

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

Tuesday 16th July 2024, 18:30, Fornham All Saints Community Centre

*These draft minutes will be approved at the Parish Council Meeting on 17th September.*

### **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).  
Clerk Justin Hook (JH), and 3 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, County Cllr Rebecca Hopfensberger and District Cllr Sarah Broughton.  
ML apologised for the confusion over the paper handed previously to a Cllr with questions for Council and concluded that in future, all correspondence ought be directed to the Clerk in the first instance for appropriate handling. Residents questions need to be brought in the 15 minute open session at a meeting or raised with the Clerk to be included on a meeting agenda.
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. Council to consider co-opting Richard Nicholls onto the Council and complete forms  
ML proposed to co-opt Richard Nicholls (RN) onto the Council, CE seconded, unanimous decision.  
RN joined the table and signed the Declaration of Acceptance of Office.
4. To approve & adopt the minutes from the Council meeting held on the 18th June 2024  
ML proposed to approve the minutes with the amendment to DL's previous absence, CE seconded, unanimous decision.  
Council agreed that moving forwards, the minutes will only reflect absence and not the nature of the absence to protect Cllr privacy.
5. Review of actions from previous meeting if not covered on the agenda  
Council reviewed all outstanding actions.  
VAS information to AS  
**Action: Data to be shared with all Cllrs to review in the first instance.**
6. To receive County Councillor's report from Cllr. Rebecca Hopfensperger  
None received.  
**Action: JH to liaise with BH on outstanding queries.**
7. To receive District Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger  
Clerk read report from Cllr Broughton:  
*There is little to report from our end. You might have read in the press that the Council is looking to spend just over £8m in refurbishing the [Bury St Edmunds] leisure centre – we have concerns with this as the pool provision will be reduced in size and some of the leisure provision will be removed, it is above the existing budget provision. The business case is on the Agenda for Full council on Tuesday.*
8. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the village  
A resident raised why the Village Hall no longer reports its meetings in the Village Voice.  
**Action: JH to liaise with Paul Purnell for minutes of meetings, to go in Village Voice.**

9. To receive reports from Councillors:

a. Traffic / Roads / VASs / Signs - Don Lynch

Clerk read a report from Cllr Lynch:

*All quiet, traffic stable, not too many HGV breaches. Reported KMS Scaffolding and 1 cement lorry which wasn't local, otherwise all good.*

b. Volunteering - Martin Loveridge

ML reported two volunteering sessions, with 6+ people at each and total of 28.5 man hours completed so far in June/July. Some minor issues at play park have been addressed and the path along the village green tidied. ML and DB continue to tackle other jobs and Annabel has been tending to the rough area by the churches small gate, with up to £100 funding for planting agreed and minuted at the July 2023 PC meeting.

Next volunteering date Saturday 10th to complete village green path works.

It was raised that works need to be done to bushes on A1101 to make it safer for users pulling out of the Community Centre. Works to A1101 path still ongoing.

B1106 over Sheepwash Bridge also bad - has been reported, but ideally for FSMMSG to follow up as in their parish.

ML still waiting on receipt of new road signs.

c. Facilities / Assets Management / Community Centre - Derek Brown

DB carries out regular walks and checks - nothing to report. Some minor issues ticked off at play park to hopefully be reflected in monthly play park reports.

DB visited resident re: complaint against Community Centre and apologised.

Raises the issue that we need to inform residents if major works taking place in the village.

As yet, DB has had no invite to be part of the Community Council.

**Action: JH to follow up with Enid Gathercole (EG).**

d. Local Businesses & Residents / Active Travel / Defib- Cathy Emerson

Active Travel - waiting for next meeting. Defib is good, waiting on EG re:

Community Centre defib. Monies verbally agreed for Lark Path repairs from Mill Lane to Duck Sluice Farm - awaiting details at next meeting. Funding in principal for repairs further up from Flempton bridge to Culford stream too.

A resident has highlighted parking on pavements outside Lucy's and on Tut Hill.

Council agreed to monitor and review, with potential piece in Village Voice.

Lark Path has now been cut back, but there are some fences that need repairing.

**Action: JH to liaise with Rights of Way team for ongoing updates.**

e. Social Issues / Village Voice - Jill Mayhew

Nothing to report. Working on a piece for Village Voice regarding volunteering being good for your health.

f. Marham Park / Highways / Village Hall / Anglian Water (AW) (Lark) - Mat Stewart

Marham Park wild flowers looking good now better established.

AW data recording not been working. Apr/May discharge data horrendous - up to 21 hours of discharge in one 24hr period. National pressure growing for answers / accountability. September meeting coming soon. Nothing from Village Hall - be good to have updates in Village Voice.

g. Allotments - David Surman

Old noticeboards cannot be found - need to seek alternative.

Some recent issues with ploholders driving on the playing field, hedges being cut, structures with no permission - they are being dealt with, and also looking to update some rules to bring further clarity.

10. To receive Clerks report

Nothing major to report. Monies received for litter picking tools from BH Locality

Budget, and for volunteering tools from SCC. 1 x termination notice served at the allotments, all other business as usual.

11. Planning:

i. **DC/24/0614/FUL**

**All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ**

Planning application - partial change of use of golf course to site six timber pods  
Council concerned lack of detail in the application regarding drainage/sewerage and lighting plan.

ML proposed to apply a Holding Objection pending further detail on the above.  
CE seconded, 4 in favour, 1 abstained, proposal carried.

ii. **DC/24/0586/FUL \*reconsult\***

**Car Park Heath Farm Business Centre Tut Hill Fornham All Saints Suffolk**

Planning application - a. use of existing car park as driver training facility b. retention of temporary storage containers as classroom and storage area, c. use of existing agricultural access and retention of access track in association with driver training facility

Council remain extremely concerned over the road safety having reviewed visibility splays at the site. Council keen for Highways to make a site visit.

ML proposed to retain object status on the basis of highway safety, CE seconded, unanimous decision.

iii. Council to receive any updates relating to previous planning matters

DC/24/0433/FUL - repeat entrance application has been refused by WSC.

DC/22/1887/FUL - original entrance application still at appeal status.

12. Finance update

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

Payee & details	Total
J Hook, Clerks salary, June	£557.73
HMRC, Clerks Tax & NI, Q1	£395.40
M Loveridge, Chairs expenses, 9/5 - 30/5	£568.02
D Lynch, VAS charging, Jan-Jun 2024	£150.00
Nest, Clerks Pension, June	£9.75
<b>Total Payments</b>	<b>£1680.90</b>

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

Current	£268.89
Savings	£48,986.23
<b>Total Bank Balance</b>	<b>£49,255.12</b>

iii. ML proposed to approve bank reconciliation for June 2024, CE seconded, unanimous decision.

iv. Council to discuss allocating funds into reserves. Suggestion: £10,000 general, £5,000 assets, £5,000 church wall, £888.15 Village Voice

ML proposed to approve allocation of reserves funds as discussed. CE seconded, unanimous decision.

v. Banking update

JH has completed online banking setup with MS having full access also. Next steps to review best option for online approval of payment to better protect the Clerk. Possibilities include RBS with £20 monthly fees or Lloyds or Unity Bank, both with £8 monthly fees.

**Action: JH to research and advise. Council to consider who else to have online**

access / be online authorisers for payments.

DB asked question re: interest rates.

Action: JH to confirm and advise possible fixed term saving solutions for greater return.

ML asked if there is a finance projection - is the council on course for the year?

Action: JH to share expenditure vs budget data for Q1.

- vi. Council to discuss payment of yearly ICO fee by Direct Debit, to unlock £5 per year saving.

ML proposed to approve payment of ICO fee by Direct Debit, CE seconded, unanimous decision.

13. Skate & play park inspections

Council noted from report that remedial work required, but all low to very low risk. Some minor works completed by volunteering group.

14. Council to discuss the request for a petanque area at the playing field

Council discussed resident's request for a petanque area and agreed it would be a good asset for the village.

ML proposed JH to send a letter confirming Council's general approval and suggestion to start small, gather members, get set up then apply to Council with full proposal, costs, funding requirements etc. MS seconded, unanimous decision.

15. Craft & Connect

Council to discuss establishing village craft club, in association with Thingoe Lodge JM/CE working with Thingoe Lodge, looking at initially 1 year, 12 sessions, requiring hall hire and refreshments and a free/low cost craft, to encourage folk to meet and to battle loneliness in the village.

Council agreed in principal, but any funding offered would need to be in line with donations to other village organisations. Other funding may be available though.

16. Facilities map / grass cutting

David Emerson has been compiling and updating a facilities map to establish who is responsible for the different parts of the village; still to overlay SCC responsibilities

Action: CE to advise and share once works completed.

Council noted currently there appears to have only been one grass cut at the churchyard.

17. Council to review Community Centre EV charging contract

Council reviewed document and had concerns over end of contract and a vehicles on site clause. Council discussed who would need to sign the agreement, as the Fuel Charity is the land owner.

DB proposed to proceed to the next level of initial surveys (where Council could still pull out), ML seconded, 4 in favour, 1 abstained, proposal carried.

Action: DB to confirm happy to proceed to the next level.

Action: JH to contact Katy Hampshire for clarification around who ought to be the main contact/signatory.

18. Council to discuss works to secure volunteering equipment

ML proposed funding required up to £150 for materials to better secure the storage area. CE seconded, unanimous decision.

DS suggested a container may also be a good alternative option.

19. Lithium - ion battery safety legislation

ML proposed JH write to confirm Councils support of this legislation, JM seconded, unanimous decision

20. Council to discuss update of Village Plan for Emergency plan

JM suggested forming a working group in September to take this forward.

21. Danger of golf balls to Pigeon Lane and B1106

Council agreed on the importance of holding All Saints accountable for getting planning in place ASAP for safety netting to protect residents of Pigeon Lane against golf balls.

Council also noted golf balls have been landing in properties along front of Larks Gate, since removal of the poplar trees.

22. Correspondence

- i. Resident email re: temporary road diversion signs - since followed up with Highways and signs have been removed.
- ii. Resident complaints re: River Lark path - JH liaising with Rights Of Way team for update on cutting schedule - cutting has since been completed.

23. Date of next meeting

The next Parish Council Meeting will be held on Tuesday 17th September 2024, commencing at 18:30 in the Community Centre (unless planning meeting required in August)

**Meeting closed 20:25**

..... Sign & date

..... Print name

Chairman

Signed as confirmation that they are a true record.