

24/17 Police, County and Borough Council Reports

1. Police – a date for Drop In Session at the village hall was still to be finalised. PCSO Chris will be attending Barton Live. Cllr Brookes suggested inviting new PFCC to the Annual Parish Meeting. This was not agreed but he will be invited to a future full PC meeting.

2. County Council – report from Cllr Jessel circulated.

3. Borough Council – No report.

24/18 Appointment of members to Committees, Outside Bodies Representatives and Special Responsibilities

Resolved - Appointments agreed as below.

Barton under Needwood Parish Council -Appointment of Officers to Committees
(Chairman a member of all Committees)

Committees	Officers Elected 2024-2025 (Committee Chairman underlined)
Finance	S Naylor, D Lord; L Young; J Taylor; J Brookes Meet quarterly
Planning	I Gilbey; D Lord; J Taylor; L Young Co-option: R. Bell Meet fortnightly Mondays 5pm – Committee has delegated responsibilities to comment on applications due to time scales.
Sub Committee -Strategic Planning	1 + other Cllrs called as required when needed dependant on issue Co-option: R. Bell
Rural Services Network	All members of BPC + Co-option: R. Bell
Human Resources including Health & Safety & Emergency Planning	C Walker, D Lord, S Naylor, C Allcock, S Bedford + Clerk Meet as required Draft Policies Working Party: C Walker; J Brookes; S Bedford
Safeguarding Officer	1 (to be appointed) + Clerk
Allotments	D Lord, J Brookes, C Allcock Co-option: G Hughes - allotment secretary;
Burial Ground	C Walker, I Gilbey, S Naylor, C Allcock + Clerk
Parks and Open Spaces: Collinson Park, Ash Tree Pocket Park, Gilmour Lane, Potters Way, St James Garden	S Bedford, I Gilbey, J Taylor, L Young Other volunteers for projects as and when needed
Fishpond Sub-Committee	J Taylor, I Gilbey, C Allcock, L Young Co-option: Simon Darby; Mark Jackson
Village Enhancement	J Taylor, L Young, C Walker, K McInerney Co-option: volunteers for special projects as and when needed.
Communications	General: S Bedford, C Walker, K McInerney, J Brookes, Clerk Housing Needs Survey: J Brookes, E Sharkey, R Bell Green Spaces Survey analysis: J Brookes
Outside Bodies Representatives:	
Holland Sports Club	J Taylor, I Gilbey + Clerk Cllr attendance required once every 3 months
Quarries Liaison	E Sharkey
Barton & Dunstall Key Trust	E Sharkey
Village Hall	J Taylor, E Sharkey, S Naylor
Special Responsibilities:	
Flagpole	G Taylor, Rev A Simpson
Cheque Signatories	6 : Clerk; E Sharkey; J Taylor; D Lord; S Naylor; C Walker
Internal Auditor	Alan Toplis Associates
Flood Risk Group	D Lord; E Sharkey; S Naylor
Family Festival	L Young
Walton By Pass Bridge	D Lord

All Committees to diarise calendar of meetings for the year where possible to be published on website. Discussion around meeting frequency is specified in each Committee's Terms of Reference

24/19 Committee Reports considered as circulated.

1. Finance

Committee notes were referred to and summarised. The Risk Assessment is still being considered from a financial aspect. An investment strategy is to be formulated.

It was **resolved**, by a majority in favour, (with one against) to discontinue the Petty Cash float. Governing documents to reflect this decision. Cllr Brookes advised funds are now being held over the FSCS threshold of 85k protected amount and this is to be safeguarded by reinvestment.

Schedule of Payments - Summer bedding plants funds should include a re-stain of the Square planter. Cllr Sharkey to confirm grounds maintenance charges are in line with revised prices.

Quotes: Cllr Taylor reported on a tree survey around the fishpond with several contractors attending, 2 quotes had been verified for works necessary to remove a fallen alder and fell two rotten trees - Quote 2 formally approved.

SCC Data Protection Services – it was agreed to complete the Gap Analysis and following this, decide whether or not to commit to any of the tiers offered. Clerk to order.

Printing of the parish survey results material was approved.

Rural Village Services Group – subscription charges approved for this year.

Resolved – finance reports accepted.

2. Planning

Cllr Gilbey referred to the planning comments and objections circulated. Walton By Pass response to be prepared.

Gower House – there were concerns that it is not listed. Historic England are engaging with ESBC. Thanks to Cllr J Jones involvement, new owners are in discussion with the Conservation Officer and planning enforcement and a heritage statement will be prepared to support a planning application.

Bellways Estate – Cllr Allcock queried status of the S106 Agreement. ESBC, County Council and landowners are party to the agreement. Open spaces were to be handed over to ESBC originally but now will be just the constructed children’s play area, the remaining land to be handed over to the management company with exception of the ‘allotment land’. A flood management plan is now agreed to include all drainage features within the site and is awaiting sign off by ESBC as part of Planning Application **P/2020/00430**. This will then be enforceable. A new bridge has been installed by Bellways to alleviate flooding on Mill Lane.

Cllrs queried land behind the Red Carpet which has been fenced off which borders the play area. Cllr Gilbey to circulate planning application.

Cllr Lord offered to take this up at the meeting with Barton Marina and Holland Sports Club.

Middle Bell – fenced area to frontage – planning enforcement will look into this as it is in the conservation area.

3. Parks & Open Spaces

Committee Meeting to be called.

Bin in Collinson Park vandalised and reported to police. This will be reinstalled in due course.

Fishpond –

Cllr Brookes’ proposal to not close the Fishpond for a spawning period during 2024 was considered. After a lengthy debate, a vote was taken and a majority were against the proposal.

A clear statement from the bailiffs to be forwarded on their stance.

4. Burial Ground -
Posts for noticeboard to be ordered. Memorial Bench installed - thanks to all involved.
5. Human Resources –
Nothing to report.
6. Allotments -
Committee notes referred to.
Clarification on plots to be sought from allotments secretary on any potential warning letters.
7. VEC –
2025 VE Day commemoration. A road closure will be applied for. Musicians to be ordered – and a decision is to be reached on the band. Deposit £250 requested. Quotes for the band have been negotiated down to £1,800, funded by VEC – this amount to be put sourced from 25/26 budget. All in favour of paying up to £250 deposit to secure the band booking.
8. Communications -
A brief meeting had taken place. 340 responses had been received and a results summary presentation compiled. Thanks were expressed to all involved. It was commented that some topics were not within the Parish Council’s remit; Cllr Lord felt the PC has a role to lobby and represent the community on their behalf. The presentation was accepted and agreed to print. The final version to be uploaded onto the website.

24/20 Annual Policies Review

The following policies/governance documents were adopted as circulated:

Code of Conduct; Standing Orders; Financial Regulations; Cllr McInerney suggested all new councillors received this at the time of taking appointment. The Clerk confirmed this is sent out as standard in the new councillor induction pack.

Cllr Bedford referred to formalities which are not followed such as standing up to speak. She also reiterated the importance of reading and following the Code of Conduct.

Having received no amendments for the Social Media Policy, this was deferred to a later meeting.

24/21 Outstanding Action Points - List referred to and actions updated.

24/22 Correspondence

All Correspondence noted. Motor Cross site - planning enforcement was looking into it and Cllr Gilbey confirmed there is still an open planning application for the site. An access improvement from A38 was lodged but a change of use from small holding is still unresolved. Clerk has referred to enforcement and noise pollution team.

Toddler Park - Spring seat knob missing this has been made safe – new knob to be ordered.

24/23 Outside Bodies & Special Responsibilities

1. Holland Sports Club – no report

2. Flood Risk Group –

Cllr Lord advised the EA bid for funds to install a new river level gauge has been approved.

Gauge in Park Road to monitor flows and intention is to match data to rainfall monitor to allow flood predictions. Cllr Brookes had analysed some of the data. Meeting on 16/5/24 with Barton Marina, EA & HSC to try to resolve flooding issues at Holland Sports Club, and Barton

Turn Road.

Some priority gullies have been jetted. Cllrs Naylor and Lord met with Cllr Jessel and SCC Highways to talk about key areas :

Efflinch Lane adjacent no. 252. Culvert is blocked and highway drains connecting to it are also blocked. Water course is silted up. Landowner to be approached to dig out ditch in this location. Silt can then be cleared and condition inspected.

Mill Lane – culvert crossing the road is partially blocked by gas main. SCC have now agreed to look into this.

Delegated authority to close roads will be considered. A number of locations in the County are being dealt with collectively but SCC are in favour, in principle.

Dunstall Road - junction to cricket club. A bund put in by Aggregate Industries has adversely affected flooding at this junction making it impassable. SCC will be raising this with AI.

Main St - flood water coming off land owned by The Knoll onto properties on N side of Upper Main Street. A bund is required behind these properties to deflect run off into Knoll Brook – this will be progressed by SCC.

St Modwens land – SCC agreed to prioritise getting St Modwens to clear the attenuation ponds.

Field adjacent HSC /Station Road properties - Severn Trent had identified flooding issue – ST are doing a survey of sewers in village to see where infiltration water is coming in.

Needwood Forum – Severn Trent representative to attend.

3. Walton By-Pass Bridge – planning application has been validated by ESBC and response to be formulated.
4. Quarries Liaison – nothing to report.

24/24 Councillors & Clerk Reports

1. Cllr Naylor – annual parish meeting format queried. Reports to be given by Chairman, Finance, Village Hall and Holland Sports Club.
2. Cllr J Brookes – diary point - meeting date moved to 5/6, this is also the Trustee meeting – ensure Barton Village Hall representatives advised.
3. Clerk – CCTV, local companies had been approached for assessing the Collinson Park cameras which are offline and prices obtained for reviewing. Contract details with current provider to be checked. It was agreed to obtain an initial free visit from one local company and a second opinion from the next cheapest local contractor.
HM King Charles Portrait – it was decided to approach BVH and let them decide where to position the portrait.

24/25 Dates of Future Meetings:

2024 : 5 June, 4 July, 1 August, 5 September, 3 October, 7 November, 5 December

The meeting closed at 21.13