

Draft Minutes from Parish Council Meeting - EXCLUDING CLOSED ITEMS

Tuesday 19th March 2024

18:30, Fornham All Saints Community Centre

These draft minutes will be approved at the next meeting of the Parish Council in April.

Present:

Councillor Martin Loveridge (ML) (Chair) along with Councillors Jill Mayhew (JM), Mat Stewart (MS), Don Lynch (DL) Hugo Greer-Walker (HGW) and Derek Brown (DB). County Councillor Rebecca Hopfensperger (RH), Borough Councillor Sarah Broughton (SB), Clerk Justin Hook (JH) and 4 members of the public.

1. Chairman's welcome, opening remarks and to receive apologies for absence
Apologies received and accepted from Cllr Cathy Emerson (CE).
2. (i) To receive members Declarations of Interests
None received.
(ii) Council to consider any new written requests for dispensation and/or requests which have been received
None received.
3. Council to consider co-opting David Surman onto the Council and complete forms
ML proposed to co-opt David Surman as Parish Councillor, HGW seconded, unanimous decision.
David Surman joined the table as Councillor and signed the Declaration of Acceptance of Office.
4. To approve & adopt two sets of minutes (full and closed) from the Council meeting held on the 20th February 2024
ML proposed to approve the minutes, JM seconded, unanimous decision.
5. Review of actions from previous meeting if not covered on the agenda
ML updated to council;
Meeting this Friday 22nd with West Suffolk Council (WSC) to discuss ongoing planning issues. ML, MS & HGW meeting to set agenda.
ML reached out to somebody who can help advise on emergency plan, awaiting call.
Compiègne Way now open. RH advised road is built below the water table and Great Barton has a generally high water table. A Section 9 notice has been issued, and meeting with British Sugar planned as a priority.
Local Plan working party completed a response, thanks to JM who has successfully submitted the response.
6. To receive County Councillor's report from Cllr. Rebecca Hopfensperger
Nothing to report.
7. To receive Borough Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger
Nothing to report, but acknowledged great result at the recent DCC meeting and a well done to all involved.
RH advised she would be raising the process of appeals at the meeting with WSC.

ITEM BROUGHT FORWARD

17. Community Centre Car Park Update

DB met with 3 members of the Community Council. It was agreed that the addition of EV chargers required further information, so needed to be treated as a separate project.

DB proposed to agree changes to move the fencing and increase the size of the car park as per drawings previously submitted by the Community Council, JM seconded, unanimous decision.

8. Public open session 15 minutes - questions and issues on matters arising from the agenda and from the village

Cllr Steward from FSMSG confirmed Cllr Collier will be attending Fridays meeting with WSC.

Resident raised the issue of trees being felled at the AS caravan site and piles of logs noted.

Piles have also been noted by the outdoor gym and maintenance store.

Council noted the concerns raised.

9. To receive reports from Councillors:

a. Traffic / Roads / VASs / Signs - Don Lynch and Hugo Greer-Walker

DB submitted 2 long reports in previous meetings citing need for road safety video and potential speed restrictions.

Lorry watch to be scheduled post April - 7am-5pm, covered in 1 hour slots.

RH added she has received a request for a meeting from permit issuing team at WSC

Action: DL and MS to liaise with RH and arrange to attend that meeting.

Broken gate at top of Tut Hill noted. Temp blockages seemed successful, but not suitable for emergency vehicles.

Action: DL and MS to look into alternative options.

b. Volunteering - Hugo Greer-Walker

Good to go with volunteering, ready to purchase tools and reclaim costs.

ML advised new database being created by Clerk.

Well done to Annabel for planting and tidying around the village green.

Actions: ML to form a working party to discuss moving volunteering forward. ML to write a piece for the Village Voice.

c. Facilities / Assets Management / Allotments - Martin Loveridge

ML reported village green cleared ready for mowing, bus stop planting done, village green lamp posts painted.

DB taking over assets / facilities and completed a walk around with ML.

ML reached out to WSC parks team for advice re: pigeon spikes on the swings.

Filing cabinet now back in the village hall.

d. Local businesses & residents / Active travel / De-fib' - ML

No updates.

e. Social issues / Rural Coffee Caravan / Village Voice - Jill Mayhew

Complaints raised at Thingoe Lodge with Havebury - more a safeguarding issue, JM not to get involved.

Rural Coffee Caravan (RCC) marketing handed back to RCC.

Village Voice - useful meeting with Clerk to go through few pointers - agreed to make regular slot before each issue.

Fit Villages - survey going out in Village Voice to see what services/classes the village would like.

f. Marham Park / Village Hall / Anglian Water (Lark) - Mat Stewart

No contact from Marham Park. Trees still dying and need replacing. New management company has taken over.

RH and SB said they would not be adopting until all replanting is sorted.

Ongoing dialogue with Anglian Water. Works planned later in the year around the Fornhams.

10. To receive Clerks report

DB and DS now on Council emails, with move to .gov.uk domain to be reviewed later in the year.

Lots of work to be done updating policies and procedures.

Allotment spreadsheet is taking shape. All plots invoiced for 2024. Waiting list of 2.

Bank research - looking at other banking providers - considering factors such as interest rates, banking charges, and auto-top up function. Will report back.

Finance: looking at spending vs budget, there was a £7.5k deficit at the end of February.

11. Planning:

i. **DC/24/0226/FUL**

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Extension of existing single storey maintenance equipment storage building

ML proposed a 'no comment' response, HGW seconded, unanimous decision.

ii. **DC/24/0174/FUL**

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Retention of outdoor gymnasium including open sided exercise shelter, moveable exercise equipment and equipment storage container

ML proposed to object, MS seconded, unanimous decision.

Based on noise problems from classes/music/instructors/equipment, requirement of the appeal to look at the impact of locals' lives, policing issues, insufficient information/proof of the efficacy of the acoustic fencing, noise monitoring, monitoring of acoustic fencing, lack of enforcement post appeal.

Action: JM & MS to provide response to Clerk (extended to 22/03/2024).

12. All Saints Tree Planting Update

Council noted phase one planting has been completed along the B1106 fence line, with phases two and three being planned and that the planting of 250 mature trees has begun across the site.

13. Allotment Update

MS proposed to the payment of the water bill by direct debit, JM seconded, unanimous decision.

DS hand delivered some allotment invoices with positive response.

Rotavator listed in assets register likely to be located in community centre shed - would be useful on site, if found.

ML thanked DS for all of his work to date, and noted that DS cannot be a Trustee of the Fuel Charity as he is an allotment holder.

14. Finance Update

i. ML proposed moving away from RBoS, to more suitable banking arrangement, DL seconded, unanimous decision.

Action: JH to research and report back.

ii. JM proposed to approve the payment of all accounts and outstanding orders, HGW seconded, unanimous decision.

Payee & details	Total	Power to Pay*
J Hook, Clerks salary, February	£563.30	1
J Hook, Clerks expenses, February	£15.12	3
M Loveridge, Chairs expenses, 4/1/24-6/3/24	£57.04	3
Beneficiary One, Charity Fuel Payment	£300.00	9
Beneficiary Two, Charity Fuel Payment	£300.00	9
Beneficiary Three, Charity Fuel Payment	£300.00	9
Total Payments	£1535.46	

- iii. To receive bank balances correct to 29 February (unless stated otherwise)

RBoS Current Account	£282.19
RBoS Gold Deposit Account	£27303.29
RBoS Treasurers Account (Village Voice)	£691.50
RBoS All Saints Charities (statement to 05/03/24)	£1758.87
RBoS All Saints Charities Instant Access Account	£30.93

Council noted bank balances.

- iv. ML proposed to approve bank reconciliation for February 2024, DB seconded, unanimous decision.
- v. ML proposed to pay three applicants a fuel charity payment of £300 each, HGW seconded, unanimous decision.

15. **ERROR- THERE WAS NO ITEM 15 ON THE AGENDA**

16. Skate & Play Park Inspections

Council noted from report that remedial work required, but all low to very low risk.

Action: ML and DB to look at some of the more pressing issues.

17. Community Centre Car Park Update

ITEM WAS MOVED FORWARD

18. B1106 Safety Video

DL suggested last video was influential in getting the improved VAS units and would be a useful tool in combination with traffic data, to push forward road safety, potential crossing, possible speed restrictions and help with reducing traffic weight issues in the village.

Council agreed in principal, but showed concern for cost vs benefit, and noted that the video spend was not in the budget.

ML proposed a working group of DL, MS and HGW to build a solid case, with cost/benefit analysis and an action plan of how to use the video and for what purpose, to review at the April meeting. HGW seconded, 4 in favour, 1 abstained, proposal carried.

Action: JH to add item to April agenda.

19. Updated Standing Orders & Financial Regulations

ML proposed to adopt updated standing orders and financial regulations, HGW seconded, unanimous decision.

20. Other updated policies

Council noted some work to be done to get policies up to date and that potentially there will be negative comments in the audits.

21. Internal and external audit reports from 2022/23

ML proposed to accept the internal and external audit reports and the recommendations within, HGW seconded, unanimous decision.

22. Updated Code of Conduct

ML proposed to adopt the LGA Code of Conduct as opposed the Suffolk Code of Conduct, HGW seconded, unanimous decision.

23. Review of insurance policy against asset register

This item was unfortunately missed from the minutes of September 2023 when the new insurance policy was approved against the asset register.

ML proposed that the review of insurance against the asset register was carried out, JM seconded, unanimous decision.

24. Updated asset register

ML proposed to adopt updated asset register, DB seconded, unanimous decision.

25. Council to discuss destruction of old sensitive documentation

ML and CE sorted through old paperwork for proper destruction.

ML proposed to pay £90.00+Vat for the proper destruction of sensitive documents, DB seconded, 4 in favour, 1 abstained, proposal carried.

26. Authority for councillors to carry out inspections to play park, skate park and village furniture

ML proposed to give authority for councillors to carry out inspections to play park, skate park and village furniture as required, DB seconded, unanimous decision.

27. Correspondence

Council noted the following correspondence:

Letter from resident concerning All Saints Golf Club - dated 29 Feb 2024

Action: ML to respond.

Email from resident concerning traffic through village - dated 6 Mar 2024

DL responded.

28. Date of next meeting

The next Parish Council Meeting will be on Tuesday 16th April 2024, commencing at 18:30 in the Community Centre

Meeting closed to the public 20:07

..... Sign & date

..... Print name

Chairman

Signed as confirmation that they are a true record.