

**Notice of the Annual Barton Mills Parish Council Meeting  
to be held at Barton Mills Village Hall, Mildenhall Road, Barton Mills, IP28 6BB  
on Tuesday 6<sup>th</sup> May 2025 at 7:30pm for the purpose of transacting the  
following business**

**Agenda**

**Annual Business**

1. Election of Chairman and receive Chairmans Declaration of Acceptance of Office
2. Election of Vice Chairman and receive Vice Chairmans Declaration of Acceptance of Office
3. Acceptance of apologies for absence
4. Declaration of members interests and dispensations
5. Co-option of Councillor
6. Appointment of Councillor Responsibilities and Representatives on outside bodies (Paper A)
7. To appoint the cheque signatories for 2025/26
8. To approve the Internal Auditor for 2025/26 (Paper B)
9. To review and adopt the Standing Orders (Paper C)
10. To review and adopt the Financial Regulations (Paper D)
11. To review and adopt the General Data Protection Policy (Paper E)
12. To review and adopt the Financial Risk Management Policy Statement (Paper F)
13. To review and adopt the Planning Policy (Paper G)
14. To receive the calendar of meetings for the 2025/26 civic year (Paper H)
15. To resolve to use the General Power of Competence for 2025/26

**Ordinary Business**

16. To receive approval of minutes of the meeting held on Tuesday 1<sup>st</sup> April 2025 from those members present at the meeting (Paper I)
17. Public Participation – an invitation to members of the public to make representations to Councillors. Resolutions can only be made on items on the agenda

## **Barton Mills Parish Council**

Clerk: Mrs Naomi Alecock [clerk@bartonmills-pc.gov.uk](mailto:clerk@bartonmills-pc.gov.uk)

*Members of the public are invited to speak and are only permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).*

### 18. District Councillors Report

### 19. County Councillors Report

### 20. Planning Consultations

To consider the following planning applications:

- 20.1 DC/25/0444/VAR – Planning application – variation of condition 2 of DC/21/0780/HH to enable the use of amended plans for a. single storey rear extension b. double garage with first floor studio above with balcony following demolition of existing garage c. alterations to existing access d. 1.8 metre fence and gates to front e. material changes to the existing dwelling to a cream render finish with grey slate tiles – The Willows, 36 Mildenhall Road, Barton Mills

### 21. Planning Applications decisions, statuses and appeals (Paper J)

### 22. Parish Matters

- 22.1 To consider a proposed use of the playing field
- 22.2 To consider a proposal for playground equipment
- 22.3 To consider a three-year term for the annual clock service
- 22.4 To consider a quote for signage for the VH car park
- 22.5 To receive a verbal update with regards to streetlights
- 22.6 To receive a verbal update with regards to the play park
- 22.7 To receive a verbal update with regards to the SID

### 23. Financial Matters

- 23.1 To approve the amended 2025/26 budget (Paper K)
- 23.2 To receive the current bank account balances
- 23.3 To approve and authorise payment of invoices (Paper L)

### 24. Parish Councillors reports

### 25. To discuss and agree the content for the next Barton Miller

### 26. Exchange of Information

### 27. **Date and time of the next meeting – Tuesday 3<sup>rd</sup> June 2025 at 7.30pm in Barton Mills Village Hall, Mildenhall Road, Barton Mills, IP28 6BB**

**Members of the public & the press are cordially invited to attend the meeting.**

*Naomi Alecock*  
Clerk & RFO to the Council

Dated – 30<sup>th</sup> April 2025