

## **FORNHAM ALL SAINTS PARISH COUNCIL**

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 14<sup>th</sup> July 2015 at 7.30pm in Fornham All Saints Village Hall.

### **Members Present:**

**Mr Howard Quayle – Chairman**

**Mrs Enid Gathercole**

**Mr Gary Clark Ward**

**Mr Michael Guest**

**Mr Paul Purnell**

**With Mrs Victoria Waples (Clerk) in attendance and 3 members of the public.**

- 966 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.*

- 967 APOLOGIES FOR ABSENCE

- i. Apologies for absence were received from Cllr. Gingell due to a work commitment and Cllr. Grimshaw due to a personal commitment.
- ii. Council consented to accept these apologies. Apologies of absence had also been received from County and Borough Cllr. Hopfensperger and the Bury Rural SNT.
- iii. Council was informed that due to work commitments, Cllr. Gingell had submitted her resignation in writing which had been accepted by the Chairman. Her contribution to the village having served as a Councillor for almost 18 years was acknowledged and best wishes were extended to her for the future. The Casual vacancy had been advertised and provided there was no request for an election to be held would be filled by co-option at the next meeting.

- 968 DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTEREST

- i. Cllr. Guest declared a pecuniary interest under Agenda Item 11 and took no part in the discussion or vote that ensued with regards to Financial Matters. Cllrs. Gathercole & Purnell declared Local Non Pecuniary Interest as Chair of the Community Centre and Treasurer of the Village Hall respectively. There were no other pecuniary or local non pecuniary interests for the agenda under discussion.

- ii. There were no requests for dispensations with regards to the Agenda under discussion.

- 969 MINUTES – approval of the minutes from the Parish Council Meetings of 19<sup>th</sup> May 2015 were agreed by all and signed by the Chairman as a true and accurate record.

- 970 TO FILL VACANCY BY CO-OPTION – one application had been received for the position vacant since the election. With reference to Schedule 12, para 39 of the LGA 1972, Elizabeth Hodder was proposed for the vacancy. It was unanimously agreed to co-opt Ms Hodder to the Council, aif. Following the signing of her Declaration of Acceptance of Office, Councillor Hodder was invited to join the councillors at the table.

- 971 REPORTS ON PARISH COUNCIL MATTERS –

- i. Village Hedges – both the Chair and Vice-Chair agreed to speak direct to a number of owners on this matter as there were still a number of hedgerows that ought to be trimmed back to allow users of the footpaths to pass unhindered.
- ii. Traffic Advisory Group Report – the latest report from the Group had previously been circulated to all present. The Group had identified that a number of previously agreed action points by Highways were still to be auctioned: traffic count boxes; cleaning of the crossings and the replacement of the missing and broken reflector bollards. The Chairman made the meeting aware of the issues that had been covered in the recent meeting concerning Tollgate Gyratory at which it was evident that there was a difference in the price and feasibility of the scheme being offered by Countryside Properties and that being pursued by the Borough. It was noted that the preferred scheme; the issues relating to the proposed

- WSOH and issues relating to the current scheme at Station Hill would all be re-examined as a single scheme which could take up to 2 years.
- iii. Village of the Year Competition – the forms had been submitted and representatives had met with the judges. However the Village had been unsuccessful in progressing further. It was agreed that Cllr. Gathercole should continue to chase for feedback which would be submitted at the next meeting.

972 REPORT FROM THE COUNTY AND BOROUGH COUNCILLOR – County and Borough Cllr. Hopfensperger had submitted her apologies as she had had a prior commitment. She asked that the following be submitted on her behalf:

- WSOH  
Defeat of the motion the previous week to put any further monies towards a business case for the hub was a good move. Although Forest Heath have yet to vote on their contribution towards the business case which happens this week, we have tried to encourage them to pull the paper until further work has been done and I have yet to receive a response to this matter. I do feel that it is unlikely. What we must concentrate on now is to ensure that a genuine consultation is held on alternative sites and that we in some way have a say in how that consultation is shaped.
- Tollgate Gyratory  
Very positive meeting held last week over the options going forward with regards to this junction. We made the point that Station Hill junction and the Tollgate junction should be looked at together. We got confirmation that a draft travel plan is in place for the whole of Bury and I am just awaiting some further information on this. It looks as though the more expensive option which was put forward by Chris Rand for the Tollgate gyratory is the preferred option and the next stage will be for the council to commission the design and costing of this option.
- Fornham Highways Plan  
I have agreed with Guy Smith to hold a meeting with the parish council to discuss this document and to attach an action plan to it with timescales.
- Work on the roundabout  
I am currently in the process of completing the appropriate forms for the funding.
- Community Chest  
A new fund has been set up by two West Suffolk councils to encourage and enable organizations to innovate and explore ways they can improve the lives of residents.  
Community Chest is a new flexible fund set up by Forest Heath District Council and St Edmundsbury Borough Council to simplify the range of funding the two councils previously offered. Organizations can still apply for funding and will be asked to show how it will help the two West Suffolk councils to support families and strengthening community resilience. The councils will also be able to commission a voluntary, charity or community groups to carry out a project, which again helps meet its families and communities agenda.

973 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM – a written report was submitted by the SNT which can be seen at Appendix A. It was noted that many calls had been logged with the police concerning complaints over excessive motorbike noise. The local SNT were taking an interest and would take appropriate action should the need arise.

974 PUBLIC FORUM – the following concerns were raised by members of the public present:

- Allotments- could a further skip be sited on the allotments towards the end of the Summer to allow further rubbish to be removed.
- Allotments – there were a number of allotments that were rather unsightly and a further allotment inspection was needed
- Allotments – hedgerow between the allotments and community centre should be cut down to a height of 6' and then it could be maintained more easily. The Chairman agreed to approach a local landowner for assistance on this matter
- Energy from Waste Incinerator – worth a visit as it was an interesting couple of hours. It was confirmed that County Cllr. Hopfensperger could arrange a visit if enough people were interested.

975 FINANCE

- i. To approve an amendment to the Annual Return for the year 2014/15 – Council was made aware that the external auditors had advised that as the VAS was received by the Council under a S106 Developer Contribution, it could not be classed as a fixed asset and must be declared as a gift. The council was required to change its asset register to register the VAS as a community assets with a nominal sum of £1. As such approval was given for the asset register and Annual Return to be changed so that both would record Assets to the value of £129,994, aif. The Chairman and Clerk signed the amendments to the Annual Return which would be resubmitted to the External Auditors.
- ii. Cheques to be approved for payment – a number of cheques were presented for payment and approved by all present – details of which can be found in Appendix A. *It is so recorded that Cllr. Guest did not participate in either the discussion or the approval of the cheques awaiting payment.*
- iii. Churchyard Wall – the Chairman provided the meeting with an update as to the funding that was now in place which amounted to £6,500. It was noted that all the Summer Concert proceeds would also be donated to the repairs to the Churchyard Wall. It was agreed that the Parish Council would need to build up its reserves to ensure that the wall would continue to be maintained from funds allocated. The wall was now virtually rebuilt with a small amount of repointing and tidying required. As the work undertaken was less than quoted the contractor had been asked to look at the rest of the wall and ascertain what could be carried out with the balance.
- iv. Tut Hill Roundabouts – a report had been submitted to Cllr. Hopfensperger for agreement of a sum of money from her Locality Budget to fund the works required.
- v. Review of the Clerk's Contract and Annual Appraisal – this was still noted as being outstanding.
- vi. Quality Council Scheme - a new Award had been launched by the Improvement and Development Board (includes representatives of Government, the National Association of Local Councils, affiliated County Associations and the Society of Local Council Clerks). The Local Council Award Scheme would be tailored to local councils to assess them against national standards and to help improve 3 main areas: governance, community engagement and council development. It was agreed that the Clerk would prepare a paper for submission at the next meeting but the Council was minded to obtain the Foundation Level in the first instance.
- vii. Training – it was agreed that the Clerk would investigate Cllr. training for Cllrs. Grimshaw; Hodder and Purnell.
- viii. Clerk's Other Employment – it was noted that the Clerk had been offered and had accepted the role of Finance Manager at SALC and would be retiring from three of her positions as Clerk to the Parish Councils.
- ix. Bus Shelter Window – this was now in Cllr. Purnell's garage and would be installed over the coming weeks. Thanks was offered to Cllr. Purnell for the cleaning of the Bus Shelter on Pound meadow and to a resident for the use of water and electricity to enable the cleaning to take place.

976 BOROUGH COUNCIL MATTERS –

- i. Bury North West Development – a meeting was held on 2<sup>nd</sup> June 2015 which was attended by Cllr. Guest. He reported that the conversation centred mainly around the issues over the Tollgate Gyratory. The Chairman mentioned that he had been informed that the planning application for Parcel C had been held up due to concerns over the dispersal of affordable housing and the choice of vegetation and tree planting. It had been hoped that the application would be placed before the Development Control Committee meeting in mid August but that this might be pushed to September. The final archaeological dig would take place in August with a potential start on site in October.
- ii. West Suffolk Operational Hub – it was noted that there seemed to be a reluctance on the part of St Edmundsbury to explain why Hollow Road had been chosen and to produce the feasibility study. The Chairman confirmed that, under a FOI request, he had asked for copies of the working papers on all sites.

- iii. Footpath No 4(part) FAS – the meeting noted that the Parish Council had responded in support of the proposal to divert Footpath No 4 within FAS to align with the new roadways being proposed within the Bury North West Development.

977 SUFFOLK COUNTY COUNCIL MATTERS:

- i. Tollgate Gyratory – to consider a report on the meeting held by various organisations to discuss plans for the Tollgate Gyratory – this had been covered elsewhere within the agenda.
- ii. Lark Valley Path – Cllr. Gathercole reported that she had become a member of the River Lark Partnership and would be attending a meeting in September 2015. She reported that following conversations held it was confirmed that steps were being taken to aerate the River Lark although this did not extend to the section within FAS. It would discussed as to whether local groups could work on clearing the river bed if the Environment Agency were informed and a risk assessment was carried out. Cllr. Gathercole agreed to ascertain what plans were in place for the River Lark within FAS.

978 PLANNING MATTERS

i. Planning Applications considered:

- DC/15/110/HH - Two storey side and rear extensions and single storey front and side extensions (following demolition of existing garage and conservatory). Resubmision of DC/14/1399/HH @ Red House, Tut Hill.  
Council had no objections to this application.
- DC/15/1374/TCA – trees in a conservation area notification – copper beech – raise crown by 3 to 4 meters @ Twitchetts End, Hengrave Road  
Council had no objections to this application.
- DC/15/1303/TPO – TP027(1976)8 – Willow (T5 on order) 25% Crown Reduction @ Twitchetts End, Hengrave Road  
Council had no objections to this application
- DC/15/1307/TPO – TPO – 1 No Sycamore tree – fell to ground level, treat stump with herbicide plugs and plant suitable replacement tree of species and in position as agreed with the local authority; silver Birch – prune to approximately 1.5 metre clearance from the eastern gable of Little Court and approximately 1 metres clearance from overhead telephone and electricity cables – reason for works is to prevent tree damaging dwelling and overhead services at Little Court @ Little Court, Tut Hill  
Council had no objections to this application.

ii. Planning Applications determined by the Borough –

- Permission for retention of 2 No floodlights on roof of an existing portacabin @ the Community Centre, Bury Road
- Permission for works to trees in a conservation area @ Newlands, The Green
- Withdrawal of planning application for works to 3 Pigeon Lane
- Permission for works to trees in a conservation area @ The Old Rectory, The Green
- Permission for single storey extension @ Old Coach House, Tut Hill

- iii. Neighbourhood Planning – background information on the reasoning and growth of the role of a Neighbourhood Plan was provided to the Council. Council was made aware that a NP could be influential in the type of growth and development within a designated area. It was agreed that the Council should discuss, at a later meeting, the possibility of a joint NP with Fornham St Martin and St Genevieve. It was noted that the Strategic Gap between the new development and FAS would be safer as parkland and green space as there was less likelihood that it could then be grabbed up for future development.

It was also discussed and agreed that once the Community Governance Review is begun by St Edmundsbury, the Parish Council should consider the parish boundary of Fornham All Saints and whether its boundary should be considered to be up to the Link Road thereby ensuring that the new development at Bury North West stayed within the boundary of Bury St Edmunds.

- iv. To consider advice received from SALC and NALC on pre-application consultations – it was agreed that the Council should consider adopted a protocol to deal with such matters. The Clerk would look to produce a paper for consideration at the next meeting.

979 CORRESPONDENCE RECEIVED SINCE THE LAST MEETING –

- i. Letter from parishioner re the motorbike noise in the village, generated by the Open Nights at Crazy Horse (bike dealership) in Lamdin Road. It was agreed that this should be flagged up to the Local SNT again.
- ii. SALC – Suffolk Local Policing Review – dates to discuss options for key partners – Council noted the dates
- iii. St Edmundsbury Borough Council – St Edmundsbury's Autumn Parish Conference – dates and venue were noted
- iv. Letter from 1<sup>st</sup> Fornham All Saints Rainbows thanking the Parish Council for the recent donation given under S137 of the LGA of 1972.
- v. General correspondence and magazines were brought to the Parish Council's attention.

980 REPORTS FROM PARISH COUNCILLORS RELATING TO PORTFOLIOS HELD –

- i. There were no further issues raised from each of the portfolio holders present
- ii. To consider the request for a dog bin to be installed at the Golf Course – Council was in full agreement that as the footpath belonged to SCC, the Golf Course should obtain its permission prior to submitting a request for the siting of such a bin.

981 DATE OF NEXT MEETING: Parish Council Meeting on 15<sup>th</sup> September 2015 commencing at 7.30pm in the Village Hall.

There being no other business the Chairman declared the meeting closed at 9.50pm.

# Safer Neighbourhood Teams

## FORNHAM ALL SAINTS MEETING POLICE REPORT **14<sup>th</sup> July 2015**

Firstly the SNT would like to thank the Chairman, the Council and the community for their continued support. Your dedicated PCSO is 3232 Ruston.

### **Crime Statistics for the Parish:**

There have been 2 crimes of interest since the last meeting:

**Theft other** – between 10am Sat 6<sup>th</sup> June and 8am Mon 29<sup>th</sup> June a teak garden seat was stolen from the front garden of a property in Aldridge Lane.

**Criminal damage other building** – overnight Sat 11<sup>th</sup> July a shed at the **Bury** St Edmunds Golf Club had a door and windows smashed. A vehicle parked for display purposes was also damaged.

### **Speeding:**

The team have carried out 7 speed checks this month resulting in 10 drivers being reported for offences and 3 verbal warnings being given.

Community speed watch. CSW teams across the SNT area have carried out 11 checks resulting in 120 warning letters being sent.

### **News**

**Burglaries:** There has been a recent increase in homes that are temporarily unoccupied (owners on holiday) being burgled. Please ask your residents to be vigilant for suspicious vehicles or people in the area particularly if they are paying attention to houses where the occupants are away.

Anyone who is due to go away should make arrangements for their property to be regularly checked during their absence. Ensure access gates are secured when leaving and consider additional security measures such as lights on timer switches, neighbours leaving their car on the driveway, dustbins put away and mail cleared from view.

Do not make it easy to identify empty properties.

**Staff changes:** PCSO Morton has left the team at Ixworth to take up civilian employment.

You can now also follow us on twitter @StEdsPolice

**For non-urgent matters dial 101**

**or email: stedsruralnorth.snt@suffolk.pnn.police.uk**

**If you believe a crime is in progress dial 999**

**Appendix B - Finance****Nett    VAT    Total    Power Used****Current Account – cheques drawn since last meeting**

	<b>Total Paid</b>			<b>£0.00</b>	

**Current Account – cheques to be drawn**

242	ICO – Data Protection Act Registration			290.40	Open Spaces Act 1906 s9 & 10
243	FAS Parish Hall – Hire of Village Hall			16.00	LGA 1972 s133
244	SALC – training	2.50	0.50	3.00	LGA 1972 s111
245	Highline Extreme	2800.00	560.00	3360.00	Open Spaces Act 1906 s9&10
246	M Guest – wages			290.20	Open Spaces Act 1906 s9&10
247	V Waples – salary			489.07	LGA 1972 s112 (2)
248	V Waples – Expenses			76.57	LGA 1972 s111
249	HMRC			145.60	Inc & Corp Taxes Acts
	<b>Total Due</b>			<b>£4,415.94</b>	
	<b>Bank Balances</b>				
	Current account (as at 30.06.15)			281.44	
	Deposit account (as at 30.06.15)			31,279.31	
	Sub Total			<b>£31,560.75</b>	
	<b>Less invoices due for payment</b>			4415.94	
	Plus uncredited lodgements				
	<b>Bank Balance</b>			<b>£27,144.81</b>	
	<b>Earmarked reserves from 2014/15</b>				
	General Reserves			£11,146.31	
	Repairs to play equipment			2,575.00	
	Churchwall repairs			4,000.00	
	Allotment maintenance			1,000.00	
	Garden Area by Three Kings			2,000.00	
	Newsletter Account			766.76	
				<b>£10,341.76</b>	

**Newsletter Account – cheques due for payment**

					LGA 1972 s142
	<b>Bank Balance</b>			<b>951.73</b>	
	Less outstanding cheques				
	<b>Balances</b>			<b>951.73</b>	