

**Minutes of the Meeting of Barnham Parish Council  
held on Tuesday 8th July 2025, commencing at 7.00pm.  
Venue: Barnham Village Hall, Mill Lane, Barnham IP24 2NG**

Attendees:

Cllr John Bauer (Chair), Cllr Martin Belsham (Vice Chair), Cllr Helen Beck, Cllr Matthew Hawthorne, Cllr Adrian Webb, Cllr Ed Wyr.

Suffolk County Cllr Joanna Spicer MBE, West Suffolk District Cllr Andrew Smith.

Alan Lochhead (NRG)

Member of the public: 1 [REDACTED]

1. **To receive apologies for absence:** None received  
Cllr Watson's absence from the meeting was noted.
2. **Election of Vice Chair**  
There were two nominees: Cllrs Beck and Belsham  
**Resolution: Following a vote: Cllr Belsham was duly elected as vice chair**
3. **To receive declarations of interests and to consider requests for dispensations relating to matters on this agenda.**  
Cllr Bauer has an ongoing interest in the matter of NRG.  
Due to his first hand knowledge of the situation he is permitted to participate in discussion of the issues.
4. **Approval of Minutes**  
**Minutes of the Annual Parish Council meeting held on 13th May 2025**  
One **annotation** was made: Page 3 para 3 final sentence: It was noted that a 20mph zone exists in Mill Lane, in the area of the school: this is common in the vicinity of schools across Suffolk. **This 20mph limit is advisory only ("20's plenty")**.  
**Resolution:** Taken as read, unanimously approved and signed by the Chair  
  
**The minutes of the meeting (planning) held on 17th June 2025**  
**Resolution:** Taken as read, unanimously approved and signed by the Chair.
5. **Public Forum**  
**Your NRG:** The Chair welcomed the Regional Transportation Manager of Your NRG, Alan Lochhead to the meeting.

***Operational Challenges and Improvements***

Mr. Lochhead explained that, since joining the company in 2023, he has worked to address inherited operational problems. He reported that recent changes have led to notable improvements in site operations.

***Delivery Scheduling & Customer Requirements***

The business is driven by customer demand. Some key customers require early morning oil deliveries.

Other NRG sites allow 24/7 driver access, but Barnham does not, limiting operational flexibility.

Mr. Lochhead is negotiating with customers to agree to later delivery times. If customers are unable or unwilling to adjust, they may seek alternative suppliers, which would adversely affect the business.

**Late Arrivals at the Depot**

Late deliveries to the Barnham site typically result from unforeseen traffic delays. A recent example involved a major incident at the Dartford Tunnel and M11 closure, which disrupted driver schedules and caused late arrivals at Barnham.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**Issues Raised by Councillors**

*Operational hours:* discussed above.

*Security Lighting:* Security lighting is essential. Adjustments have been made to direct light inward onto the site. He will request a further review by the contractor to ensure minimal impact on the surrounding area.

*Acoustic Fencing:* Councillors queried whether the installation of acoustic fencing had been completed.

*Noise from Pumping Operations*

Noise from pumping activities should now be significantly reduced. An automatic gate closes after each vehicle enters or leaves the site, helping to minimise noise emissions.

**Community Engagement**

Mr. Lochhead advised that there is a new Transport Director, who is willing to discuss issues.

The company is exploring ways to work with local schools and build stronger community ties.

Councillors were invited to visit the site for a demonstration of the operations and noise mitigation measures in place.

Councillors acknowledged appreciation of Mr Lochhead's offer and agreed that a visit would be useful.

Resolution/Action: Clerk to make arrangements for visit with Mr Lochhead.

(Message left with office /he is in a meeting 090725 14.20 -  
Tele 01842 769752. mobile 07931 477813)

**6. To receive report from West Suffolk District Councillor Andrew Smith**



**Gerda:** The WSC Principal Enforcement Officer has advised that there is the potential for another planning application to be submitted. However, should this occur it is likely that enforcement action will be put in abeyance.

**West Suffolk Local Plan** has been through the examination process and is now set to be approved at the full council meeting next week.  
The plan seeks to ensure the delivery of at least 13,005 new homes to meet housing needs across the district. It allocates sites for 4,963 new homes alongside 8,712 homes that already have planning permission.  
This will not prevent additional sites being put forward.

**7. To receive report from Suffolk County Councillor Joanna Spicer MBE - SEE 9**

**8. Highways: No issues to report.**

**9. Road Management: Speeding issues and concerns**


**9.1 To receive speed data report** (extracted from Barnham's speed indicator device). *Chair*  
See attached report:

The overall average speed through the village which remains surprisingly constant and not excessive although if the average is just below 30, there must be a lot of vehicles above 30.

The number above 35 (the figure which would trigger a letter from the police if details were reported as a result of data collected by community speedwatch) is again fairly consistent at around the 10% level. Given that 50,000+ vehicle movements are being recorded, this is not something that should be ignored. *The sooner Speedwatch is back up and running, the better.*

The chair is looking into how more of the data can be extracted to identify patterns of offending but with 50,000+ per month it will, of necessity, involve IT being developed to do the legwork, which will take a little time.

**9.2 Updates following May meeting:** consideration of measures to mitigate vehicles being driven at inappropriate speeds.

Councillor Spicer has visited Barnham with , the Community Engineer.

**C634 (The Street) 40mph area:**

**Village gateway** Suffolk County Council no longer provide/install village gateways and so if the parish council wishes to progress it will be necessary to do so itself/take ownership of the new gateway.

A question regarding whether a gateway will actually cause vehicles to slow down was raised.

Cllr Spicer is willing to provide up to £1000 for the installation of a new village gateway.

Cllr Hawthorne suggested that Euston Estate may be able to assist with an oak gateway.

**Rumble Strips** (at entrance to existing gateway): Whilst currently in a good location as they do not cause a nuisance here, there is a question regarding how effective they actually are.

**Resolution: Keep as a possibility but hold in abeyance.**

**Use of Speed Indicator device** owned by parish council in the 40mph limit.

The clerk has been advised that SCC will not permit the use of the parish council's device

in the 40mph limit. (see attached).

Cllr Spicer advised that this is an SCC decision and that other authorities have different rules. **Action:** Cllr Spicer will pursue this advice with SCC.

**TVAS** - is a speed indicator device installed as part of a scheduled visit (similar to ANPR arrangements), which is left for 2 weeks at a time by the SCC contractor. The parish council would be required to submit the relevant form to SCC for inclusion in this project. Cllr Spicer advised that the criteria for this device is normally for installation near to bends or where there is evidence of accidents.

**Roundels:** 2 new roundels may be appropriate near to the Annington homes. Normally a speed survey would be required initially. **Action:** Cllr Spicer will investigate whether the survey may be omitted for this location.

**Speed Survey for C634:** Potentially - see above. (cost £415)

**Resolution:** September meeting re C634 40mph area:

Cllr Spicer will provide a menu of options/prices in association with the Clerk:

- 2 Roundels
- Village gateway
- Speed survey

**RAF Housing Signage:** New lettering has been ordered (by [REDACTED])

**C634: 30mph - Speed indicator device**

Encouraging residents to become members of the community speed-watch team is essential.

Whilst the parish council is willing to consider the purchase of a second SID, unless there can be an identified permitted location this is not viable, particularly as currently the information is that it cannot be used in the 40mph limit.

**Resolution:** The SID data will be published and promoted via social media, The Link, notice boards, website.

**ANPR data: Resolution** - to be publicised as above

**20mph limits along village lanes/side roads:** It is likely that 90% of traffic is local/residential.

The suggestion therefore is that more needs to be done to reinforce the message that residents need to drive more cautiously/considerately.

The procedure for

**20mph limit requires:**

Speed survey - if average speed is under 25mph it would not be considered/approved.

**Speed cushion** (in Church lane)

1. must be placed underneath a street light  
(the only street light in Church Lane is close to the church steps)
2. would require agreement by all residents of Church Lane
3. would need to be very narrow to allow for push chairs/pedestrians etc.
4. would require a speed survey

Another suggested option if considered necessary for Church Lane would be to paint Slow on the road - but due to the narrow width of the road this would need careful consideration.

Cllr Spicer, having driven around the locality found that it was incredibly difficult/impossible to drive at 28mph along Church Lane. She suggested that Councillors may wish to consider St Martin's Lane as a more appropriate location for a speed traffic survey.

Questions were raised about the benefit of carrying out a traffic survey on Church Lane or elsewhere. There have been no recorded accidents.

After discussion it was decided that a traffic survey will provide factual data, which will inform any further discussion regarding preventative measures.

The 20's plenty area in the vicinity of the school is advisory, it is not enforceable.

If 20mph limits were to be implemented, it would be pointless unless they were fully implemented and enforced. There are very significant costs involved which includes legal orders which are required for each lane/road, and signage.

**9.3 Traffic monitoring surveys for consideration**

**Resolution: Following discussion it was agreed**, by a majority vote, to request a traffic monitoring survey (volume and speed) in Church Lane only at this time.

Following the outcome and further consideration, it will be determined whether or not it is appropriate to extend the surveys to other locations.

The cost of this type of survey - and any subsequently required - will be £415 each.

If permitted, ( ) a resident has expressed a willingness to make a donation to the parish council of a sum equal to the cost of an initial survey.

**9.4 To consider request for reduction in speed limit to 30mph along C633**

Cllr Spicer does not consider that Suffolk County Council would accede to this request, which has previously been unsuccessful.

Cllr Wyer will provide the previous correspondence and discuss with the Chair, to identify any new mitigating factors which could provide evidence that the relevant criteria for a 30mph limit are now met.

**10. Community Speedwatch: Progress report Chair**

has submitted the relevant paperwork to Suffolk Police as volunteer co-ordinator.

All previous team members have been contacted and invited to rejoin the team; information has also been included in The Link, and on social media.

To-date there is interest from 5 people, including Steve Hollis and the Chair.

All volunteers, will be required to undergo training (including previous team members). This is not arduous and will mainly be held on line.

In addition volunteers will be able to participate in as few or as many sessions as they are available for, it is not intended to be a major commitment.

The parish council has some safety jackets but the majority of the equipment, including speed gun, has previously been returned: New equipment will be provided.

**Action: All Councillors to make attempts to recruit volunteers.**

Information will continue to be included in The Link/social media/website **Clerk**

**11. Dog bin**

Councillors considered that the costs of the proposed options provided were too high.

A ground survey is required by SCC to identify whether there are any services underground prior to putting a post or fixings into the ground. Clerk had previously identified that this would be added cost (together with the requisite highways licence).

Cllr Webb advised that it is possible to obtain details of underground services online.

**Action: Cllr Webb** to provide details of website to Clerk.

Note: 090725 - Clerk has identified and registered on 2 websites and made enquiries - costs apparently start at £100 and £155 respectively. Clerk received a call back from one of the sites almost immediately and explained requirements. Whilst promised a formal quote within an hour with a discount due to being a small pc - nothing has arrived, so suspect 'sales person' decided against it.

12. **Delegation of minor planning applications to Clerk**  
The proposed policy document previously circulated was agreed with an amendment:  
**4.3: Consultation with Councillors.**  
The clerk will circulate all councillors before submitting a response.  
All councillors must agree on the response.  
In the absence of all councillors responding within a 7 day time-frame a minimum of 4 responses will be required, to include the chair or vice chair.  
**Action: Clerk - Final draft version to be circulated.**
13. **Police Report** *Cllr Belsham - No report*
14. **Barnham Village Hall** *Cllr Hawthorne*  
Weed spraying will shortly be carried out and a branch (which has been raised as a concern) overhanging the car park exit is to be removed.
15. **Barnham Primary School:** *Cllr Hawthorne*  
Two weeks ago was Countryside Week during which Euston Farm worked with the school and provided an element of farming and the environment on each day (machinery, livestock, vegetables etc).
16. **Play Park** *Cllr Watson - No report*
17. **Village Historian Liaison** *Cllrs Beck and Belsham*  
Voice recorder has been purchased and provided to Jack McConnell (village historian).  
No further update at this time.
18. **Grassed Triangle, Church Lane**  
Cllr Webb will obtain quotes for signage.
19. **Clerk's report**  
Clock dial was removed 18th June and is now at the Cumbria Clock Company workshop.  
Invoice for 30% of the cost of work has been received for payment approval at this meeting.  
Proceeds of donations paid directly to the church have been transferred to the parish council's bank account today (£5,744).  
Work is expected to take 8 weeks. (No change to previous information.)
20. **Planning Applications: New.**  
To consider parish council's response to planning application consultation documents received.

At the time of issuing the agenda, none had been received.

Three applications relating to trees in a conservation area were received during the afternoon of the meeting and circulated to councillors.

DC/25/1063/TCA 5 Mill Lane, Barnham

DC/25/1066/TCA 6 Mill Lane, Barnham

DC/25/1067/TCA 8 Mill Lane, Barnham

Details attached.

Initial opinion was that there are no objections/no comments

- 21. Planning Applications: to note decisions** of Planning Authority since May meeting.
- |                |                                       |                          |
|----------------|---------------------------------------|--------------------------|
| DC/25/0907/TCA | Hambleden, Blacksmith's Lane, Barnham | No objections (approval) |
| DC/25/0372/HH  | Oakland House, Euston Road, Barnham   | Approve                  |
| DC/25/0789/TCA | Balquholly, The Trees, Barnham        | No objection (approval)  |

*To note:*

DC/25/0787/HH Beeches 11 Water Lane, Barnham - Pending Decision

**22. Financial Report and Invoices for payment/approval**

Councillors were provided with bank statements for the period 1st April 2025 - 8 July 2025

Approval for payment of 2 invoices given:

Cumbria Clock Company	£3,126.60
ClerkRFO June Salary/Work from home allowance and PAYE	<u>260.00</u>
Total	<u>£3,386.60</u>

- 23. Review of 23/24 Accounts** Deferred to meeting Monday 21st July, 5.00pm

Notice of Elector's Rights Published on website 30th June

- 24. Policy Reviews** Deferred to meeting Monday 21st July, 5.00pm

**25. Barnham Parish Council domain** and dedicated parish council email addresses.

The Clerk advised that confirmation of a parish council 'owned' domain will be required within the 2025/26 Audit documents.

Clerk will review appropriate options for consideration by councillors at the September meeting.

**26. Correspondence**

Email from resident regarding hedge (see attached).

Clerk has responded advising owner to contact West Suffolk Council (planning) as property is in the conservation area.

It was confirmed that this was the appropriate response: No further action required.

**27. Items for consideration for inclusion on next agenda**

None

**28. Date of next meeting:**

**Monday 21st July 2025, 5.00pm** Venue to be confirmed

Extra meeting: Finance and Policy reviews

**Tuesday 9th September 2025, 7.00pm** Barnham Village Hall

**Draft minutes v1**

**issued 090725**

**P Smith, Clerk/RFO**

**Barnham Parish Council**

**barnhampc@btinternet.com**

**07801 550153**