

FORNHAM ALL SAINTS PARISH COUNCIL

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 17th March 2015 at 7.30pm in Fornham All Saints Village Hall.

Members Present:

Mr Howard Quayle – Chairman
Mrs Enid Gathercole – Vice-Chairman
Mr Gary Clark Ward

Mr Paul Purnell
Mr Michael Guest
Mr Bernard Grimshaw

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

- 915 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.
- 916 APOLOGIES FOR ABSENCE
- i. Apologies for absence had been received from Cllr. Gingell due to a personal commitment.
 - ii. Council consented to accept this apology.
 - iii. Council was made aware that since the last meeting Cllr. Froud had tendered her resignation due to work commitments, which the Chairman had accepted. Council asked that its official thanks be offered to Cllr. Froud for her commitment and her former service to the village.
- 917 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 of St John's Ambulance Trust 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.
- 918 MINUTES – approval of the minutes from the Parish Council Meeting of 20th January and additional Parish Council Meeting of 9th February 2015 were agreed by all present and signed by the Chairman as true and accurate records.
- 919 REPORTS ON PARISH COUNCIL MATTERS -
- i. Tut Hill flooding & drainage at the bottom of Tut Hill – it was agreed that this could now be removed from the agenda as during the previous parish walk the drains had been shown to be blocked but upon recent inspection the drains had been cleared and cleaned out. The Parish Council's official thanks was recorded to the Highways Engineer who had assisted with this matter.
 - ii. Village Hedges – it was noted that there were still two areas of concern within the village. The Chair and Vice-Chair agreed to speak direct to the owners on this matter.
 - iii. Crossing points in the Village – following the meeting with the Highways Engineer it was noted that the following actions had been agreed:
 - All existing crossing points will be cleaned and refreshed
 - All existing open spaces under the control of SCC will be cleaned
 - All broken and missing reflector bollards will be replaced
 - A programme of sign cleaning had been agreed
 - SCC would look at the feasibility of installing a pelican crossing close to Pigeon Lane. It was noted that only one such crossing would be acceptable in the size of a village such as FAS.
 - iv. Speeding within the Village – this would be covered under the agenda item at vii.
 - v. Neighbourhood Watch Scheme – this had stalled for the immediate future with the resignation of Cllr. Froud. The issue would be revisited after the May elections.

- vi. Installation of window within the Bus Shelter on the Village Green – it was noted that it would be feasible to install a small UPVC window with toughened glass in the side of the bus shelter to allow those waiting to see the oncoming buses. Cllr. Purnell agreed to get 2 quotes for the supply only of such a window with an extra over cost for the supply and fit of such a window.
- vii. Traffic Advisory Group Report – a spokesman for the group informed the Council that the group had identified that there was a need for a pelican or zebra crossing also at the community centre. County Cllr. Hopfensperger mentioned that some work was planned at this area in conjunction with the work necessary for the development at Bury North West. It was mentioned that the Council might be able to call upon S106 monies for such a project. Following circulation of a report produced by the Group, it was agreed that the following recommendations should be taken forward by the new Council after the May 2015 elections:
 - Continue with the regular ward walks with the Borough Councillor and relevant officers after the May 2015 elections
 - Remind the Highways Officer that he had agreed to the siting of relevant black boxes to monitor speeds and traffic movements between the Community Centre and the roundabouts at the bottom of Tut Hill; between the Parish Church and Pigeon Lane.
 - Monitor traffic movements throughout the village and in particular reference to future proposals within the Vision 2031 plan for the District
- viii. Ditch bordering the Golf Course and the B1106 – it was noted that SCC had claimed ownership of this ditch and that clearance work would be undertaken at the same time as other scheduled works within the village. It was noted that SCC will now be responsible for the clearing of the ditch and will schedule it into their routine cleansing work.
- ix. Memorial Garden – this was now partially planted and the Council's official thanks was offered to a parishioner for her work on this area. It was noted that the plaque was still to be ordered and erected.

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

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

- Budgets – both St Edmundsbury & SCC had set their budgets with both aiming to achieve savings of £1.5m and £38.2m respectively.
- Community Litter Picks – all equipment can be provided by St Edmundsbury along with advice.
- Litter – this was a priority for the Suffolk Waste Partnership Group which had recently reminded all District and Borough Councils that they had signed up to cleaning sections of the A14. It was agreed that there was more litter on A and B road and that there was a commitment by a local firm to clean Northern Way and Mildenhall Estate.
- Proposal at Tollgate Junction – requests had been received from residents to support a better long term solution than the one currently being proposed. She supports this and will be meeting with the Portfolio Holder for Highways and will mention this at future SCC Committee Meetings. She agreed that there was a need for a Transport Infrastructure Plan for the whole of the development and not a piecemeal approach.
- Corner outside Three Kings Roundabout – she confirmed that she had committed £2k for funds for this area.
- West Suffolk Operational Hub – she had attended the Great Barton drop in session at which the following issues were raised: concerns over the entrance and exit off the A134; more information needed on HGV movements; more information needed on public access movements; was it necessary to have 24 hours operation; environmental impact assessment required as the Council had a duty of care; which alternative sites had been explored and more information was needed on the design and mitigating factors with regards to noise and smells. She also confirmed that she would be taking a step back on this issue due to her role within the West Suffolk Waste Partnership and lead-in as local councillor for this proposal.

921 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM – a report for the period had been submitted by the Bury Rural SNT, who, due to staff sickness had been unable to attend – see Appendix A

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

- The Parish Council was thanked for recent work on the allotments with the removal of the Cherry Trees and Willow Stumps and was reminded that work was still needed on the front hedgerow.

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

923 FINANCE

- i. To review the Council's FOI Publication Scheme & Protocol for handling FOI requests and found both to be in order. Recommendation of acceptance of both was proposed and agreed by all. The Clerk informed the meeting that both documents would be uploaded to the website and that the former was a live document and changes would be made when necessary.
- ii. Report on the Council's Internal Controls – the Clerk and Chairman confirmed that they had carried out an audit on the Council's internal controls and found them to be in order and that there were no matters arising that required further attention with 3 recommendations - six monthly reminders for Councillors to monitor their Register of Interest documents; bi-monthly budget to actual statements and Clerk's contract to be reviewed after May 2015.
- iii. To review the Council's financial risk assessment for the current year and the Council's Asset Register – the former was assessed and found to be an appropriate assessment of the financial risk to which the Council was exposed and the latter was agreed with the addition of the second VAS sign at cost and dog and litter bins at a proxy value. It was further agreed that the register should reflect ownership by SCC of the ditch bordering the Golf Course.
- iv. Review of the effectiveness of Internal Control and the scope of Internal Audit – Council reviewed both documents and found them to be relevant to the parish council.
- v. Appointment of the Council's Independent Auditor – Council approved the appointment for a further year of the Internal Auditor of Heelis and Lodge. Once the Annual Return was received and completed the Clerk would arrange to meet with the Internal Auditor prior to the next meeting.
- vi. 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 B*).
- vii. Churchyard Wall – it was noted that no-one had objected to the application to carry out works to the Church Wall and that, due to the timescales involved with obtaining permissions and funding, start date not yet known as the contractor had firm offers of work from others. It was noted that the PCC had paid for the Faculty Fee. An update as to funding raised was received- the PC had allocated £4k; Historical Churches Trust had allocated £500 and a claim had been submitted to a trust operating nationally. It was also noted that a local Charity had been approached who had indicated that it would be minded to offer ½ of the balance outstanding. It was agreed that the Chairman should pursue this further. It was proposed and agreed that, with reference to the Council's current reserves, it should raise the order for the work and, if necessary, fund the work from its reserves and look to recoup the money from external funders, aif.
- viii. Tut Hill mini-roundabouts – it was agreed that the Clerk should inform Urban Forestry that, subject to the funds being raised, the Parish Council intended to raise an order in its favour for the work to repair the damaged area at the mini-roundabouts, in the sum of £3,795.73 ex VAT. It was noted that the official order could not be placed until written confirmation of the sums agreed from County Cllr. Hopfensperger's Locality Budget.
- ix. Review of the Clerk's contract – this would be carried out post the May 2015 elections.
- x. BT Phonebox – the Clerk was made aware of the poor state of the BT box which would be passed to BT for assessment for works to be carried out.

- 924 BOROUGH COUNCIL MATTERS
- i. Update on the Vision 2031 Documents – the Chairman reported that, following the presentations given by both Savills and Countryside Properties within Fornham All Saints and Howard Estate an update had been provided by Savills which confirmed that there had been a delay in the submission of the planning application and that work on the groundworks would not now commence until June / July. It was confirmed that any roadworks for the link road would begin by the golf course first.
 - ii. Parish & Town Liaison Group for Bury St Edmunds – Cllrs. Purnell and Quayle reported further that the second meeting had covered a number of financial matters and funding for projects connected to the expansion of Bury St Edmunds. It was noted that the call on S106 monies for the Bury North West site was now closed as sums had been allocated. The next meeting would cover issues raised with regards to existing and future infrastructure. It was noted that the meetings were between Officers from the Borough (and SCC when relevant) and Town and Parish Councillors only.
- 925 SUFFOLK COUNTY COUNCIL MATTERS
- i. Lark Valley Path – it was noted that the 2 pipes had now been removed and the bank repaired. No repairs had been undertaken to the footpath since the flooding. It was noted that the Environment Agency had no funding to carry out works and that since the boards had been removed and the river lowered the area was looking good. Council was in agreement that a working party was now needed to clear the rubbish that is now evident since the water level had been lowered. It was agreed to wait prior to pursuing the installation of a seat in that area. It was also noted that the Rights of Way Officer was in discussions with Highways over the siting of a grit bin within the grounds of the golf club along the River Lark Path.
- 926 PLANNING MATTERS
- i. Planning Application: DC/15/0445/TCA – trees in a conservation area notification – cut down to stump 1 Leylandii Tree @ Old Coach House, Tut Hill.
Council had no objections to the work being proposed, aif.
 - ii. Planning Application: DC/15/0276/TCA – trees in a conservation area notification – Cedar – reduce complete crown by 2m; Poplar – pollard tree at 6m from ground level @ 12 Rectory Meadow.
Council had no objections to the work being proposed, aif.
 - iii. Planning Application: DC/15/0330/TCA – trees in a conservation area notification – Maple – crown reduce by 50%.
Council had no objections to the work being proposed, aif.
- 927 CORRESPONDENCE RECEIVED SINCE LAST MEETING
- i. Letter from SCC re the Ipswich to Peterborough Passenger Rail Service Consultation – It was noted that the consultation date for this had now passed and that a response had not been necessary as the changes were not applicable to the parish council.
 - ii. West Suffolk – Making Local Democracy Better – engagement with local communities
 - iii. SCC - Education and Learning Infrastructure Plan for the County over the next 15-20 years
 - iv. Further correspondence was brought to the Council's attention with given on the May 2015 Elections
 - v. General correspondence and magazines were brought to the Council's attention.
- 928 PARISH COUNCILLOR'S REPORTS: the following reports were provided by the Cllrs. present
- i. Cllr. Guest – Vision 2031 had been covered elsewhere within the agenda
 - ii. Cllr Purnell – had dealt with issues relating to allotments – trees and hedging; landscaping; Church Wall; further work on the planning application for the floodlights at the Community Centre including a bat survey.
 - iii. Cllr. Clark Ward – confirmed that the website had been difficult to find and that with metatags and google analytics now was on the front page of any searches. Needed a

- launch and an article put in the village magazine. He would also arrange for the old website to be redirected to the new one.
- iv. Cllr. Gathercole – 2 working groups had carried out work to the overgrowth on Pigeon Lane; a working group would be set up to help clear along the River Lark footpath and banks; reported that the river behind Tescos and the Leg of Mutton had recently been cleared; some areas within the allotments had been cleared to the recently arranged skip but there were others that still needed clearing; hedges would be revisited once the birds had stopped nesting; the vegetation on allotment 11b needed clearing and the Council was reminded that a local farmer had offered his trailer for such waste.
 - v. Cllr. Grimshaw – a record was not being kept for Local Traffic Accidents; the 2nd VAS was now in place; the Traffic Advisory Group would be meeting to assess the potential impact on traffic through the village with regards to the proposed WSOH; he would be attending with the Chairman on a trip to Westcote to discuss issues over technology re the VAS.
 - vi. Cllr. Quayle – made the meeting aware of a different format of village magazine. It was agreed that he should investigate costs and layout and how this might be achieved either by a professional body or volunteers within the village.

929 DATE OF NEXT MEETING:

Annual Parish Council Meeting on 19th May 2015 commencing at 6.30pm in the Village Hall followed by the Annual Parish Meeting at 8.00pm.

There being no other business the Chairman declared the meeting closed at 9.54pm.



SaferNeighbourhood Teams

FORNHAM ALL SAINTS MEETING - POLICE REPORT

17th March 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.

Staff changes, unfortunately PC Sheena Tate has left the team after 15 years at Ixworth, Sheena has moved to another department.

Crime Statistics for the Parish:

There has been 1 crime of interest in the Parish since the last meeting:

Criminal Damage – 17-18/02/2015

Overnight on rural golf course damage has been caused to a wooden shelter by unknown means causing the front face to become detached

Speeding:

Since 12th February the team have conducted 14 speed checks resulting in 16 verbal warnings, 1 CSW letter, 4 Traffic offence reports (fixed penalty replacement).

News

There have been a number of thefts of domestic heating oil across the rural area. Burglaries continue to occur both during daylight and darkness targeting dwellings, outbuildings and garages.

Vehicles continue to be targeted in the Kings forest area with personal items regularly being stolen after vehicles are broken into.

Please be vigilant and report any suspicious activity immediately, where possible record descriptions of people and vehicle details.

Hare coursing

There have been a number of incidents of hare coursing in the local area recently. Please report any incidents that are seen, try to obtain descriptions of vehicles, people and dogs involved and call 999 immediately. This increases our ability to prosecute offenders.

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 the last meeting

194	V Waples – expenses – domain hosting & Skip	269.81	53.96	323.77	LGA 1972 s111
195	St Edmundsbury – planning fee for lights			97.50	Open Spaces Act 1906
				£421.27	

Current Account – cheques to be drawn

196	M Guest – salary			194.20	Open Spaces Act 1906
197	FAS Parish Hall – hire of hall			48.00	LGA 1972 s133
198	V Waples – expenses	115.28	12.17	127.45	LGA 1972 s111
199	The Morton Partnership – report on Church Wall	300.00	60.00	360.00	Open Spaces Act 1906
200	SALC	8.75	1.75	10.50	LGA 1972 s111
201	JRB Enterprise – dog bags	53.30	10.66	63.96	Open Spaces Act 1906
202	V Waples – salary			489.07	LGA 1972 s112
203	H Quayle – expenses	33.46	4.41	37.87	LGA 1972 s111
204	HMRC – tax due – January – March 2015			225.80	Inc & Corp Taxes
205	Suffolk Wildlife Trust – subscription			38.00	LGA 1972 s111
206	Mrs M Purnell – expenses	111.13	22.22	133.35	Open Spaces Act 1906
207	FAS Women's Institute			200.00	LGA 1972 s137
208	West Suffolk Hospital Charity			100.00	LGA 1972 s137
209	The Samaritans			100.00	LGA 1972 s137
210	Fornham Over 60s Club			200.00	LGA 1972 s137
211	1 st Fornham All Saints Brownie Pack			250.00	LGA 1972 s137
212	1 st Fornham All Saints Rainbow Pack			250.00	LGA 1972 s137
213	Suffolk Family Carers			100.00	LGA 1972 s137
214	Avenues East			100.00	LGA 1972 s137
215	Marie Curie Cancer Care			150.00	LGA 1972 s137
216	Macmillan Cancer Support			150.00	LGA 1972 s137
217	Vitalise			150.00	LGA 1972 s137
218	Age UK Suffolk			150.00	LGA 1972 s137
219	Cancer Research UK			150.00	LGA 1972 s137
220	West Suffolk Voluntary Association for the Blind			200.00	LGA 1972 s137
221	EACH			200.00	LGA 1972 s137
222	St Nicholas Hospice Care			200.00	LGA 1972 s137
223	CLIC Sargent			200.00	LGA 1972 s137
224	Suffolk Accident Rescue Service			200.00	LGA 1972 s137
225	Magpas			200.00	LGA 1972 s137
226	East Anglian Air Ambulance			200.00	LGA 1972 s137
227	St John Ambulance			300.00	LGA 1972 s137
	Sub Total Due			£5,478.20	
	Total			£5,899.47	

Bank Balances

Current account (as at 27.02.15)	£262.14
Deposit Account (as at 30.01.15)	£24,948.51
Less Invoices due for payment	£5,899.47
Less outstanding cheques	£621.20
	£18,689.98

Newsletter Account
Current Account – cheques to be drawn

77	Realise Futures – magazine			109.25	LGA 1972 S142 (2)

Bank Balances

Current account as at 27.02.15	£875.89
Less Invoices due for payment	£109.25
	£766.64