

## **Draft Minutes from Parish Council Meeting**

Tuesday 15th October 2024, 18:30, Fornham All Saints Community Centre

*These draft minutes will be approved at the Parish Council Meeting on 19th November.*

### **Present:**

**Cllr Martin Loveridge (ML) (Chair) and Cllrs Jill Mayhew (JM), Derek Brown (DB), David Surman (DS) and Richard Nicholls (RN).**

**Clerk Justin Hook (JH) and 1 member of the public.**

## **Agenda Items**

1. Chairman's welcome, opening remarks and to receive apologies for absence  
Apologies received and accepted from Cllr Stewart, Cllr Lynch and Cllr Hopfensperger.
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 Council meeting held on the 17th September 2024  
**Council resolved to approve the minutes from the previous meeting.**
4. To receive County Councillor's report from Cllr. Rebecca Hopfensperger  
None received.
5. To receive Borough Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger  
None received.
6. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the village  
No matters raised.
7. Danger of golf balls to Pigeon Lane and B1106  
Following advice from SALC, the concern should be considered a civil matter between residents of Pigeon Lane and All Saints Hotel, and as such the Parish Council should not have any further involvement, other than supporting in the usual way with planning applications.
8. To receive reports from Councillors:
  - a. Traffic / Roads / VASs / Road Signs - Clerk  
The Clerk has been liaising with Elan City over compatibility of solar panels with current equipment and poles. Current locations look good, although pole diameter slightly less than preferred. Third location requires new pole in different location. Elan City to provide clarity and Clerk to check license requirements from SCC Highways. Remote monitoring available - to consider at a future date if required.
  - b. Volunteering - Martin Loveridge  
ML happy to continue heading up volunteering after stepping down from Council.  
**Council resolved to allow ML continue to oversee volunteering group.**  
Litter pick planned Saturday 26th October, 10:30, village green.
  - c. Facilities / Assets Management / Community Centre / EV - Derek Brown  
WSC's preferred EV supplier is only planning 7kw chargers (similar to home chargers), not fast chargers. Community centre will decide if still worthwhile.
  - d. Local Businesses & Residents / Lark Valley - Richard Nicholls  
Meeting planned 29th October with Rights of Way officer to discuss ongoing works, and potential fence repairs to Lark Valley Path.

- e. Social Issues / Village Voice - Jill Mayhew  
Nothing to report.
  - f. Marham Park / Highways / Village Hall / Anglian Water (Lark)  
No update.
  - g. Allotments - David Surman  
Plot holders asking for hedge along playing field to be trimmed to 2 metre height.  
**Clerk to liaise with Charlie Browne.**
9. To receive Clerks report  
Dairy Drive - assisted resident in ownership question.  
Fly-tipping grass cuttings in Pound Meadow - MS dealt with.  
.gov.uk domain & emails progressing - migration planned for 18th-21st October.  
Banking move to Unity Trust has been started.  
Funding is reportedly in place for repairs to Lark Valley Path between Fornham and Duck Sluice Farm, more information to follow.
10. Planning:
- i. **AP/24/0034/STAND**  
**Access To All Saints Hotel, Land Off The Street, Fornham All Saints**  
Planning application - create a maintenance access into All Saints Golf and Country Club off The Street, Fornham St. Genevieve  
**Council resolved to resubmit previous objection document, once amended to make relevant to current appeal.**  
**Action: Clerk to liaise with MS for document.**
  - ii. **DC/24/1307/FUL**  
**Bury St Edmunds Golf Club Tut Hill Fornham All Saints Suffolk IP28 6LG**  
Planning application - a. extension to existing golf driving range b. detached golf driving range building c. extension to car parking area  
**Council resolved to support this application.**
  - iii. **DC/24/1419/TCA**  
**Fornham Hall The Street Fornham All Saints Suffolk IP28 6JJ**  
Trees in a conservation area notification - a. one sycamore (triangle on plan) - crown lift by four metres above ground level and overall reduction of four metres meter b. two Robinia trees (circles on plan) - overall crown reduction up to two metres  
**Council resolved to record a vote of no comment.**
  - iv. **DC/24/1442/TP**  
**Rocrisar Tut Hill Fornham All Saints Suffolk IP28 6LD**  
TPO 475 (2008) tree preservation order - Betula Pendula (T1 on plan and order) reduce limb on the south west side by up to 2 metres to give clearance from the house; Acer Pseudoplatanus (T2 on plan and order) reduce upper crown by up to 1.5 metres, reduce lateral limbs on south west side by up to 2.5 metres to give clearance from building, reduce remaining crown on the west, north and eastern side by up to 2 metres where needed to create a balanced crown  
**Council resolved to record a vote of no comment.**
  - v. **DC/24/1472/TCA**  
**Old Rectory, The Green, Fornham All Saints**  
Trees in a conservation area notification - one Chestnut (T1 on plan), two Sycamore (S1 and S2 on plan) and three Norwegian Maples (M1, M2 m3 on plan) overall crown reduction by up to 3 metres over property and boundary fence  
**Council resolved to record a vote of no comment.**
11. Finance update

- i. **Council resolved to approve payment of the following accounts and outstanding invoices:**

Payee & details	Total
J Hook, Clerks salary, September	£557.73
J Hook, Clerks expenses, September	£21.98
Nest, Clerks pension, September	£9.75
HMRC, Clerks tax & NI, Q2	£482.08
PKF Littlejohn, external audit	£252.00
L Harley, Locum Clerk support	£240.00
Community Workshop, Village Voice printing	£271.81
Gallagher, Insurance	£1677.41
SALC, training	£42.00
SALC, payroll services (6 months)	£57.60
<b>Total Payments</b>	<b>£3,612.36</b>

- ii. Council noted bank balances correct to 30th September (unless stated otherwise).

Current	£208.56
Savings	£46,564.92
<b>Total Bank Balance</b>	<b>£46,773.48</b>

- iii. **Council resolved to approve bank reconciliation for September 2024.**

12. Skate & play park inspections

Council noted from report that remedial work required, but all low to very low risk. Parts on order for repairs to see-saw and balance board - non-urgent items.

13. External Audit Review

**Council reviewed and resolved to accept external audit document.**

**Action: Clerk to create an audit review plan.**

**THE FOLLOWING ITEM WAS BROUGHT FORWARD.**

21. Locum Clerk

**Council resolved to allocate funds for up to 16 hours Locum Clerk hours to assist the Clerk with ongoing policy documentation and post audit work.**

14. Asset Register

**Council resolved to approve and adopt revised asset register.**

15. Emergency Plan

DS Met with Tariq from WSC. Aim is to keep this plan as simple as possible.

Working group is compiling list of main contacts and potential key contractors. Community centre was identified as most obvious place for refuge.

**Action: DB to speak to community centre.**

16. Overgrown Pavements

Council is able to appoint their own contractor to carry out works in the village, providing the contractor has the correct licenses and the correct paperwork is completed for SCC approval.

**Council resolved to get prices for the A1101 to be cut back and pavement skirted back and for the B1101 to be skirted back.**

**Action: Clerk to speak to Charlie Browne re: Pigeon Lane.**

17. Community Centre Flower Bed

Council discussed community centre's request to create flower beds on the site of the old bottle banks, and request for Council to provide grant for flowers.

Council believe verge is SCC owned land.

**Council resolved to revisit this idea once community centre has confirmed ownership and obtained correct license/permissions for flower bed.**

18. Remembrance Day

**Council resolved to appoint Andy's Jet Wash to clean the war memorial in return for free advertising in the Village Voice.**

**Council resolved to purchase a wreath from Royal British Legion.**

JM agreed to organise laying the wreath.

19. Lithium Ion Battery Safety Campaign

Council discussed if/how to respond to latest update - *request to write to the Minister, Baroness Jones, urging her to either support Lord Redesdale's Bill or to slot it into the Government's own Bill.*

**Council resolved to continue to offer support for both bills.**

20. Councillor Recruitment

ML to continue to speak to potential candidates. JM suggested leafleting the village.

**Council resolved to produce a quick leaflet to distribute to homes inviting residents to consider joining the Council.**

21. Locum Clerk

**ITEM COVERED EARLIER.**

22. Correspondence

i. Resident email: suggestion for defib training for villagers & Good Samaritan app.

**CORRECTION:** resident suggested CPR training.

**Council resolved to revisit the idea of training once a defib had been sited at the community centre.**

**Action: DB to raise with community centre.**

Council discussed the Good Sam app, but felt it was not something that they understood enough to publicise in the Village Voice.

ii. Resident email: orchard pruning and harvesting.

Council in favour of receiving a pruning workshop from Greener Growth, and considered the possibility of tying in with the volunteering group. To review once costings have been provided.

23. Date of next meeting

The next Parish Council Meeting will be held on Tuesday 19th November 2024, commencing at 18:30 in the Community Centre.

At the end of the meeting Cllr Loveridge resigned as Chair and Councillor.

No names were put forwards to take on the role of Chair.

Cllr Nicholls offered to Chair the November meeting whilst a new Chair can be agreed, or a rota to chair the meeting can be established.

**Meeting closed 20:19**

..... Sign & date

..... Print name

Chairman

Signed as confirmation that they are a true record.