

FORNHAM ALL SAINTS PARISH COUNCIL

Draft Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on Tuesday 18th July 2023 at 6.30pm

Members Present:

Cllr Enid Gathercole

Cllr Mat Stewart

Cllr Jill Mayhew

Cllr Hugo Greer-Walker

Cllr Martin Loveridge

Cllr Cathy Emerson

In attendance: Christine Mason (Clerk), Cllr Rebecca Hopfensperger

Non-attendance: Cllr Don Lynch

18/07/25 APOLOGIES FOR ABSENCE

None received.

18/07/26 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.

18/07/27 MINUTES

It was proposed and seconded that the minutes of the meeting of the Annual General Meeting held on 23rd May 2023 be adopted as a true statement and signed by the Chairman.

18/07/28 TO RECEIVE REPORTS FROM THE COUNTY AND DISTRICT COUNCILLOR

Cllr Hopfensperger's report was previously circulated and noted.

- The footpath outside the community centre is clear of vegetation and you can walk safely, also the footway outside Pound Meadow has been cleared by residents I think, for which I thank them for.
- The root problems at Pound Meadow in the footway, the Highways Assessment Officer Paul Gibbs has inspected this and at this point in has not met intervention, but he has raised a CAT W for future works and will be checking weekly.
- The crossing on the roundabout has been cleaned, and the large radius corner has been cleaned of all weeds and waste.
- I've asked West Suffolk to sweep the kerb line through the village which will help manage the weeds and waste.
- I can pay for the feasibility study for the crossing, but I have asked if there is anything that the parish council can do to reduce the cost, i.e. a pedestrian count, providing speed stats.
- I will be receiving £3,000 for the division to replace broken/damaged/missing signs, I've also asked for stickers which can be placed onto faded signs i.e. 30mph signs, so it would be good if you could think about any signs that would benefit from funding so I can start a shopping list.
- I attended a briefing with National Highways on the ongoing maintenance and improvement works along the A14 between J36 (West of Newmarket) to J43 Bury St Edmunds, they have confirmed that the diversion route will be the A134. There will be an HGV restriction for the length of the B1106 and Barton Hill. There will be not suitable for HGV & do not follow Sat Nav signs on A1101, double mini roundabouts, Compiegne Way roundabout. There will be mobile speed camera on the A1101 and Fornham all Saints & Fornham St Martin. Suffolk are aware of the weight restrictions in place and have agreed to police/enforce them when resources allow.

Further topics covered included the Self Help Scheme that enable councillors to clean signs, general maintenance etc within the village, suggested a working party be set up to walk around the village identifying areas that need attention, Cllr Loveridge to action; tree roots outside a residents house, criteria guidelines for when the council has to intervene to be sent to the clerk; pre-payment metres help, wording for leaflets to be taken from RH's general report and delivered to selected residents, also to be posted on the notice boards. Cllrs Mayhew and Emerson to action.

18/07/29 PUBLIC FORUM

There were no members of the public present.

18/07/30 TO RECEIVE REPORTS FROM PORTFOLIOS HELD

Cllr Hugo-Greer Walker: Concerning various hedges that require attention, Charlie Browne has said he will arrange for the hedge to be cut back. Remaining landowners who have overgrown hedges/trees have been told of the situation but as yet not a great deal of progress.

Cllr Martin Loveridge: Updated asset register - King Charles bench, approval from WI/PC/CC has been given for the wording on the bench, retrospective approval was given for the purchase, war memorial requires a full clean, fence needs repairing/painting. If not possible to repair the fence, a quotation to be sought, ML to action. Contact number for cleaning the memorial to be forwarded to ML by JM, weeding JM to action, brick bus stop, all rotting wood requires treatment, bench at the Community Centre to be treated and painted, poo bin by the war memorial now upright, repairs to the skate park to be carried out, Cllr Gathercole to speak to Paul Purnell regarding a contact for the company who installed the apparatus, a thank you was given to Cllr Loveridge and the Clerk for dealing with the removal of the wasp nest.

Cllr Enid Gathercole: A thank you to the residents who look after the village flowerbeds, a working party will be clearing the end section of The Orchard, a request to expand the parking area at the Community Centre will be discussed at the next parish council meeting.

Cllr Cathy Emerson: Not a lot to report, the river pollution group continuing to monitor pollution levels, attended the parish council's working group.

Cllr Jill Mayhew: The Rural Coffee Caravan was recently at the village hall, four councillors attended, going from strength to strength. As their chosen charity, a coffee morning organised by Thingoe Lodge raised £200 for the RCC.

Cllr Matthew Stewart: No correspondence with Marham Park about moving the fence, trees are not being maintained and are dying, they will have to be replaced once the handover takes place, no news on the Co-op shop, nothing heard on the David Lloyd Gym application.

18/07/31 CLERK'S REPORT

The insurance company has agreed to accept the quotation to replace the burnt sections of the allotment palisade fencing, there is now one plot available for letting, on reading the criteria for the Community Chest Grant, public bodies are excluded from making an application, agreed a separate working party be set up to see which projects in terms of sport or recreation can be applied for i.e two tennis courts. With a September deadline for applications, it was agreed the working party progress this offline.

18/07/32 FINANCE REPORT

The finance report as per the schedule was approved.

May expenditure:

Suffolk Cloud	270.00
Litter pickers x 2 months	411.66
Clerk's salary x 2 months	1326.00
ICO	40.00
Community Council	1528.00
J Mayhew reimbursement	25.00
M Purnell – plants	112.89
Village Hall hire	28.00
June expenditure	

M Purnell – plants	23.85
H G Frost	336.30
G Signs	88.80
Broxap	390.00
E Gathercole – reimbursement	104.78
Litter picker	205.83
Clerk’s salary	663.00
M Loveridge – reimbursement	76.18
Bank balances as of 30 th June 2023	
Gold deposit	43604.40
Current account	266.50
Less outstanding cheques	-1138.59
Balance	42732.31
Treasurers account	368.08

To receive a request from the Computer Club for a s137 donation
Prior to approval, Cllr Gathercole to ascertain from the Computer Club the specific purpose for a donation.

18/07/33 RECOMMENDATIONS OF THE WORKING GROUP FOR DISCUSSION AND APPROVAL

- a. Monthly meetings
The NALC employment contract to be sent to councillors, following consultation with the clerk it is aimed to be having monthly meetings as from January 2024.
- b. Location of meetings
If available, the Community Centre.
- c. Meeting cycle
Details of when agenda items must be sent to the clerk, number of days before the agenda must go out and must be displayed on the notice boards, time scale for availability of minutes to be collated. The clerk to action.
- d. WhatsApp Group
Already set up and to be continued.
- e. Email / WhatsApp Communication
Guide for councillors using email and WhatsApp to be recirculated by Cllr Loveridge.
- f. Package of information & training for new councillors
Information being collated by Cllr Emerson, the clerk to arrange relevant training modules with SALC.
- g. Emergency Planning requirements
Basic rules and regulations required i.e. evacuation points, defibrillator, contact list, to be kept within the working group.
- h. Review of portfolios
At present to be kept within the working group.
- i. Planning Committee
Cllrs Loveridge, Mayhew, Emerson, Greer-Walker to sit on the planning committee. One of four each time to write comments. With concerns raised that observations made by the parish council are not showing on the portal, Head of Planning, Rachel Almond to be advised of the situation, If the consultation expiry date is prior to the next meeting, either an application for an extension is made or an Extraordinary Ordinary meeting convened. A progress report at the next meeting.

j. Village Voice / How do we get information down to parishioners
No decision today, but the working group to take forward how this can be achieved.
Cllr Gathercole has approached a resident who is interested in taking over the editorship.
Suggested contact is made with the Clerk at Great Barton regarding their village magazine.

k. Separate precept meeting
Setting of the annual precept to be held on a separate date to the Parish Council meeting.

l. Internet banking v cheques
To be progressed with Nat West. Delegated authority to be given to the Clerk for payments up to £100. For incidental purchases, Cllr Loveridge to set up an account with Travis Perkins

m. SCC Community Volunteer Group
Teams meeting to be arranged with Luke for an initial chat regarding setting up a Community Volunteer Group. Cllrs Greer-Walker, Loveridge to attend.

By unanimous vote all items within agenda 9 were approved.

18/0//34 VILLAGE GREEN UPDATE

Damaged area of grass now growing.

18/07/35 WAR MEMORIAL UPDATE

Covered previously in the agenda.

18/07/36 TO CONFIRM OWNERSHIP OF AREA OF LAND BY LUCY'S & APPROVE PLANTING

Confirmed, the land in question is part of the church wall and belongs to the Parish Council, approval was given for a resident to plant the area. A sum of £100 was authorised to purchase plants.

18/07/37 AGENDA ITEMS FOR THE NEXT MEETING

Village Voice, Planning Applications.

18/07/38 CORRESPONDENCE

FOI request: An initial holding email to be sent by Cllr Greer-Walker. Detailed responses for each listed planning application to be compiled and sent to the resident.

18/07/39 DATE OF NEXT MEETING

Agreed as Tuesday 5th September 2023 at 6.30pm.

With no further business the meeting closed at 8.20pm