

MINUTES FORNHAM ALL SAINTS PARISH COUNCIL MEETING TUESDAY 23RD NOVEMBER 2023

<u>Item</u>	<u>Present:</u>	<u>Action</u>
	<p>Councillor Martin Loveridge chaired the meeting along with Councillors Cathy Emerson (Vice Chair), Jill Mayhew, Mat Stewart and Hugo Greer-Walker.</p> <p>Borough Councillors Sarah Broughton and Rebecca Hopfensperger; Locum Clerk and Financial Officer Linda Harley; 8 members of the public.</p>	
<u>1.0</u>	<p><u>Apologies for Absence</u> Apologies were received and accepted from Don Lynch.</p>	
<u>2.0</u>	<p><u>Declarations of interest, disclosures of gifts of hospitality and requests for dispensations</u> There were no declarations of interest, disclosures of gifts of hospitality or requests for dispensations.</p>	
<u>3.0</u>	<p><u>Chairs opening remarks</u> Cllr Martin Loveridge welcomed everyone to the meeting and made introductions.</p>	
<u>4.0</u>	<p><u>Locum Clerk – Agree employment contract and pay rate</u> Linda Harley left the room for the Council to discuss this item. Cllr Martin Loveridge proposed that the Council accept the 3-month contract for the Locum Clerk from 13th November 2023 to 13th February. Seconded Cathy Emerson, unanimous decision.</p>	<u>ML</u>
<u>5.0</u>	<p><u>Approval of minutes</u> The Council signed the following minutes as an accurate record of the meetings: (i) 5th September 2023 (ii) Extraordinary meeting 25th September 2023 (iii) Extraordinary meeting 26th October 2023 Proposed Martin Loveridge, seconded Cathy Emerson, unanimous decision.</p>	
<u>6.0</u>	<p><u>Review of actions from previous meetings</u> This item was postponed until the January meeting.</p>	
<u>7.0</u>	<p><u>Reports from District and County Councillors</u> Cllr Broughton reported that the new West Suffolk Local Plan will go to cabinet on 6/12/23. The consultation will be in January/February 2024. The gate at the top of Tut Hill has been repaired and is useable. A bid for funds to replace this gate has been made. Cllr Hopfensperger reported that the new highways signs have been added to the list she is collating for Parish Council's, which will then benefit from economies of scale when ordered.</p>	
<u>8.0</u>	<p><u>Public Forum</u> The following items were discussed: Areas in the village and wild flower planting, including the area around Pidgeon Lane; information will be published in the Village Voice on a 'village event' to be organised. Funds will be needed; The Village Hall Committee confirmed the Parish Council can use the Village Hall.</p>	
<u>9.0</u>	<p><u>To receive Councillors reports</u> (i) Cllr Don Lynch was absent (ii) Cllr Hugo Greer-Walker: The Quiet Lane Road sign has been knocked over. An Active Travel meeting will be held with other Parish Councils. The farm manager has confirmed the flooding on Tut Hill is coming from waterlogged fields. A couple of volunteers have come forward to join the newly formed Volunteering group. Cllrs Loveridge and Stewart will be attending a Council run volunteer management training course in the new year. (iii) Cllr Martin Loveridge – The war memorial has been fixed and painted. The play area will be reviewed next year as it is looking tired. West Suffolk Council have given permission for the trees overhanging the churchyard to be cut</p>	

	<p>back. The MUGA is crumbling on its foundations. Quotes will be sought to repair. Villagers asked to be vigilant regarding dog excrement on the village green. A padlock has been fitted at the allotments.</p> <p>(iv) Cllr Cathy Emerson - New pads and batteries have been purchased for the defibrillator and a volunteer has agreed to maintain it. The list of businesses has been updated. Larksgate has been contracted with regard to maintaining the orchard- Parking on the pavement on Tut Hill was raised.</p> <p>(v) Cllrs Mayhew, Loveridge and Emmerson attended the meeting at Thingoe Lodge with Havebury Housing. The meeting helped to resolve some issues. The rural coffee caravan will continue to visit Fornham All Saints. Thingoe Lodge are raising money for their charity. Need to push for more advertising in the Village Voice. Appointed SALC representative for the PC.</p> <p>(vi) Cllr Mat Stewart – no updates on Marham Park. A meeting will be arranged to progress with Cllr Hopfensperger. A meeting will be arranged in January 2024 for Village fundraising. Anglian Water continue to pollute the Lark River. A meeting will be re-arranged to establish the time-line for stopping the pollution. The tree which had fallen across the river has been removed.</p> <p>10.0 Clerks Report A full report will be made at January’s meeting once the Locum Clerk has reviewed all documents.</p> <p>13.0 Item 13 was moved forward: Allotments Cllr Martin Loveridge proposed that a Working Group is formed to formalise the Allotment Fuel Charity and re-organise the system. The annual rent increase will be discussed. Seconded Cllr Cathy Emerson, unanimous decision. The group would include 1 Parish Councillor and could aim to resolve any issues raised. The Charity needs to be self-financing. The Parish Council are trustees of this charity. Cllr Loveridge will arrange the allotment annual general meeting on 9th January in the Community Centre.</p> <p>11.0 Finance 11.1 Cllr Martin Loveridge proposed that the following invoices be paid, seconded Cllr Cathy Emerson, unanimous decision.</p> <table border="1" data-bbox="368 1301 1425 1765"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Total</th> <th>Reclaimable Vat</th> <th>Power to pay*</th> </tr> </thead> <tbody> <tr> <td>Community Heartbeat</td> <td>Defibrillator pads</td> <td>£467.49</td> <td>£77.90</td> <td>4</td> </tr> <tr> <td>H Frost</td> <td>Mend bench</td> <td>£78.00</td> <td>£13</td> <td>3</td> </tr> <tr> <td>Village Hall Hire</td> <td>PC meeting 26/10/23</td> <td>£28.00</td> <td>£0</td> <td>3</td> </tr> <tr> <td>Bulbs</td> <td>Village Sign Flowerbed</td> <td>£21.00</td> <td>£0</td> <td>5</td> </tr> <tr> <td>Chairs expenses</td> <td>Wreath Postage Mileage Memory Stick</td> <td>£71.40</td> <td>£4</td> <td>1 3 3 3</td> </tr> </tbody> </table> <p>* Power to pay</p> <table border="1" data-bbox="368 1803 1107 1995"> <tbody> <tr> <td>1.</td> <td>Local Government Act 1972 s.138B</td> </tr> <tr> <td>2.</td> <td>Local Government Act 1972 s.137</td> </tr> <tr> <td>3.</td> <td>Local Government Act 1972 S.111</td> </tr> <tr> <td>4.</td> <td>Public Health Act 1936, s.234</td> </tr> <tr> <td>5.</td> <td>Open Spaces Act 1906 ss 9-10</td> </tr> <tr> <td>8.</td> <td>Litter Act 1983 ss. 5,6</td> </tr> </tbody> </table>	Payee	Details	Total	Reclaimable Vat	Power to pay*	Community Heartbeat	Defibrillator pads	£467.49	£77.90	4	H Frost	Mend bench	£78.00	£13	3	Village Hall Hire	PC meeting 26/10/23	£28.00	£0	3	Bulbs	Village Sign Flowerbed	£21.00	£0	5	Chairs expenses	Wreath Postage Mileage Memory Stick	£71.40	£4	1 3 3 3	1.	Local Government Act 1972 s.138B	2.	Local Government Act 1972 s.137	3.	Local Government Act 1972 S.111	4.	Public Health Act 1936, s.234	5.	Open Spaces Act 1906 ss 9-10	8.	Litter Act 1983 ss. 5,6	<p><u>ML</u></p> <p><u>CE</u></p> <p><u>JM</u></p> <p><u>MS</u></p> <p><u>MS</u></p> <p><u>MS</u></p> <p><u>ML</u></p>
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<u>11.2</u>	(ii) Cllr Martin Loveridge proposed that the Council move to on-line banking, seconded Cllr Cathy Emerson, unanimous decision.	<u>ML/</u> <u>CM</u>																		
<u>11.3</u>	(iii) Cllr Mat Stewart proposed that Cllr Martin Loveridge be a bank signatory, seconded Cllr Hugo Greer-Walker, unanimous decision.	<u>ML</u>																		
<u>11.4</u>	(iv) Cllr Martin Loveridge proposed the Parish Council form a Finance Working Group consisting of Cllrs Loveridge, Emerson and Stewart, seconded Cllr Hugo Greer-Walker, unanimous decision.	<u>ML</u>																		
<u>11.5</u>	(v) Cllr Martin Loveridge proposed donating up to £100 to the Computer Club for a new sound system, seconded Cllr Cathy Emerson, unanimous decision. Once this item has been purchased an invoice will be given to the Council. (vi) The Council decided not to place an advert with Indeed for the new Clerk as they have 3 applicants.																			
<u>12.0</u>	<u>24/25 Budget</u> The budget will be reviewed by the Finance Working Group and presented to the Council at the January meeting. Unclaimed VAT from previous financial years will be reclaimed.																			
<u>14.0</u>	<u>Planning Applications</u> The Council objected to the following planning application with 3 Councillors voting to object and 2 having no comments: <table border="1" data-bbox="368 837 1422 913"> <tr> <td>Golf and Country Club</td> <td>DC/22/1887/FUL</td> <td>Entrance to Golf Course in The Street</td> </tr> </table> <p>The Council unanimously supported the following Tree Preservation applications:</p> <table border="1" data-bbox="368 949 1422 1205"> <tr> <td>Street Record, Forge End</td> <td>DC/23/1803/TCA</td> <td>Crown lift to a number of trees</td> </tr> <tr> <td>The Manor House, Hengrave Road</td> <td>DC/23/1827/TCA</td> <td>Fell Juniper</td> </tr> <tr> <td>1 Lodge Cottage, The Green</td> <td>DC/23/1776/TCA</td> <td>Mixed row of trees reduce height and 1 crown raise</td> </tr> <tr> <td>Arden House</td> <td>DC/23/1643/TCA</td> <td>Fell 1 Silver Birch</td> </tr> <tr> <td>2 Dairy Drive</td> <td>DC/23/1695/TCA</td> <td>1 Maple crown reduction</td> </tr> </table>	Golf and Country Club	DC/22/1887/FUL	Entrance to Golf Course in The Street	Street Record, Forge End	DC/23/1803/TCA	Crown lift to a number of trees	The Manor House, Hengrave Road	DC/23/1827/TCA	Fell Juniper	1 Lodge Cottage, The Green	DC/23/1776/TCA	Mixed row of trees reduce height and 1 crown raise	Arden House	DC/23/1643/TCA	Fell 1 Silver Birch	2 Dairy Drive	DC/23/1695/TCA	1 Maple crown reduction	
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<u>15.0</u>	<u>Pedestrian Crossing Review</u> Cllr Rebecca Hopfensperger has received a report from the pedestrian crossing design engineer which stated that there was not enough demand for a crossing in Fornham All Saints and that vehicle speeds were too high for the proposed location. If the Parish Council wishes to go ahead, they would need to raise the funds. Cllr Martin Loveridge proposed discontinuing with the pedestrian crossing project at this time but reviewing the situation in future years, if circumstances change and it becomes a viable scheme. This was seconded by Cllr Jill Mayhew, 2 Councillors voted for the proposal and 1 against. There was a discussion on whether changing the speed limit through the village to 20mph would be feasible. It is a costly exercise requiring a feasibility study and Cllr Hopfensperger confirmed that the speed of vehicles would only reduce by a few miles per hour. Having a lollypop person was also discussed but Fornham All Saints is unlikely to fit the criteria. Community Speed Watch was also discussed. Cllr Mat Stewart felt it should be looked at holistically as HGV's, tractors and vehicles above the 7.5 tonne limit also cause problems.																			
<u>16.0</u>	<u>Village Voice</u> An article will be written to explain the decision on the pedestrian crossing. The next issue is ready to go to the printers once the minutes of this meeting are included. Thanks were given to the editor for his work in producing a great newsletter.	<u>ML</u>																		
<u>17.0</u>	<u>To approve meeting dates for 2024</u> The following dates were approved for the 2024 Council meetings:																			

	<p>16th Jan, 13th Feb, 20th Feb, 19th March, 16th April, 21 May (AGM), 18 June (& Annual Parish Meeting), 16 July, 17 September, 15 October, 19 November.</p>	
<p><u>18.0</u></p>	<p><u>Defibrillator</u> Cllr Martin Loveridge proposed that the protocol for the defibrillator be formalised and will write to the volunteer looking after it, seconded Cllr Cathy Emerson, unanimous decision.</p>	<p><u>ML</u></p>
<p><u>19.0</u></p>	<p><u>Poppy Wreath</u> Cllr Martin Loveridge proposed the annual purchase of a wreath for the war memorial, to be laid by the Parish Council, seconded Cllr Cathy Emerson, unanimous decision.</p>	
<p><u>20.0</u></p>	<p><u>Notices to residents concerning overgrown hedges and bins</u> Cllr Martin Loveridge proposed that a polite letter be sent to any residents whose vegetation is encroaching onto the footpaths or who leave their bins out for an unreasonable length of time, seconded Cllr Cathy Emerson, unanimous decision.</p>	<p><u>ML</u></p>
<p><u>21.0</u></p>	<p><u>Wild flower garden at bus stop</u> There was a discussion on tidying up and replanting the garden at the bus stop with the addition of ‘insect approved perennials’. This will be included in the budget for 2024/25 under discussion in January.</p>	<p><u>ML/CE</u></p>
<p><u>22.0</u></p>	<p><u>Seek sponsorship from local companies for various areas in the village</u> Cllr Martin Loveridge proposed approaching local businesses to sponsor planting on various locations in the village with areas to be identified, seconded Cathy Emerson, unanimous decision.</p>	<p><u>ML</u></p>
<p><u>23.0</u></p>	<p><u>Litter Picker</u> Cllr Martin Loveridge will contact the litter picker to formalise his employment contract and confirm the scope of works.</p>	<p><u>ML</u></p>
<p><u>24.0</u></p>	<p><u>Multi Use Gym</u> Cllr Martin Loveridge will seek quotes to re-seat the gym on a stable platform.</p>	<p><u>ML</u></p>
<p><u>25.0</u></p>	<p><u>Correspondence</u> Following a full discussion, Cllr Martin Loveridge will respond to the resident who raised the layout of the road at the bottom of Tut Hill.</p>	<p><u>ML</u></p>
<p><u>26.0</u></p>	<p><u>Review of Actions from meeting</u> The Locum Clerk offered to produce a list of actions from the meeting.</p>	<p><u>LJH</u></p>
<p><u>27.0</u></p>	<p><u>Date of next meeting</u> The next meeting will be on Monday 16th January 2024.</p>	
	<p>There being no further business the meeting finished at 8.05 pm.</p> <p>.</p> <p>.....Sign & Date</p> <p>.....Print name.</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>	

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