

Draft Minutes from Parish Council Meeting

Tuesday 18th June 2024, 18:30, Fornham All Saints Community Centre

These draft minutes will be approved at the Parish Council Meeting on 16th July.

Present:

**Cllr Martin Loveridge (ML) (Chair), Cllr Cathy Emerson (CE) (Vice Chair) and Cllrs Jill Mayhew (JM), Mat Stewart (MS), Derek Brown (DB) and David Surman (DS).
County Cllr Beccy Hopfensperger (BH), Clerk Justin Hook (JH) and 6 members of the public.**

Agenda Items

1. Chairman's welcome, opening remarks and to receive apologies for absence
Apologies received and accepted from Cllr Don Lynch and Borough Cllr Sarah Broughton.
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. To approve & adopt the minutes from the AGM and Council meeting held on the 21st May 2024
ML proposed to approve the minutes, CE seconded, unanimous decision.
4. Review of actions from previous meeting if not covered on the agenda
None.
5. To receive County Councillor's report from Cllr. Rebecca Hopfensperger
Elections holding up applications for monies until 5th July.
Road signs ordered, but team working through backlog. Will ask Andy to show ML how to apply stickers. Village name sign on Hengrave Road sign has been fixed.
Meeting with permit issuing team with MS. 51 active permits through the village, and the 6 hauliers now reduced to 5. List is reviewed 6 monthly, and currently not excessive for a B road. 'Local vicinity' seems a vague term and open to subjectiveness, but permits issued on temp to perm basis on 12 month rolling review. Once we have report, will be useful identifying against potential lorry watch data. Volkerts and Stennetts two most common users. Team will advise Council of any new permits issued. Eastern Concrete has preference of Fornham over West Stow, as permit avoids upsetting West Stow residents where they don't have a permit.
Action: JH to look into ANPR device for automated lorry watch.
Resident Question: What is happening with Tollgate Intersection?
BH has had no instruction of works and no start date - money has been allocated and is chasing.
Resident Question: Dual purpose cycle lane passing over All Saints Lodge entrance on Mildenhall Road
BH - Need to look at what the planning obligations were.
Action: MS to liaise with BH to review plans.
Resident Question: S106 Developer funds from Marham Park development.
BH - No more available. Funds spent on noticeboards, closure of Tut Hill and Newbury Centre on Howard Estate. Outstanding monies allocated for Tut Hill footpath.
Action: JH to liaise with BH to see if S106 funding can be released for other projects.
6. To receive Borough Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger
Noted that Greene King is planning to move to Suffolk Business Park, but plan to

leave the museum and a small brewing presence in the town centre.

No news on old Coop site future use.

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

None received.

THE FOLLOWING ITEM WAS BROUGHT FORWARD

15. Community Centre update

DB - Car parking area is finished and looking good.

Plans for redeveloping centre no further forward. Paul Purnell (PP) advised still looking at plans to raise roof, open up main hall, add storage, reconfigure toilets.

Question was raised whether better to look at a new building instead, allowing continued use of existing. PP advised circa £1.5-2m build, vs £3-400k refurb.

Council suggest need to look at funding, Community Chest, Lotto, Locality Budgets, Local Plan S106 monies etc.

Resident Question: Re: previously raised suggestion of a petanque green at Community Centre.

Potentially joint venture between PC and Community Centre Council. PP mentioned previous agreements in place for no further development on the site.

Action: JH to add to July agenda for discussion. Consider Sports Grants.

8. To receive reports from Councillors:

a. Traffic / Roads / VASs / Signs - ML

ML thanked Highways for prompt action to fix village sign.

b. Volunteering - ML

All equipment has been received - good to go! Volunteering group to start litter picking, clearing overgrown pavements, cleaning signs etc.

c. Facilities / Assets Management / Community Centre - DB

Beginning to work on items highlighted on play parks list. Other assets all good.

d. Local Businesses & Residents / Active Travel / De-fib' - CE

Noted Enid Gathercole is sorting defib for Community Centre - help available if required, nothing else to report.

e. Social Issues / Rural Coffee Caravan / Village Voice - JM

Remove RCC from list, all good with everything else.

f. Marham Park / Village Hall / Anglian Water (Lark) / Highways - MS

Anglian Water meeting on 5th September. Validity of data is being questioned and followed up on.

g. Allotments - DS

Fly tipping issue has been addressed and seemingly fixed. Decisions have been made to deal with problem plots.

ACTION: JH to check contracts and send letters.

9. To receive Clerks report

Locality budget applied for, for litter picking tools.

ALL allotment monies in for 2024.

Registered with the Pensions Regulator - up to date.

Registered access to Charities Commission site & addresses updated.

SCC Highways issues reported, following residents concerns - A1101 towards Marham Park, weeds on pavement in front of Newlands and Owslden, trees over pavement in front of Tilia House.

Now clerking for Flempton cum Hengrave as of 1st June and will be taking over as editor of Fornham St Martin cum St Genevieve (FSMSG) Bugle as of 1st July.

10. Planning:

Action: CE to send traffic data to All Saints Hotel (AS).

Action: JH to chase EA report from AS, as well as date for resident event and confirmation of Mildenhall Road entrance usage detail.

West Suffolk Council still looking into enforcements.

Action: JH and BH to chase.

CE - what are the next steps if no updates / action taken?

ML Meeting with local candidates and will raise this concern.

JM attended FSMSG PC meeting and was made to feel very welcome. Both parties keen to continue to forge link and liaise on concerns.

FSMSG are registering a Holding Objection vote on the AS pods to allow requesting of further information and detail.

It has been reported to Council that classes are taking place again in the outside gym, prior to a decision being made.

Action: Council to investigate.

11. Finance update

- i. ML proposed to approve payment of the following accounts and outstanding invoices, CE seconded, unanimous decision.

Payee & details	Total	Power to Pay*
Nest, Clerks Pension	£9.75	1
J Hook, Clerks salary, May	£557.73	1
J Hook, Clerks expenses, May	£54.03	3
M Loveridge, Chairs expenses, 9/5 - 30/5	£135.84	3
Community Workshop, Village Voice printing	£288.80	7
V Waples, Internal Auditor 2023/24	£288.80	3
Nest, Clerks Pension May	£9.75	1
Total Payments	£1344.70	

- ii. Council noted bank balances correct to 31st May (unless stated otherwise)

Current	£248.69
Savings	£49,385.10
Village Voice	£851.76
Charities	£3,010.24

- iii. ML proposed to approve bank reconciliation for May 2024, CE seconded, unanimous decision.
- iv. ML proposed to merge Village Voice account into main account for ease of accounting, with funds to be earmarked as Village Voice reserves. CE seconded, unanimous decision.

12. End of year and audit

- i. ML proposed that the Council had fully reviewed the Audit Report and Clerks report of audit, noting actions to be taken. CE seconded, unanimous decision.
- ii. ML proposed to approve revision of AGAR Section 1 and the change of Assertion 4 to a NO. CE seconded, unanimous decision.
- iii. ML proposed the appointment of Vicky Waples as internal auditor for 2024/25. CE seconded, unanimous decision.

13. Skate & play park inspections

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

14. Section S137 grants (£1750 left in budget)

JH reported no update from Computer Club on their grant request.

ML advised date now set for "Party on the Green" for 7th September and PC offer of £200 towards costs received with thanks.

15. Community Centre update

ITEM COVERED EARLIER.

16. Highways / volunteering

ML/DB and Tony Mayhew to tackle some of the hedge/tree issues on the pavements. ML proposed a date for the first volunteering session of Thursday 27th June, meeting 10:00 at the Community Centre. CE seconded, unanimous decision.

ACTION: ML to provide piece for JH to email to volunteer database.

17. Grass cutting

JH receiving questions re: grass cutting and who is responsible for what/when it can be expected. Churchyard still not cut after no-mow-may and nature watch.

Action: Council to monitor churchyard cuts so as not to pay unnecessarily.

Action: CE to provide layered map of WSC and SCC responsibilities.

18. Emergency plan

JM using Great Barton plan as a template.

ACTION: JM/CE/ML to form a working group to move forward with a simple plan.

19. Fuel Charity

Audit report has highlighted need to separate Fuel Charity from Parish Council activities to allow independence. Charity discussions and decisions to be held at the end of the PC meeting under closed meeting, including all related finances.

SALC training available for PC's as Sole Trustees of charities.

ACTION: JH to share details of training.

20. Correspondence

i. Resident email re: golf course safety

Council support the need for proper fencing to protect residents and property, but don't understand need for further planning where previously granted.

Action: ML to speak with resident.

ii. Council were pleased to receive letter of thanks read out from the WI.

iii. CE received call from resident re: out of hours alarms ringing in Moseleys Farm Business Centre. Contact number given for RC Browne.

21. Date of next meeting

The next meeting will be held on Tuesday 16th July 2024, commencing at 18:30 in the Community Centre.

Meeting closed to the public 19:54

..... Sign & date

..... Print name

Chairman

Signed as confirmation that they are a true record.