

## **FORNHAM ALL SAINTS PARISH COUNCIL**

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 20<sup>th</sup> January 2015 at 7.30pm in Fornham All Saints Village Hall.

### **Members Present:**

**Mr Howard Quayle – Chairman**

**Mrs Enid Gathercole – Vice-Chairman**

**Mrs Elizabeth Gingell**

**Mr Gary Clark Ward**

**Mrs Cheryl Froud**

**Mr Michael Guest**

**Mr Paul Purnell**

**Mr Bernard Grimshaw**

**With Mrs Victoria Waples (Clerk) in attendance and County Councillor Rebecca Hopfensperger in part) and four members of the public.**

886 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.*

887 APOLOGIES FOR ABSENCE

- i. There were no applicable apologies for absence.

888 DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTEREST

- i. Cllr. Guest declared a pecuniary interest due to his paid employment by the Parish Council, Cllr. Gathercole declared a local non pecuniary interest as a member of the Community Centre Committee and Cllr. Purnell declared a local non pecuniary interest as Treasurer of the Village Hall.
- ii. There were no requests for dispensations with regards to the Agenda under discussion.

889 MINUTES – approval of the minutes from the Parish Council Meeting of 18<sup>th</sup> November 2014 were agreed by all present and signed by the Chairman as true and accurate records.

890 REPORTS ON PARISH COUNCIL MATTERS -

- i. Tut Hill flooding & drainage at the bottom of Tut Hill – it was noted that the Chairman had been in communication with Highways over the frequency of the cleaning of the slot drains and the opinion held by the Highways Officer that as the problem seemed to have abated they would be delaying plans to renew the soakaways for the time being.

*The meeting was closed to allow County Cllr. Hopfensperger to report further on this matter*

- She had seen the schedule which indicated that the slot drains were being cleaned on an eight week cycle
- Now that she was aware that there was still a problem with flooding despite the cleaning schedule she would report back to the Highways Officer
- Prior to a call on the Local Flooding Budget there would need to be evidence of flooding – once this was forthcoming there could be a bid for monies
- Work was due to be carried out to the roundabouts in connection with the development at Bury North West so some works may be incorporated

*The Chairman reopened the meeting.*

It was agreed that the area would be monitored and evidence gathered as to the extent of the flooding problems.

- ii. Village Hedges – there was nothing further to report. The working party was still to be established to remove and cut the ivy at the base on the Bus Shelter on The Green. Council noted that due to the brick structure of the bus shelter complaints had been received that parishioners could not see the approaching buses unless they stepped outside of the curtilage of the shelter. Council agreed to discuss the possibility of installing a mirror at the next meeting.
- iii. Crossing points in the Village – this had now been passed to the Highways Engineer who would also be attending the Village walkabout with the Chairman and County Cllr. Hopfensperger later that week.

- iv. Speeding within the Village – it was reported that the Highways Engineer would be carrying out a traffic survey which would corroborate the data being collated from the VAS device currently deployed in the village. He would also be looking at the crossings within the village and whether it would be feasible to upgrade them.
- v. Neighbourhood Watch Scheme – it was noted that the past organizer wished to be involved with the scheme but did not wish to be the main coordinator.
- vi. Village Magazine – confirmation was requested as to ownership of the village magazine and how the parish council could become involved with production.
- vii. Grassed area by Fornham Fine Foods – confirmation was required as to ownership of the grassed area by the side gate to the Churchyard and whether it could be rented out to provide further parking spaces. It was agreed that the land, if it belonged to the Parish Council should remain at all times with the Council.
- viii. Councillor Portfolios - it was agreed that each Councillor would be given a Portfolio to ensure matters were progressed in a timely manner. A report on issues raised would be submitted at the next meeting.  
Councillor Portfolios were agreed as follows:  
Cllr Quayle: Vision 2031/Borough Council Liaison  
Cllr. Gathercole: Environment  
Cllr Clark Ward: Website Development and Management  
Cllr. Purnell: Asset Management  
Cllr. Grimshaw: Traffic Management  
Cllr. Guest: Bury North West Area Liaison  
Cllr. Gingell: Newsletter Scheduling and Development  
Cllr. Froud: "Safer Village" Initiatives.
- ix. Pigeon Lane – it was noted that the edge of the path had been partially cleared by Cllr. Guest. Agreement was forthcoming for the Clerk to talk to the Community Payback Scheme with regards to the possibility of this work being undertaken by them on a 2-3 times a year basis.
- x. Footpaths and ditches – it was agreed that the Chairman and Cllr. Gathercole would visit the Golf Club to remind them that the ditches that bordered the grounds of the course needed clearing and that the Clerk would ask for the footpaths in Rectory Meadow to be cleared of leaves and debris and that trees roots were impacting both the paths and the tarmac in Rectory Meadow.

*The meeting was closed to allow the following items to take place.*

891 REPORT FROM BOROUGH AND COUNTY COUNCILOR – Mrs Hopfensperger was invited to submit her report in which she made reference to the following items:

- Email queries that had been passed to her from the Clerk over claims submitted by a resident on the Mildenhall Estate regarding complaints made over legal and procedural matters and non disclosure during the Public Examination on Vision 2013 had been referred to the Planning Policy and Specialist Manager at St Edmundsbury who confirmed that neither the Borough nor the Planning Inspectorate were aware of any complaints having been submitted although a FOI request had been submitted to the latter.
- Public Consultation would be held at the Mildenhall Estate on Phase 1 of the proposed North West Bury St Edmunds (land off Tut Hill) at the Howard Primary School on 5<sup>th</sup> February. It was noted that this would also cover the proposal for the strategic gap and that flooding and sustainable urban drainage would also be covered.
- Village Newsletter – request for a copy to be provided
- Budget for 2015-16 for both St Edmundsbury Borough and Suffolk County Council – both were expected to be signed off with savings being required of £1.5million and £38.2million respectively.
- In February 2015 St Edmundsbury Borough and Suffolk County Council would be looking at the business case for the alternative site for the West Suffolk Operational Hub which would house the waste transfer station, police vehicles and ambulance vehicles. If this was approved, it was anticipated that a Community Liaison Group would also be set up to

include all affected parishes. A Consultation period would be commencing in February once the business case had been approved.

892 REPORT FROM THE SAFERNEIGHBOURHOOD TEAM – no report for the period had been submitted by the Bury Rural SNT.

893 PUBLIC SESSION – the following issues were brought to the Council's attention:

- Flooding on Tut Hill – it was questioned as to why the water could not be run into the mains drainage system. It was confirmed that this was not for the Parish Council to determine but it would be flagged up to the relevant authorities for consideration.

*The meeting was reopened to allow the Council to transact its business*

894 FINANCE

- i. Changes in recent legislation – Elections 2015 - a brief resume of the election timetable, nominations, election or poll and the election campaign was provided to all present. Further updates would be provided as and when they were made available. Should Councillors need further information they were advised to contact the Clerk direct.
- ii. Payment of verified invoices was approved by full Council and cheques signed by those authorised so to do. The Council's financial position was presented to full Council and bank balances noted (*Appendix A*).  
Donations to be made under s137 of the LGA 1972 were approved by all and would be presented for payment at the next meeting.
- iii. Churchyard Wall – it was confirmed that following the Faculty Exemption Committee's recommendation to proceed with the lower of the 2 quotes, notices will be sent out, to be displayed around the church in the manner of a Planning Application. Should there be no objectors to the application then the Parish Council (via the PCC) will be granted permission to proceed. Works were expected to commence late March/early April. The Parish Council confirmed that, provided permission was given, the quotation in the sum of £6950 ex VAT from L A Hurrell Ltd would be accepted and that it would release £4,000 from its reserves to cover part of this sum with the balance to be found from external funding sources, aif. It was confirmed that an application had been submitted to the Suffolk Historical Trust for funds and other sources were being investigated. Council noted that it was also the appropriate body to pay the structural engineering report on the works to be carried out although it had been mentioned that it might also be appropriate to ask the PCC for a contribution. Council agreed to release £300 from reserves to cover such an invoice once it was submitted, aif. It was noted that the PCC would be organizing a fund raising event later in the year and would be committing those funds to the works. It was noted and agreed that the Parish Council would need to be mindful of regular maintenance and the costs involved relating to the Churchyard wall and that future budgets should reflect this, aif.
- iv. Tut Hill mini-roundabouts – following the circulation of the two quotations received for the work to repair the damaged area at the mini-roundabouts, it was proposed and agreed by all that the quotation from Urban Forestry in the sum of £3,795.73 ex VAT be recommended for acceptance subject to funds being available for drawdown from Borough Councillor Hopfensperger's Locality Budget with the Parish Council funding the balance from its maintenance budget. Cllr. Purnell agreed to communicate this to Urban Forestry and the Clerk and Chairman agreed to liaise with Borough Cllr. Hopfensperger as to how to access the monies to be donated.
- v. To consider and approve the renewal of the landscape maintenance contract for 2015 at a cost of £118.07 per cut – Council was in agreement to accept this quotation for the coming year, aif.  
It was noted that Village Hall Hirers were using the Village Green for parking – this would be discussed further at the next full Parish Council meeting.
- vi. To consider the Precept to be set for 2015/16 – the Council having reviewed its budget for the coming year 2015-16 agreed that, to ensure current commitments were ongoing, an increase in the precept levied on parishioners would be necessary and this would equate to £4.86 per annum on a band D property. It was proposed and agreed by all that the Council

- would set a budget of £16,616 which, after taking into account the grants that were applicable would result in a precept of £14,799 being levied on the parish of Fornham All Saints, aif. It was noted and agreed that the Parish Council should ensure that any areas within its remit for regular maintenance were defined and sums allocated for such a use.
- vii. Transparency Code for councils with an annual turnover not exceeding £25,000 – a brief resume was given of the requirements to publish certain financial information in a recognised format along with draft minutes and agendas of all meetings of full council and its committee no later than one month after the meeting had taken place was noted by Council. It was agreed that the majority of financial information was already provided and just needed expanding. It was noted that the recognised format as specified in the Code is on a website.
  - viii. WW1 Garden on The Green – it was noted that some bulbs had been planted and others were being looked at for suitability and later planting.
  - ix. Works to the allotment hedges and trees – Council noted the quotation that had been received for works to the trees on the allotment which included the removal of a group of Cherry and Rowan Trees. Agreement was forthcoming that, with reference to works identified in the recent play safety inspection and a recent site inspection of the hedges on the allotment, the tender be asked to re-quote to include the trimming of the trees over the play equipment and the planting of hawthorn hedging as replacement extending existing hedge on Mildenhall Road. Should the revised quotation be less than £900, it was proposed and agreed by all that the Clerk is given the delegated authority to accept the quotation and issue a corresponding order, aif. Should the quotation be in excess of this sum, further authorisation would be needed from the Parish Council, aif.

895 BOROUGH COUNCIL MATTERS

- i. Update on the Vision 2031 Documents – the Chairman reported that he had been in discussions with both Savills and Countryside Properties and they were happy to attend an additional parish council meeting to discuss matters further prior to submitting a planning application for Phase 1 in the middle of February 2015. It was anticipated that there would be a March date for starting on the new road and utilities and that once the 150<sup>th</sup> house (or earlier) had been built the link road would be built in its entirety. The site entrance would be from the B1106 on Tut Hill. It was also noted that SCC were minded to support the Parish Council's suggestion for the closure of Tut Hill provided this had agreement from the community.
- ii. Parish & Town Liaison Group for Bury St Edmunds – it was noted that Cllrs. Purnell and Quayle had attended the first meeting and that the terms of reference that have been agreed covered sharing information on the delivery issues that might arise from the major growth sites in Bury St Edmunds Vision 2031; sharing any lessons that may have been learnt and best practice amongst the Group and having an influence on those issues wherever it could. It was also hoped that this would give parish and town councils a better understanding of how they fitted in the development process and how to be part of the relevant discussions with both developers and the planning authorities. It was noted that in future meetings would consist of representatives from the parishes affected along with the Borough's Officers. The next meeting was noted to be at the end of January 2015.
- iii. Village Traffic Advisory Group – it was agreed that the Council would set up a group that would be tasked with investigating current and potential vehicular traffic problems in the village. Council reviewed the terms of reference for the proposed group and agreed that it would present workable proposals to the March 2015 Parish Council Meeting. It was agreed that the group would constitute no more than 4 parish councillors and 2 members of the village.

896 SUFFOLK COUNTY COUNCIL MATTERS

- i. Lark Valley Path –there was nothing further to report.

897 PLANNING MATTERS

- i. Planning Application: DC/14/2414/TCA – trees in a conservation area notification – remove lateral limbs of 2 No Beech trees @ Lane End, The Street.  
Council had no objections to the work being proposed, aif.  
St Edmundsbury had informed the Parish Council of the following applications:
- ii. Planning permission for works to Kaprun, Tut Hill
- iii. No objections to tree works @ Fur House, Rectory Meadow.

898 CORRESPONDENCE RECEIVED SINCE LAST MEETING

- i. Letter from SCC re the Ipswich to Peterborough Passenger Rails Service Consultation –  
It was agreed that whilst individual Councillors were welcome to pen their own response, the Parish Council were in support of the SCC initiative in the retention of the through Ipswich to Peterborough Service. It was noted that the Dft were proposing to cut the previously reduced service once again back to Ely meaning that travellers to Yorkshire, the North East, and Scotland etc would now need to make two changes en route. It was also agreed to support the Ely and Soham upgrades as each additional train operating out of the port of Felixstowe had the capacity to take 60-70 lorry movements off the A14 which could only improve the lives of those in the Bury area. It was agreed that the Chairman would pen a draft for consideration.
- ii. General correspondence and magazines were brought to the Council's attention.

899 PARISH COUNCILLOR'S REPORTS

There were no reports received.

900 MATTERS FOR NEXT MEETING & DATE OF NEXT MEETING: Churchyard Wall, S137 Payments..

Parish Council Meeting on 17<sup>th</sup> March 2015 commencing at 7.30pm in the Village Hall. It was noted that there may well be an additional Parish Council Meeting to receive a presentation from Countryside Properties UK on the North West Bury St Edmunds (land off Tut Hill) development.

There being no other business the Chairman declared the meeting closed at 10.06pm.

**Current Account**

181A	H Quayle - Chairman's expenses	£34.08	LGA 1972 s111
182	M Guest - salary	£194.40	Open Spaces Act 1906 s9&10
183	FAS Parish Hall - hire of hall	£32.00	LGA 1972 s133
184	V Waples - Expenses	£50.87	LGA 1972 s111
185	SALC	£90.00	LGA 1972 s111
186	St Edmundsbury B/C - Grass Cutting	£817.42	Open Spaces Act 1906 s9&10
187	V Waples - Salary	£449.02	LGA 1972 s112
188	HMRC	£114.20	Inc & Corp Taxes Act
189	FAS Community Centre	£280.00	LG Misc Prov Act 1976 s19
190	CAB	£100.00	LGA 1972 s142(2)
191	St Edmundsbury Newstalk	£150.00	LGA 1972 s142(2)
192	CPRE Subscription	£36.00	LGA 1972 s141
193	Heelis & Lodge	£183.20	LGA 1972 s154

**Newsletter Account**

76	Realise Futures - 1 invoice	£94.56	LGA 1972 s 142
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**Sub Total Due**      **£2,625.75**

**Total**                **£2,625.75**

**Bank Balances**

Current account (as at 31.12.14)	£288.34
Deposit Account (as at 15.10.14)	£33,227.81
Newsletter Account (as at 29.08.14)	£970.45
	<b>£34,486.60</b>
<b>Less Invoices due for payment</b>	<b>£2,625.75</b>
<b>Less outstanding cheques</b>	<b>£4,694.40</b>
<b>Plus uncredited lodgements</b>	

**£27,166.45**

**Monies Received:****Earmarked Reserves remaining from 2013/14**

Repairs to play equipment	£2,575.00	£925 used 07/2013
Churchwall repairs	£4,000.00	
Allotment Maintenance	£1,000.00	
Newsletter Account	£713.42	
General Reserves	£5,665.64	