

## **FORNHAM ALL SAINTS PARISH COUNCIL**

Draft Minutes of the Meeting of Fornham All Saints Parish Council held on Tuesday 5<sup>th</sup> September 2023 at 6.30pm.

Members Present:

Cllr Martin Loveridge

Cllr Hugo Greer-Walker

Cllr Mat Stewart

Cllr Cathy Emerson

Cllr Jill Mayhew

In attendance: Christine Mason (Clerk), Cllrs Rebecca Hopfensperger and Sarah Broughton, a representative from the allotments.

### **05/09/51 APOLOGIES FOR ABSENCE**

Cllr Don Lynch

### **05/09/52 DECLARATIONS OF INTERESTS**

To receive disclosures of pecuniary and local nonpecuniary interests for the agenda under discussion – none received.

To receive disclosures of gifts of hospitality exceeding £25 - none received.

To consider requests for dispensations - none received.

### **05/09/53 CHAIR'S OPENING REMARKS**

The Chair welcomed Cllrs Hopfensperger, Boughton and a representative for the allotments to the meeting.

### **05/09/54 APPROVAL OF MINUTES**

It was proposed and seconded that the minutes of the Extraordinary Meeting of 16<sup>th</sup> August 2023 were approved as a true statement and signed by the Chairman.

### **05/09/55 REVIEW OF ACTIONS FROM PREVIOUS MINUTES**

Criteria guidelines for when the council must intervene for fixing pavements – RH still waiting for the updated version.

Pre-payment meters – JM to receive information shortly.

S137 donation to the Computer Club – meeting at the end of September to discuss what the money will be spent on.

### **05/09/56 REPORTS FROM DISTRICT & COUNTY COUNCILLORS**

All very quiet due to the summer recess. Full Council Meeting in September.

### **05/09/57 PUBLIC FORUM**

The new point of contact for the allotments raised issues that plot holders had brought to his attention. To be reviewed by Trustees and a meeting may need to be convened.

### **05/09/58 TO RECEIVE REPORTS FROM PORTFOLIOS HELD**

Cllr Hugo- Greer-Walker: Attended an informative meeting in relation to the Active Travel Plan, with the net result of formulating a group of parish representatives around the area to focus on journeys in and out of Bury. Ongoing rolling permits for lorries, RH to forward a list.

Cllr Martin Loveridge: Commemorative bench is in situ; a new plaque needs to be ordered as the church would like their name added, cost to be divided into four, bench survey completed, fencing around the war memorial to be fixed, painted and cleaned, anti-pigeon strips have been attached to the swings

Cllr Cathy Emerson: Fallen tree over the river has been reported to the Environment Agency and landowner, map of the village almost completed, new councillor package progressing, Larks Gate residents have been approached to look after The Orchard, three have already agreed.

Cllr Jill Mayhew: Coffee Caravan will be at the Village Hall tomorrow and to Thingoe Lodge the first Wednesday in the month. Nothing else to report.

Cllr Matt Stewart: The fence/gate on the original road is ongoing, dead trees need to be replaced as WSC will not take over unless the site is in a maintainable state, footpath also ongoing.

### **05/09/59 CLERK'S REPORT**

The vacant allotment plot now let, two remain on the waiting list. An inspection has been carried out and letters sent to those tenants whose plots need attention.

**05/09/60 FINANCE REPORTS**

Payments on the schedule were approved.

M Loveridge – bench refurbishment	727.50
Audit	263.49
H G Frost	817.98
JRB Enterprise	69.36
Litter picker salary	205.83
Clerk's salary - July	663.00
S M Pest Control	108.00
D Lynch - electricity	150.00
E Gathercole – padlocks	72.00
SALC booklets	24.49
G Signs	72.00
L A Hurrell	234.00
M Purnell – plants	32.20
Elan City UK	421.25
Litter picker's salary	205.83
Clerk's salary - August	663.00

Payments to be approved at the meeting

AJG Insurance	1581.54
M Purnell -plants	71.92

Although SALC had confirmed a non-councillor can remain as a signatory as an interim arrangement until the bank mandate is changed, the above payments were approved but cheques were not signed.

Balances as at 28<sup>th</sup> July 2023

Gold Account	41770.47
Current account	280.11
Less outstanding cheques	-41737.25
Balance	37913.33
Treasurers account	368.08
Fornham All Saints Charities	2281.02

**05/09/61 PLANNING APPLICATION – DC/23/1343/FUL**

Two outdoor tennis courts. Location All Saints Hotel.

By majority vote the application was approved.

**05/09/62 ZEBRA CROSSING REVIEW INC. TRAFFIC & PEDESTRIAN SURVEYS**

Following lengthy discussion, it was agreed to establish what criteria the PC would need to cross in terms of pedestrian and car surveys to be given the go ahead to have a pedestrian crossing. RH to speak with SCC.

**05/09/63 VILLAGE VOICE – UPDATE AND TIMINGS**

With immediate effect, Justin Hook will be taking over the village magazine. Deadline for articles, adverts 20<sup>th</sup> of the month.

**05/09/64 VOLUNTEERING GROUP – UPDATE/WAY AHEAD**

Training is required, first session 13 October, as long as the group remains in the scheme, they are insured, high viz jackets including equipment is provided to carry out the litter picking etc. To get things moving, the application form to be signed and returned. ML and MS to attend the training. Community involvement to be encouraged.

**05/09/65 SKATEPARK REPAIRS**

Two quotes were received, unanimously agreed the quotation of £400 + vat from PlayStation Solution was approved

**05/09/66 ROAD SIGN APPRAISAL**

Three 30 mph signs and four covers required. ML to action.

**05/09/67 TO AGREE MEETING CYCLE DATES**

Without mandatory consultation with the clerk, monthly meeting dates as from January 2024 were approved.

**05/09/68 PARISH COUNCIL FINANCE PROCEDURES**

The Chair and clerk to liaise.

**05/09/69 TO DISCUSS REVIEW OF ALL THE RESPONSIBILITIES**

A working group to be set up to discuss a review of all councillor responsibilities. JM expressed an interest in being nominated as the PC representative on the SALC board.

**05/0970 TO DISCUSS THE SPARE VAS**

Relocating the spare VAS currently located at Tut Hill, to the post at Larks Rise was discussed. Residents of Larks Gate to be contacted for their opinion prior to a final decision being made.

**05/09/71 TAPS AT THE ALLOTMENTS – CONFIRM ACTION**

Chair to discuss with the allotment representative.

**05/09/72 RELATIONSHIPS BETWEEN VILLAGE ENTITIES AND RESPONSIBILITIES**

To be picked up within the councillor responsibilities working group.

**05/09/73 OVERHANGING CHURCHYARD ASH TREE**

Quotation received for £450.00 to cut back 4/5 stems was accepted. Following permission from the Tree Officer, work will be carried out in the autumn.

**05/09/74 PLANNING PORTAL – CONNECTION TO THE PORTAL AND REPORTING OF PLANNING APPLICATION RESPONSES FROM FAS PC**

With the help of the planning technical team, FAS now have access to the consultee section on the planning portal.

**05/0975 BUSINESS DROP BOX ACCOUNT**

To be closed and a simple list of local businesses kept.

**05/09/76 DEFIBRILLATOR IN FORNHAM ALL SAINTS**

Responsibility for maintaining and servicing the defibrillator to be identified.

**05/09/77 REVIEW OF ACTIONS FROM MEETING**

Noted.

**05/09/78 CHRISTMAS FUNCTION – LOCATION & DATE**

In hand.

**05/09/79 CORRESPONDENCE**

A resident has queried why an agenda and minutes of a meeting held on 21 June 2021 were not posted on the website. Following investigation by the clerk, the meeting was an informal Q & A session of councillors relating to the closure of Tut Hill. In response to an unfounded complaint regarding lack of communication with allotment holders, a representative from the allotments has been invited to attend parish council meetings to bring to the attention of councillors any issues they may have.

**05/09/80 DATE OF NEXT MEETING : To be confirmed.**

A thank you was expressed by all councillors to Enid Gathercole for her many years' service to the Parish Council.