

## **Minutes of the Parish Council Meeting of Barton Mills**

held in the village hall on Tuesday 4<sup>th</sup> November 2025 at 7:30pm

Present:

Cllr. Colsey  
Cllr. Curtis  
Cllr. Fuller  
Cllr. Lewis

Cllr. Mullender  
Cllr. Pearlman  
Cllr. Walston

Also in attendance were the Clerk Naomi Alecock, District Cllr. Taylor and 6 members of the public

### **1. Welcome**

Cllr. Colsey welcomed everyone to the meeting.

### **2. Acceptance of apologies for absence**

Apologies for absence were received from Cllrs. Jarvis and Oke.

### **3. Declaration of members interests and dispensations**

Item 12.2 - Cllr. Lewis

### **4. To receive approval of minutes of the meeting held on Tuesday 7<sup>th</sup> October 2025 from those members present at the meeting**

It was **RESOLVED** to adopt the minutes from the meeting of Tuesday 7<sup>th</sup> October 2025 with no amendments. Proposed by Cllr. Colsey, seconded by Cllr. Fuller. All in favour.

### **5. Public Participation**

No members of public wished to speak.

### **6. District Councillor Report**

WSC are looking at the needs of the next Local Plan and are interested in what parishes would like. Cllr. Taylor has a locality budget of £2,800 to cover his 5 parishes if any funding is required. Recycling changes are coming in next year with literature to start shortly. WSC Councillors would like to see more enforcement which is costly.

*Cllr. Taylor left the meeting.*

### **7. County Councillor Report**

Cllr. Stanbury was not in attendance. No report has been received.

### **8. Planning Applications decisions, statuses and appeals**

The paper was received and **NOTED**.

# **Barton Mills Parish Council**

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

Cllr. Lewis gave an update on the pending planning application DC/21/2285/FUL. Cllr. Taylor has met with the Planning Officer at WSC and there still appears to be some confusion and clarity is needed. A meeting with Cocksedge, Parish Councillors, Cllr. Taylor and the Planning Officer is required.

## **9. To discuss the requirements of the next WSC Local Plan**

Confirmation of dates was requested in order to add to a future agenda for consideration.

## **10. To consider the proposed changes to the West Suffolk Local Council Tax Reduction Scheme**

The document was discussed and it was agreed not to make any comment.

## **11. Parish Matters**

### **11.1 To re-confirm the arrangements for Remembrance Day**

It was confirmed that Cllrs. Jarvis and Oke will be providing the teas, coffee and biscuits and will set up the tables in the Village Hall and chairs outside. Cllr. Colsey is organising the wine as our usual provider is unavailable this year but has given advice on which wines to purchase. There are wine glasses in the Village Hall with extra glasses available in the Church Rooms if needed.

It was **AGREED** that Cllr. Colsey will lay the wreath on behalf of the Parish Council.

### **11.2 To discuss options for the village signage**

Cllr. Lewis presented a proposal on village signage which was discussed. It was agreed that it would be a long term project and needed further investigation and liaison with neighbouring Parishes. It was **AGREED** to pursue the project and start looking at quotes, installation prices and mock ups. Proposed by Cllr. Colsey, seconded by Cllr. Curtis. All in favour.

### **11.3 To receive a verbal update with regards to streetlights**

Cllr. Jarvis has reported the streetlight that is out and requested tree trimming at Piggery Corner on Mildenhall Road.

### **11.4 To receive a verbal update with regards to the play park and receive an update with a maintenance plan**

Cllr. Walston presented a proposed statement on work for the play park detailing immediate, 1-3mth and 3-12mth upgrades following contact with 3 contractors. Only 1 contractor was able to provide a site visit and provide advice on the work needed to upgrade the equipment to a safe level. The Council requested that Cllr. Walston re-approach the other 2 to ask again for them to visit and quote; if they are unable to do this, it was agreed to accept the quotes received for the immediate and 1-3mth upgrades in order to proceed due to the lead times and one piece of equipment already being out of action for 6 weeks with a view to review the 3-12mth upgrades once these are complete. It was also agreed to apply for funding towards the project. Proposed by Cllr. Curtis, seconded by Cllr. Fuller. All in favour.

### **11.5 To discuss traffic control, including an update on SID's**

Cllr. Curtis has retrieved data from the solar SID and has 2 weeks of data from the SID on Church Lane. The Chair asked the Clerk to share the data on the solar SID with Mildenhall High Town Council.

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Cllr. Curtis attended the community group meeting in which speeding in the villages was discussed. Another meeting is being held on 7<sup>th</sup> November with the MP as SCC and the Police are not concerned about issues raised. Worlington and Freckenham Parish Councils would like to link up with Barton Mills Parish Council to tackle some of the issues due to the road that runs through all 3 villages. There is a Speedwatch scheme where Police provide training and speed radar guns to groups of a minimum of 6. 3 volunteers are needed to operate for ½ hr a week and the Police inform you of where you can operate and provide signs. Speeding vehicles above 35mph receive a letter from the Police. It was **AGREED** for Cllr. Curtis to pursue this. Proposed by Cllr. Fuller, seconded by Cllr. Pearlman. All in favour.

*1 member of the public left the meeting.*

## **12. Financial Matters**

### **12.1 To receive the current bank account balances**

It was confirmed that there is currently £366.91 held in the current account and £39,050.52 in the deposit account.

### **12.2 To approve and authorise payment of invoices**

It was **RESOLVED** to pay the following invoices:

<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
1-Oct	Community Action Suffolk	One Suffolk Hosting	55.00	11.00	66.00
30-Oct	R.H. Landscapes & Maintenance Services Ltd	Grass cutting - September	525.00	105.00	630.00
31-Oct	R Lewis	Barton Miller	26.16	0.00	26.16
31-Oct	Clerk	Expenses	42.06	0.00	42.06
31-Oct	N Parkinson	Gardening Services - October	30.00	0.00	30.00
1-Nov	West Suffolk Council	Weekly bin collection - November	15.14	0.00	15.14
			<b>693.36</b>	<b>116.00</b>	<b>809.36</b>

Proposed by Cllr. Colsey, seconded by Cllr. Fuller. 6 in favour, 1 abstention.

### **12.3 To review and discuss the draft 2026/27 budget**

The Clerk presented the draft 2026/27 budget which has been reviewed by the Finance Committee. The estimated expenditure takes into account anticipated works on trees, play equipment and costs to finalise the Neighbourhood Plan following the withdrawal of government funding. The expenditure for 2026/27 is £39,611.65, an increase of £6,561.65 from last year's equating to a 19.85% increase. Estimated income is £1,980, an increase of £180.00 from last years. It was **RESOLVED** to **APPROVE**. Proposed by Cllr. Lewis, seconded by Cllr. Pearlman. All in favour.

### **12.4 To review and discuss the draft precept application**

The Clerk advised that following the approval of the 2026/27 budget, the precept figure is calculated at £37,632 meaning an increase of £13.29 per Band D property to £85.02 per year, an 18.53% increase. It was **RESOLVED** to **APPROVE** the precept application and the application form was signed by the Chair and the Clerk. Proposed by Cllr. Lewis, seconded by Cllr. Curtis. All in favour.

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## **13. To receive a verbal update on the Internal Audit/ Governance Review**

The Clerk has met with the Internal Auditors who have carried out a governance review and there is some work that needs to be done to tighten up procedures, particularly around financial risk management. Policies are required for IT, Reserves and FOI. Work is needed to improve the website and its accessibility as this is part of the AGAR now and will mean a failure if it is not done. Income reporting, invoice sampling, quarterly reconciliations and internal controls all need reviewing and the process for reporting to Council.

The Clerk advised that she is contracted for 6 hours a week and this work will take more time and requested overtime to be authorised in order to carry out this work. It was **AGREED** to **APPROVE** a maximum of 10 hours overtime to enable the Clerk to progress this. Proposed by Cllr. Lewis, seconded by Cllr. Curtis. All in favour.

## **14. Clerks report**

The Clerk reported that she is still chasing SCC for an update on the repainting of the white lines on Mildenhall Road.

## **15. Parish Councillors reports**

Cllr. Lewis gave an update on the re-established need for the exception site. 15 leads that meet the requirements have expressed an interest. This is open for another 7-10 weeks after which this information will be passed to Cocksedge to evidence the need.

Cllr. Colsey met with Mark Chambers who is going to provide a quote to spread the stones in the VH car park. He has suggested tarmacking this area to reduce costs. He will also clean the drain out.

Cllr. Fuller asked for an update on the foul sewage drain between the Village Hall and Football Club. The Clerk contacted Anglian Water and it was not a problem their end and they advised to contact a contractor to investigate. Mitchell & Mayle Ltd have been contacted and they have provided a quote of £150.00. There had been some confusion over the drain that Mark Chambers was clearing out so the Clerk will accept the quote under their approved level.

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

It was **AGREED** to include:

- Requests for volunteers for Speedwatch
- Reminder about postal votes
- WS Police – crime

## **17. Correspondence**

A briefing note regarding a Community Governance Review that WSC will be carrying out and consulting on from December has been received. The Clerk will circulate with a view to adding to a future agenda when a formal consultation is received.

A letter has been received from Headway Suffolk requesting a donation which will be reviewed in January.

## **18. Exchange of information**

Cllr. Curtis attending the Police meeting, it was reported that there is a low rate of crime in this area.

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**19. Date and time of the next meeting – Tuesday 2<sup>nd</sup> December 2025 at 7.30pm in Barton Mills Village Hall, Mildenhall Road, Barton Mills, IP28 6BB**

The meeting closed at 9.20pm.

**N. Alecock**

N. Alecock, Clerk