

## FORNHAM ALL SAINTS PARISH COUNCIL

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 20<sup>th</sup> March 2018 at 7.30pm in Fornham All Saints Village Hall.

### Members Present:

**Mr Howard Quayle – Chairman**  
**Mr Gary Clark Ward**  
**Mr Paul Purnell**  
**Mr Bernard Grimshaw**

**Mrs Enid Gathercole**  
**Ms Liz Hodder**  
**Mrs Jill Mayhew**

**With Mrs Victoria Waples (Clerk), and 5 members of the public (in part).**

1275. **OPENING STATEMENT** – a statement was read out indicating, that in accordance with changes in legislation, the public and councillors were permitted to film, photograph or use social media in order to report on the proceedings of the meeting.

*A full transcript of the statement is available from the Clerk upon request.*

### 1276. **APOLOGIES FOR ABSENCE**

- i. There were no applicable apologies of absence. Council noted that Cllr. Lavinia Dawson had submitted her resignation in writing to the Chairman since the last meeting which had been accepted. The Clerk had duly informed the Electoral Officer and the casual vacancy had been advertised in accordance with regulations. Should no 10 electors request an election, Council would be able to co-opt to fill the vacancy at the next full Parish Council Meeting.
- ii. It was noted that County and Borough Cllr. Hopfensperger had submitted her apologies and had asked to be kept apprised of the Councillors deliberation under Agenda Item 8ii.

### 1277. **DECLARATIONS OF INTEREST** –

- i. To receive disclosures of pecuniary and local non pecuniary interests for the agenda under discussion – Cllr. Paul Purnell declared a Local Non Pecuniary Interest in his capacity as Chair of the Village Hall Trust.
- ii. To receive disclosures of gifts of hospitality exceeding £25 – there were none to declare.
- iii. To consider requests for dispensations – the Clerk confirmed that she had not received any such requests.

1278. **TO APPROVE THE MINUTES** – Council approved the minutes from the Parish Council Meeting on 16<sup>th</sup> January 2018 as a true and accurate record, aif.

1279. **TO RECEIVE REPORTS FROM THE COUNTY AND BOROUGH COUNCILLOR** – having previously submitted her apologies for absence, the Clerk read out the report submitted by Cllr. Hopfensperger, the full copy of which can be seen at Appendix A. The Clerk was asked to submit the following question to Cllr. Hopfensperger:

- Sajid Javid, MP has stated that Suffolk County Council is one of the 10 Councils allowed to keep 100% of Business Rates – when does this come into effect & how will it impact on Council Tax?

### 1280. **PUBLIC FORUM** –

- i. To receive questions and issues raised by the Public on matters relating to the Agenda under discussion – there were no specific issues raised relating to the agenda.
- ii. To receive questions and issues raised by the Public on matters relating to the village
  - Litter – coming from the new building site and being blown across the brown-field area. Wooded area between new development and the Howard Estate is particularly bad. Large insulation board pieces.
  - Mizkan's Factory – litter issue – again this is a big problem area.
  - A14 Litter – could the Clerk report this to both the County & Borough Councils.
  - Tarmac roadwork sign – leaning against the wall and lying on the ground.

- Pound Meadow – erection of a ménage – why did the Parish Council's representation disappear from the website? Was it taken into account?
- iii. To receive a report on 3<sup>rd</sup> March meeting (Open Forum built around the TAG report) as held in the Community Centre – Cllrs. Grimshaw and Quayle confirmed that the meeting had been called as an opportunity for resident's to express a view on the TAG report or to add anything that might have not been mentioned and should be addressed in more detail. 36 people turned out to attend the meeting. Predominant view was that everyone was supportive of the work undertaken by the Parish Council as well as the work the Parish Council is proposing to undertake. Issues also raised covered: pollution levels; width of pavements; speeding vehicles down Tut Hill – in particular Anglian Water vehicles.  
The points raised from the meeting will be put to the Council for consideration later that meeting.

**1275. TO RECEIVE REPORTS FROM PARISH COUNCILLORS RELATING TO PORTFOLIOS HELD**

- i. To receive general reports on portfolios held – there were no general issues raised.
- ii. To receive a report from the Website Review Group on the Development of the Website – Cllr. Clark Ward confirmed that he wished to step down as Portfolio Holder for this portfolio. He was thanked for his time spent on this project. It was agreed that there was a need to ascertain what was required from a village website prior to taking this further.
- iii. To consider comments made at the Open Forum Meeting held on the TAG report and to agree whether they should be incorporated into a revised Traffic Advisory Group Report – Cllrs. Quayle and Grimshaw outlined the purpose of the meeting they had called on 3<sup>rd</sup> March 2018. The presentation given had covered 3 themes – village is effectively split by traffic; issue of Tut Hill and the short-term and long-term plans; safety of users of the Highway in terms of speed and volume. The primary purpose was to gauge resident's feelings on the work carried out to date and how to move forward. It was felt that it was a good meeting by those who had attended and all were interested in the work being undertaken. The meeting was reminded that TAG set up to evaluate and make recommendations and the proposition before the Council was whether the notes made by Cllrs. Grimshaw and Quayle at the meeting should be submitted to the Tag group. The meeting was in agreement that they should be incorporated in the TAG report and assist with the way forward, aif. It was further agreed that the TAG group would also submit a firmed-up strategic report to the Parish Council for consideration which, once approved, would be submitted to those at SCC Highways who were able to deal with such matters. Arising from the Village meeting was a request for the Parish Council to address, as a matter of urgency, speeding vehicles coming down Tut Hill from Anglian Water and the width of footpath at the roundabout at Three Kings. It was noted that at the meeting with Marham Park, the issue of the drainage at the bottom of Tut Hill by the roundabout was also covered along with the issue of the redesigning of the corner. It was noted that from the meeting with Steve Merry, of SCC Highways there were no plans for Tut Hill and the roundabouts that he was aware of. It was asked, at the meeting as to whether it was Council's understanding that Tut Hill was always going to be closed? Cllrs. Grimshaw and Quayle confirmed that they had stated that the options, as far as they were concerned were – part closure, complete closure or continuing with a scheme similar to the one currently in place as the development progresses. A request had also been submitted for the skirting along the footpath at Gaughton House to be cleared as this would make the path wider at this point in the village.
- iv. To consider the request from Cllr. Hodder to consider using Facebook/NextDoor Forum/alternative electronic means of communicating with the village – could an active Facebook site for the village disseminate information to many users. Many people use social media to access local information. Could the website be used with a linked Facebook page? The meeting was in agreement that electronic communication should be explored along with guidelines for use of such devices and further information would be obtained prior to the Parish Council setting up such a presence on the internet.
- v. To consider the recent Community Centre Play Area Inspection Report – Cllr. Purnell confirmed that the comments raised in the most recent inspections, were those that had been raised previously and that replacement parts have been purchased. Once the weather has improved they will be installed. Minor comments have been raised with a monitor comment only.
- vi. To discuss whether flyers posted on lamp-posts are applicable/suitable in the village and if inappropriate, what action should be taken – it was noted that flyers were regularly being put up on Telegraph Pole advertising events some within the village and some for other areas. All agreed that they should be removed and that only the planning notices as required under statute should remain.

- vii. To consider an update on the Neighbourhood Watch Scheme in Fornham All Saints – Cllr. Hodder, as Portfolio Holder for Safer Villages reported that the Neighbourhood Watch Scheme is not as it used to be and that there are funding issues. She confirmed that whilst she was the Scheme Coordinator, despite a number of appeals in the village voice there had been no further volunteers to cover the vacant areas. The entire village is covered but some areas have no ‘spotter’ coordinator and those coordinators in place continue to file their reports. It was agreed that the notices should remain in place as they are a good deterrent but they should be washed. It was also mentioned that some residents had signed up to ‘Next Door’.

#### **1276. POLICE MATTERS**

- i. To receive reports of interest from the Bury Safer Neighbourhood Team (SNT) – noted that the SNT report is available to view via a link from the Council’s website.
- ii. To note a response from Bury Safer Neighbourhood Team (SNT) on police data relating to Fornham All Saints – it had been confirmed by Bury SNT that if the parish council required for information about results from the Bury SNT safety camera team it would need to submit freedom of information request to Police Headquarters. It was confirmed that Cllr. Grimshaw had been in communication with the camera safety team about speeding issues in the village in August 2017 and that the issue was that more than 30% of drivers were driving at the 85<sup>th</sup> percentile at Larks Gate. The Bury SNT believed that the issue had been addressed by the safety camera team at the time and that they were still enforcing when they had resources available, however, the meeting was in agreement that this was not the worst area for the village. Cllr. Grimshaw agreed to look at the data collected and ascertain the worst areas to be covered. This will be reported to the Clerk for onward submission to Bury SNT for a traffic data survey.

#### **1277. BOROUGH COUNCIL MATTERS**

- i. To receive applicable updates on works at Marham Park, Bury St Edmunds – an update had been provided by email which mentioned the following:
  - David Wilson have opened their sales unit. Parcels being marketed as "All Saints Quarter".
  - Countryside Properties will have opened their sales office before Easter.
  - Bloor are moving people in, with around 10 units now occupied.
  - Open space planting started and ongoing.
  - Grass seeding planned, so the open spaces can be seeded.
  - The Rights of Way footpath off of Tut Hill should be open very soon, about 3-4 weeks.
  - Play Areas drawings have been drafted and are being reviewed.
  - Mini roundabout is in place. This will stay like this for the sales launch of Countryside's houses. It will be in place until the 150th unit is complete. Roughly this will be Spring 2019, but this cannot be confirmed until later in 2018. When the 150<sup>th</sup> unit is complete, the link road (Marham Parkway) will be joined in the middle, then the last bit is to put Traffic Management on Tut Hill and swap over the roundabout for final solution.

The meeting was provided with the following updates:

  - Update on works to the surface of the road leading to the allotments – agreed at previous meetings that the road leading to the allotments should be filled with planings and compacted to provide a workable solution – noted that 20 tonnes would be donated. Agreement was forthcoming for quotes to be sourced for fencing along the front of the allotments.
  - SUDS drainage and attenuation ponds are in place but issues still noted.
  - Village Voice – should copies be given to Marham Park? It was agreed that whilst initially 3 copies had been given to the Sales Desk at Marham Park, the Village Voice was for the residents of Fornham All Saints and as such should remain the local magazine for the village only.
  - Noted requests for an allotment from Marham Park residents – it was agreed that the Clerk would inform those seeking such an allotment that there are plans to put allotments on Marham Park and they should contact the Sales Offices on Marham Park.
- ii. Consultation on District Ward Boundaries – to note the combining of the Fornhams and Great Barton – the meeting agreed that it had the following concerns with such a proposal: penalisation of Fornham having 2 Councillors – which one will be ultimately responsible for issues raised; concern that FAS will be subsumed into Great Barton; Why is it necessary; loss of identity; similar-sized parishes have one Cllr. representation; no affinity with Gt Barton; risk of a reduced support of a Cllr. and a reduced focus if subsumed into Great Barton ward. The Council agreed that it wished to maintain the status quo and remain as the 3 Fornhams with the inclusion of a village on its borders

e.g. Culford/Hengrave/Flempton. It was felt that there would be more of a “village-ness” in hooking up to smaller villages surrounding FAS and staying with the FStM and FStG. It was also agreed that this initial consultation period is not sufficiently long enough or detailed enough.

- iii. To receive an update on the West Suffolk Operational Hub – the Chairman confirmed that the Community Liaison Group was part of the process to take it matters forward and provided a brief update as follows: start in May 2018 – end of next year for end date; archaeological dig had already commenced and was probably concluded; Main contractor – Morgan Sindall; sub contractors – Concertus; Pick Everard; WS Atkins; Currie & Brown. There would be a 2 stage design and build process and site visits can be arranged at various points of the build. Preliminary licences were in place. It was noted that a view had been raised which held that the Highways issues were still open issues. Agreement was forthcoming that a visit to the Waste Management Plant at Great Blakenham would be of use in ascertaining how the process will work.
- iv. Pegasus Group working on behalf of Bloor Homes – the Clerk confirmed that an Executive Director from Pegasus had requested a meeting with the parish council and Bloor Homes to discuss the design details for further parcels of land at Marham Park. It was agreed that the Clerk would suggest some suitable dates to Pegasus with a shortlist circulated to Councillors for confirmation of attendance.

#### 1278. **SUFFOLK COUNTY COUNCIL MATTERS –**

- i. To receive a report on the meeting with Suffolk County Council's Transport Policy and Development Manager, Growth, Highways and Infrastructure & County Cllr. Hopfensperger and the Parish Council – it was noted that these topics have been covered elsewhere on the agenda. Cllr. Hopfensperger had confirmed that Mr Mike Mottram from SCC would be taking forward some of the issues previously identified. It was also noted that there was no funding available for the works identified by the Parish Council and that all works will need to come from County Cllr. Hopfensperger Highways Locality Budget. The Chair confirmed that he had been in contact with Carl Ashton regarding traffic forecasting.
- ii. To consider the request from a parishioner for improvements to the A1101 Hengrave Road, Junction with Mere Lane as outlined in a letter dated 12<sup>th</sup> February 2018 – the Parish Council agreed that there are issues with regards to the drainage into the attenuation ditch at this point in the village. It was agreed that the Parish Council needed more details with regards to the current drainage arrangements and the use associated with this lane before it could comment further.
- iii. To consider whether the Council should ask County Cllr. Hopfensperger to allocate funds from her Locality Budget towards a dropped kerb at the side gate to the Village Cemetery – it was agreed that there was merit in the project but the Parish Council would need to ascertain whether they were any other priorities coming forward. This would be reconsidered within the first quarter of the coming year.
- iv. To consider the Parish Council's involvement with the Suffolk Highways: Community Self Help Scheme – it was agreed by a majority decision that a formal arrangement might be of benefit and allow the Parish Council to undertake some limited tasks, aif. A concern was raised that this might allow the Parish Council to take some control but if the Parish Council ends up with the responsibility is there a danger that the Parish Council might, in the future, be instructed to carry out the work?
- v. The Brecks Signage –to consider submitting a request for the removal of The Brecks signage in Fornham All Saints – the Council agreed that they would like to see the signs removed as they felt that it was clutter and the whole of the village was not covered by the Brecks area. It was further noted that the Parish Council had not been consulted in their original placement.

#### 1279. **TO RECEIVE THE CLERK'S REPORT inc FINANCIAL TRANSACTIONS**

- i. To consider and approve payments as per the list in Financial Appendix B – the meeting approved those items presented for payment, aif
- ii. To receive the Bank Balances to date – the meeting noted that current bank balances stood at £19,560.48 cleared funds.
- iii. To receive an update on the use of the BT Telephone Box outside of the Village Hall for use as a base for a community defibrillator and the submission of an application for funds from the Lottery Fund – it was confirmed that the matter with regards to the adoption of the Kiosk was ongoing and the form for the Lottery Fund would be submitted once costs have been ascertained.
- iv. To note further information on the reform of data protection legislation – General Data Protection Regulation and Data Protection Bill – the meeting was informed that the DPO Centre were in the process of arranging the next steps in assisting the Parish Council to be compliant with the GDPR

Regulations which come into force on 25<sup>th</sup> May 2018. This would include meeting to conduct the initial 'Impact Assessment' exercise which is needed to help understand the data the Parish Council holds and enables them to provide the Parish Council with the Data Protection Officer (DPO) service going forward. The meeting confirmed that it was happy to proceed with this work and noted that the costs for providing this service including the DPO would be £600 per annum for the 1<sup>st</sup> year and £300 per annum for the second year.

- v. To confirm that the following year-end procedures have been carried out by the Chair, Vice-Chair and RFO as per the notes of the meeting of 1<sup>st</sup> March 2018:
  - Review of Standing Orders - noted and approved, aif
  - Review of Financial Regulations – noted and approved, aif
  - Review of Asset Register & Insurance Schedule – noted and approved, aif
  - Review of Risk Assessments – general & financial – noted and approved, aif
  - Review of Internal Controls & Audit Plan – noted and approved, aif
  - Acceptance of recommendation of appointment of Internal Auditor – the meeting was in agreement that the appointment of Mr T Brown as the Council's Internal Auditor was in compliance with the agreed audit plan with regards to scope of internal audit, independence, competence and relationship, aif
  - Acceptance of Internal Control report – the meeting reviewed the Internal Control report as completed by the Chair in the presence of the Vice-Chair and Clerk and agreed that there were no issues of concern to be raised, aif.
- vi. To consider the request for financial assistance from the Village Hall Committee for renovations to the ceiling and upgrading of the heating system – *Cllr, Purnell, having declared a Local Non Pecuniary Interest, did not participate in the vote that took place.* It was stated that funders were looking for the Parish Council to be supportive of the project including financially supportive. The meeting were made aware that the Parish Council would be in an under-spend position at year-end and could consider a donation of £1,000 with a view that this could be revisited at a later stage. Council was in agreement for this course of action and it was agreed that this would be held in the Parish Council's earmarked reserves as a financial commitment until drawdown.
- vii. To consider other matters coming forth noting that if they are of a financial nature, they will need to be formally discussed at a later meeting – there were no further matters coming forward.

#### **1280. PLANNING MATTERS**

- i. To consider the following planning applications:
  - DC/18/0304/HH Householder Planning Application - Single Storey Side and Rear extension (following demolition of garage and porch) @ 39 Pigeon Lane – the meeting noted that whilst this would be a large extension at the rear of the property, this was in-keeping with others in the vicinity. The meeting was in agreement to support this application, aif.
- ii. To note the following planning applications received by the Parish Council in between meetings:
  - DC/18/02232/TCA - Trees in a conservation Area Notification - (i) 1no. Ash (T5 on plan) fell (ii) 1no. Cherry (T7 on plan) fell @ 2 Dairy Drive Fornham All Saints IP28 6LN
- iii. To receive notification of the following planning applications determined by the Borough:
  - DC/17/2547/TCA – trees in a conservation area – fell 1 No Eucalyptus @ 17 Dairy Drive
  - DC/17/2537/TCA – trees in a conservation area – reduce by 3 metres 1 No Sycamore @ land at the end of Rectory Meadow

#### **1281. CORRESPONDENCE RECEIVED SINCE LAST MEETING**

- i. Upcoming Roadworks between the A11 between A14 junction 38, Newmarket and A11 Five Ways roundabout junction 42, Barton Mills: resurfacing works were scheduled to take place over two nights from Monday 26<sup>th</sup> March working between the hours of 8pm until 6am. A full westbound closure of the A14 will be in effect during these works.
- ii. Fornham All Saints War Memorial, c260m to the south-west of All Saints' Church, The Green, Fornham All Saints, Suffolk – the Parish Council were advised of the invitation issued by the Listing Group at Historic England for a comment on their initial assessment of the above memorial and the consideration as to whether it has special architectural or historic interest. It was noted that Historic England were proposing to add 2,500 war memorials to their listings which was part of a project, ongoing since 2014, to mark the centenary of the start of the 1914-1918 War. Council agreed, by a majority decision, for the memorial in Fornham All Saints to be considered for listing. It was

mentioned that supporting the listing may help in attracting funding if the current memorial required restoration at some time in the future.

iii. All general correspondence had been circulated via email for perusal.

1282. **MATTERS FOR NEXT AGENDA & DATE OF NEXT PARISH COUNCIL MEETING:** the next meeting will be the Annual Parish Meeting, which is the meeting of the residents of the Village which will be on Tuesday 15<sup>th</sup> May and will commence at 6.30pm. This will be followed by the Annual Parish Council Meeting, commencing at 7.30pm. Both meetings will be held in the Village Hall, The Green, Fornham All Saints.

There being no other business the Chairman declared the meeting closed at 10.30pm.

DRAFT

West Suffolk Boundary Review

I see that the consultation information has been circulated, please find below the information I have received with regards to electorate numbers:-

The wards are based on a projected electorate at December 2023 rather than the current electorate. Hopefully the information below will be useful for your parish meeting.

The projected electorate for the option with a 2 member Great Barton Ward (includes Great Barton and the three Fornhams) is 4224 electors. The reason for the combination is because Great Barton parish is too big to be a single member ward and therefore needs to be combined with other parish(es) to be a two-member ward.

The December 2023 forecast electorates for the individual parishes is below:

- Fornham All Saints – 581 electors
- Fornham St Martin – 83 electors
- Fornham St Martin – 958 electors
- Great Barton – 2602 electors (increase of 848 electors from planned housing growth)

I have yet to hear back from Gt Barton but when I took the proposal to Fornham St Martin they did not have any real problems with the proposal although they did suggest that they would like to keep the name Fornham in the ward title. They felt that they already worked closely with Gt Barton and had some affinity with them, there was some questioning on how a two councillor ward would work with regards to representation. Would one councillor represent the Fornhams and one Gt Barton or would you end up with two councillors at each parish council meeting. I would suspect the later as you are elected to represent all four parishes.

Parish councils will be consulted on the proposed new wards in early March, there will be a reduction of Councillors from 72 to 64.

New Council

An order to create a new council to drive prosperity and jobs in West Suffolk will go before MPs after an historic unanimous decision made by Council Cabinet members. Last night, Tuesday, members of both Forest Heath District and St Edmundsbury Borough Council cabinets met to agree the order following backing from both full councils last week. The new authority, which also has strong support from local residents, businesses and public services, would replace both current councils. A programme of engagement saw 70% of residents back the initiative in an independent poll and public feedback helped shape the final business case. Both councils put the proposals forward which were also supported by The Rt Hon Sajid Javid, MP, Secretary of State for the Ministry of Housing, Communities and Local Government earlier this month.

The new council would better drive jobs, deliver services and continue investment to support local communities than the current arrangement. In addition it would generate around £800,000 in savings and efficiencies and help protect the additional £4 million of annual savings already produced by sharing services.

At the same time a new council would also better support, invest in and meet the challenges facing communities, such as increased population, demand on health care and housing as well as reduced funding nationally.

Both councils have also been making a strong case to the Local Government Boundary Commission for England to make sure strong representation of local communities is maintained.

Forest Heath District Leader, Councillor James Waters, said: "This decision is a historic moment for our authorities as we create a new West Suffolk Council. I was pleased to see the amount of support there has been for this new council from councillors as well as partners and our communities. The speed at which this has moved from May last year to going to parliament following gaining the support of the Secretary of State has is a clear indication of the strength of our case. We are now leading the way in transforming local Government, ahead of some councils that started before us. It is also a strong recognition of the part we play now and in the future in helping drive the economy. Doing what is right for our communities is at the heart of what we do. Staying still is not an option if we are to meet future challenges and better champion our communities, both locally and nationally, as well as continuing to deliver high quality services. This means we are not only in a better position to have a louder voice but a real opportunity to find even more effective ways to work more closely and support our local organisations and residents. I look forward to hearing the debate in parliament and helping create this new single council."

St Edmundsbury Borough Council Leader, Councillor John Griffiths, said: "This is a new chapter in our work to find better ways of supporting our communities and driving jobs and prosperity. There has been overwhelming support for these proposals which puts us in a better position to meet the aspirations of our communities. We have listened to local residents and organisations who agree lines on a map or council structures should not get in the way of providing services or hamper us from seizing opportunities for continued investment in our

communities. The case for creating a new single council was compelling and once again puts us at the forefront of transforming how local government works to benefit directly the people we serve. Not only can we continue to deliver high quality services but we can better champion our area, drive the local economy, jobs and prosperity in West Suffolk while tackling the challenges facing all public services. We now ask MPs to listen to local opinion and agree the order.” It is hoped that the orders will be laid in Parliament in March this year and elections for the new council held in May 2019.

#### Tennis Courts – Abbey Gardens

The Abbey Heritage partnership have been granted permission from English Heritage to move the tennis courts in the Abbey Gardens to the old Eastgate nursery site. It is likely that this will mean that some extensive archaeology work will be carried out on the tennis court site, (who knows they may find St Edmund).

#### Highways

I have asked Mike Motteram to contact Victoria to arrange a suitable date to go over the TAG report and the information following the village meeting with a view to formulating some sort of strategic plan

The drains in Tut Hill were jetted a couple of week ago, hence the four way traffic lights, if there are still problems please do let me know.

I am in the process of arranging a meeting with Countryside and development dept with regards to the Tollgate gyratory.

#### A14 Closures

I have received the following update with regards to the closure of A14 and associated diversion routes;- Please be advised of the upcoming works on the A14 westbound, between junctions 42 and 38, starting Monday 26 March. The originally approved diversion route would have taken A14 traffic along the A1101 from Bury St Edmunds towards Barton Mills. Following liaison with both Suffolk and Norfolk councils, I can now confirm that Kier have managed to change the agreed diversion route. Traffic will now exit the A14 at junction 43 via the A134 north towards Thetford, and south at the A11 towards A14 junction 38. Details of the work are listed below.

A14 westbound junction 42, Bury St Edmunds to junction 38, Kentford: resurfacing works: Kier will be completing resurfacing works at the above location on behalf of Highways England. Previous surveys have identified the need for maintenance works in this location, for road safety reasons. Work will be completed over **two nights**, from **Monday 26 March**, with working hours of **8pm until 6am**, weather permitting. A full westbound closure of the A14, between junctions 42 and 38, will be in effect during these works.

We advise motorists to allow extra time to complete their journey whilst using the diversion route. We encourage drivers to stick to speed limits and follow appropriate signage. We would be grateful if you would share information locally about the works.

Diversion route: traffic will be diverted from the A14 westbound at junction 43 via the A134 northbound towards Thetford, A11 southbound towards Newmarket, before re-joining the A14 at junction 38.

To find out more: these works have been planned to take place during weekday off peak hours, when traffic flows are at their lightest. We apologise for the local inconvenience these works may cause and thank you for your patience whilst we carry out strategic maintenance to the road network.

To stay informed about all the latest major road-works happening near you, visit

[www.gov.uk/government/organisations/highways-england](http://www.gov.uk/government/organisations/highways-england) to register for the latest alerts. If you have any enquiries please contact the Highways England Customer Contact Centre on 0300 123 5000, or by e-mail to [info@highwaysengland.co.uk](mailto:info@highwaysengland.co.uk)

#### Brown bins

Garden Waste Collection Service customers will shortly be receiving a reminder to renew their subscription which is £40.00 per annum. This will be the third year of the service and we currently have around 30,000 customers who have paid using a variety of methods.

- A little over 9000 customers pay by direct debit and will receive an automatic email warning them that the subscription is soon to be taken from their account.
- We have email addresses for a further 12,000 customers and will be sending them a message with a link to sign up for the next year.
- The remaining 9000 customers for whom we have no email address will receive a letter.

Our focus at this stage is to retain our current customers and encourage those not using it to move to direct debit.

Here is the link for signing up on line: [www.westsuffolk.gov.uk/gardenwaste](http://www.westsuffolk.gov.uk/gardenwaste)

In three weeks' time we will be giving non-customers the chance to sign up when we distribute the Easter Collections leaflet. This contains two pages of information about the Garden Waste Collection Service and will be put under the black bin lids of all 76,000 households in West Suffolk. It asks current customers to check that they have not already renewed to keep the number of refunds that may be necessary to a minimum. A copy will be sent to you for your information.

#### Council Tax

St Edmundsbury Council have set a freeze on Council tax for 2018/2019 at £182.16 for band D properties. The parish councils have set their own council tax requirements for 2018.19 with an average band D parish council tax of £60.83. Suffolk County Council has set its precept at £43,341,465.01 resulting in a band D council tax of £1,242.54 a 4.99% increase including 3% for adult social care. Suffolk Police Authority set its precept of £6,890,221.18 resulting in a band D council tax of £188.82 a 6.8% increase on the 2017/18 figure of £176.85.

Proportions of the Council Tax bill will be

Suffolk County Council 74.21%

St Edmundsbury Borough Council 10.88%

Suffolk Police Authority 1.28%

Parish/Town Councils 3.63%

#### Post Office

Architects are drawing up draft plans for the post office building together with improving the link between the Market Place and the Arc. There will be public consultation on the proposals when the working party have agreed the designs.

#### Winter night shelter

West Suffolk councils, working with Havebury Housing Partnership, have recruited staff for a winter night shelter in part of Northgate Lodge, Bury St Edmunds. This will now open this evening and will replace the emergency shelter that we temporarily set up with the support of The Garland Street Baptist Church at The Elven Centre.

We are very grateful to have had the support of the church and its volunteers over this past week or so while finalising arrangements for the Northgate Lodge shelter.

I would also like to acknowledge the great work across many departments of the Council in pulling together to get this emergency provision in place. It was West Suffolk at its finest.

Equally our staff in housing, colleagues from other departments and from partner organisations including the Bury Drop-In Centre have all stepped in to run this emergency provision to ensure there was a shelter in place for those who both needed and wanted to use it. They have done a marvellous job. The shelter has been open every night during this spell of freezing cold weather. We also continue to also make use of other temporary accommodation – all the while working to help people get the necessary support that they need in order to find more settled homes. The number of rough sleepers that we have here in West Suffolk – at the last count, just under 30 – and the complexity of their needs means that we will continue to need all of these options available to us as and when required.

The new shelter will now be in operation through until the end of March. The centre will be by referral to the housing team on 01284 757178. Just as with the temporary centre, the Council will continue to assist rough sleepers through referrals via the Bury Drop-In Centre and through speaking to people sleeping rough on the streets.

As with the temporary shelter there will be rules of use – this is to safeguard the people using the shelter and those who staff it. We will also write to nearby neighbours and include contact details should they have any questions, concerns or issues that they wish to discuss.

None of this means the end to people sleeping rough on our streets and woodland areas. We know from experience that some people, for a variety of reasons, will not accept the help that we, or that other local organisations offer, although we will continue to try. We also know that there are some people that our local residents see sitting on our streets who are not homeless. In many cases we have found accommodation for them and that is one of the reasons that we prefer people give their money to those local charities that help the people who are homeless.

## FINANCIAL APPENDIX B – ACCOUNTS PRESENTED AT THE MEETING

Nett      VAT      Gross      Power Used

### Current Account

Cheques raised since the last meeting

445	FAS Charities Account	227.55		227.55	<i>Rent paid into wrong acc.</i>
446	Namesco – use of email account	27.99	5.60	44.59	<i>LGA 1972 s111</i>
447-468	Various – see Appendix B of January 2018 Meeting	3750.00		3750.00	<i>LGA 1972 s137</i>
	<b>Total raised</b>			<b>£4,011.14</b>	

Current Account – cheques to be drawn

469	FAS Parish Hall – Hire of Village Hall	36.00		36.00	<i>LGA 1972 s133</i>
470	Clerk's Salary	638.54		638.54	<i>LGA 1972 s112 (2)</i>
471	Clerk's Expenses	134.04	15.09	149.13	<i>LGA 1972 s111</i>
472	Litter Picker Salary	301.04		301.04	<i>Open Spaces Act 1906 s9 &amp; 10</i>
473	HMRC – 4 <sup>th</sup> Qtr PAYE due	484.60		484.60	<i>Inc &amp; Corp Taxes Acts</i>
474	Suffolk Wildlife Trust	38.00		38.00	<i>LGA 1972 s111</i>
475	Elderbury Friendship & Social Club	200.00		200.00	<i>LGA 1972 s137</i>
476	CAS – Add premium – laptop cover	8.16		8.16	<i>LGA 1972 s111</i>
	<b>Total Due</b>			<b>£1,857.47</b>	

Income received since the last meeting

	Dividend Interest	4.44		4.44	
	<b>Total Income Received</b>			<b>£4.44</b>	

	Bank Balances				
	Current account (as at 28.02.18)			£296.50	
	Deposit account (as at 28.02.18)			£14,947.52	
	<b>Sub Total</b>			<b>£15,244.02</b>	
	Less invoices due for payment			£1,857.47	
	Less outstanding cheques			£3,550.00	
	Plus unaccredited lodgements			£700.00	
	<b>Bank Balance effective 20.03.18</b>			<b>£10,536.55</b>	
	General Reserves:			£4,646.55	
	Earmarked Reserves:				
	Repairs to play equipment			2,000.00	
	Churchwall repairs			1,300.00	
	Allotment maintenance			1,850.00	
	Newsletter Account			740.00	
				<b>£5,890.00</b>	

### Newsletter Account – movement through the account and cheques due for payment

	Drawn since the last meeting				
108	P& S Brooklyn – Feb/Mar Production	182.50		182.50	<i>LGA 1972 s142</i>
109	Community Workshop Ltd	160.68		160.68	<i>LGA 1972 s142</i>
	<b>Total Due</b>			<b>£343.18</b>	
	Movement since the last meeting				
	Advertisement monies received				
	<b>Bank Balance (28.02.18)</b>			<b>£249.26</b>	
	Less outstanding cheques			<b>0.00</b>	
	Plus income not shown on statements			<b>0.00</b>	
	<b>Cleared Balances</b>			<b>£249.26</b>	

15<sup>th</sup> May 2018

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15<sup>th</sup> May 2018