

## **FORNHAM ALL SAINTS PARISH COUNCIL**

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 17<sup>th</sup> January 2017 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 L Dawson**

**With Mrs Victoria Waples (Clerk), 5 members of the public and 4 Representatives from Bloor Homes.**

1131. 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.*

1132. APOLOGIES FOR ABSENCE  
i. Cllr. Braithwaite had submitted her apologies due to ill health.  
ii. Council consented to accept these apologies.

1133. DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTEREST  
i. Cllrs. Gathercole & Purnell declared Local Non Pecuniary Interests as Members of the Community Centre Committee and Village Hall respectively. There were no other pecuniary or local non pecuniary interests for the agenda under discussion. Councillors were reminded that they should regularly review their own Register of Interests and advise the Clerk of any changes within 28 days of the change.  
ii. There were no disclosures of gifts of hospitality exceeding £25.  
iii. There were no requests for dispensations with regards to the Agenda under discussion.

1134. MINUTES – approval of the minutes from the Parish Council Meeting of 15<sup>th</sup> November 2016 and 3<sup>rd</sup> January 2017, with an amendment to the list of attendees, were agreed by all and signed by the Chairman as true and accurate records.

*The Chairman proposed and it was agreed by all that the agenda be rearranged to allow the Public Forum to take place ahead of Parish Matters*

1135. PUBLIC FORUM – *to note the closure of the meeting to allow the following session to take place*  
i. to receive the following issues raised by the Public present:  
Representatives from Bloor Homes, who were currently preparing reserved matters proposals for up to 151 new homes on parcels G and H at Marham Park, Fornham All Saints, Bury St Edmunds were invited to submit a brief presentation on their proposals. The site is identified in the Vision 2031 document for Bury St Edmunds as the North West Bury St Edmunds expansion, adopted by St Edmundsbury Borough Council in December 2013 with the wider site being promoted for development by Countryside Properties, with outline planning permission for 991 new homes having already been granted. Bloor Homes was confirmed as a privately owned company with regional offices and had plans to build 2,500 homes in 2016-17 and 3,000 2017 -18, 450 of which would be in Suffolk and Essex.

The following points were made:

- Bloor Homes had purchased the two parcels of land centrally located and adjacent to the site that had been reserved for the school.
- Design code being followed was for an urban core with up to 3 – 4 storey in scale with 2.5 and 3 storey densities as appropriate
- Development was for 34-37 dwellings per hectare – wide mix – 1 to 4 bedrooms
- 30% affordable homes – 15 on Parcel G and 30 on Parcel H – mixture of 1 – 4 bed dwellings
- Traditional architecture
- Integrated scheme – cycle paths and footpaths all link

- 25% visitor parking provided – visitor bays at points within scheme
  - Suffolk Parking Standards adhered to: 4 bed dwellings – 3 spaces; 2/3 bed dwellings – 2 spaces; 1 bed – 1 space
  - G and H were separate parcels only connectivity is pedestrian link
  - Application was registered in December with an anticipated determination date of April. Tendering process would take place in May with a launch in July/August.
- ii. To receive questions and issues from members of the public present relating to Item 1135i - There were none received.
- iii. To receive comments from members of the public present on matters relating to the village:  
River Lark Proposed Works - it was noted confirmed that a member of the public had met with representatives from the Environment Agency and had walked along the River Lark from the Golf Course to Duck Sluice. It was noted that the proposal was to reinstate the river at this point to its original state of a chalk stream. This would involve permission from the Environment Agency but would require works such as narrowing the channel, removing / replacing trees, inserting swales to allow the river to flow. It was hoped that some sort of manual work to clear weeds etc could commence in the Spring. It was also confirmed that permission had been given from all landowners to gain access to the river and that the EA were happy for FAS to carry out work that was deemed appropriate but only in the parish of FAS. It was noted that a plan for works to be carried out will come forward to a Parish Council Meeting at a later date on conjunction with the Lark Valley Partnership.

1136. REPORTS ON PARISH MATTERS RELATING TO PORTFOLIOS HELD & in particular –

- i. Vision 2031 Meeting - following the additional parish council meeting earlier in the month at which Cllrs. Grimshaw and Quayle made the meeting aware that they had recently attended a Bury St Edmunds Vision 2031 Parish Liaison Meeting at which discussions had been had relating to transport issues in and around Bury St Edmund, Cllr. Grimshaw presented the meeting with his PowerPoint presentation on the issues facing the village vis-à-vis highways. It was agreed that this PowerPoint should form the basis of the presentation to the 2<sup>nd</sup> meeting with Highways Strategic Managers to enable the parish to make its own case regarding how any issues relating to the Developments proposed would affect FAS. It was agreed that advice was needed but there was a requirement to ensure that the actions taken to resolve any issues did not pose a further problem to a rural village e.g. street signs & clutter. It was agreed that the balance of maintaining a rural village in a safe environment should be paramount in any solutions coming forward.
- ii. To consider setting up a working group to take the website forward – it was noted that this was still to be set-up. The Chairman confirmed that he had reviewed the current website and that all links, apart from those regarding links to Councillor Interests worked. The Clerk agreed to review this link and if needed to St Edmundsbury for assistance. It was agreed that the non Parish Council specific pages required updating and further work. The Chairman and Cllr. Clark Ward agreed to meet to discuss further. It was also agreed that the Clerk would add a Planning section on to the website with a link to the Planning pages at St Edmundsbury.
- iii. To receive a report on matters relating to Asset Management – the following matters were discussed:
- Play Area reports – Cllr. Purnell made the meeting aware that he had met with the Borough's Parks Manager as a number of the reports quoted basic BS/EN numbers which in essence referred to equipment installed after 2008. As the equipment had all been installed prior to this date there were no particular major issues in general other than minor cosmetic ones that would be dealt with by the Parish Council. The report had however flagged up an issue relating to the Roundabout. The four seats needed to be urgently replaced. Cllr. Purnell agreed to obtain a quotation from Wicksteed Leisure for Council to consider. It was agreed that a working party in the Spring would be set up to take some of the issues forward.
  - Benches outside the Village Hall – work would be carried out soon.
  - Skatepark – issues with a number of items with regards to installation. As these comments had not appeared on any previous play area reports, Cllr. Purnell would seek clarification as to the severity of the issues raised.
  - Track to allotments – the Chairman and Cllr. Purnell were due to meet with the manager from Breheny to discuss whether the track could be widened and whether the deposit of hardcore would be a sufficient surface. Concern had been raised over the route taken by the Strategic Government Pipelines and Storage System aviation fuel line running beneath the track.

- Mini – roundabouts and paved area – whilst there were still some marks on the paved area it was agreed that these were weathering and that a clean by a contractor later in the year would suffice.
  - Flooding Mildenhall Road – it was agreed that this needed to be kept under review and noted that drainage/storm water drains would be installed over the coming weeks in the area of the new link road.
1137. TO RECEIVE REPORTS FROM THE COUNTY AND BOROUGH COUNCILLOR – County and Borough Councillor was invited to submit her report in which she mentioned the following:
- SCC Highways Department were organising a meeting on 23<sup>rd</sup> February 2017 with Officers from the Borough, Area Highways Managers, the 3 Fornhams and Great Barton to discuss issues surrounding the WSOH. It was hoped that by opening the meeting up in such a way there would be the opportunity for a strategic review of the issues being faced.
  - A1101 – SCC have commissioned a review of the whole stretch of the road which should cover the inconsistency of the speed limit as well as the many accidents along it. The parishes of Flempton; Hengrave and Tuddenham have also clubbed together to purchase a VAS as an interim extra measure.
  - Listed Buildings – impact of vehicles/HGVs – it was confirmed that there was no compensation to be had for any impact although some mitigating safety measures might be suitable.
  - Meetings with the Parish – she confirmed the dates that an Officer from Highways and herself were able to meet with the Parish Council to discuss issues relating to FAS
  - Flooding Mildenhall Road – both the Borough and the County were aware of the historical problems of flooding on this stretch of road and investigative work might be appropriate once the works by Breheny had taken place
  - SCC Budget – the County Council would be considering budget proposal at Cabinet meeting on 24<sup>th</sup> January which would then go before full Council on 8<sup>th</sup> February. Proposals were for £31.4m of savings and an increase to Adult Social Care Precept from 2 – 3% which would impact on a Band D property by £11 per year for this part of the Council Tax only. The meeting was reminded that monies raised for Adult Social Care were ring fenced.
  - Borough Council Budget – this matter had been deferred until the issue relating to Councillors Allowances had been resolved.
  - Bury St Edmunds Town Centre Review – a Town Centre Masterplan Working Party had been set-up to look at the impact of and peripheries of the town centre. There would be a 6 week consultation to cover aspects such as design and traffic flow.
  - Westley Bridge – note dates for closure. Pedestrian access would be in place along with diversions. There would be no waiting restrictions imposed on some routes.
  - Broadband for the Community Centre – funding can be sourced from St Edmundsbury Locality Budget.
  - When questioned she confirmed that the £7.2 road improvements needed for Bury St Edmunds expansion would be funded from a S106 agreement and that Bury Transport Team had identified that £2.75m would be needed to fund transport improvements in Bury St Edmunds. She further confirmed that all the LEP monies had gone to fund the Eastern Relief Road and that generally LEP monies would be used to fund infrastructure projects on economic grounds. She did however agree to ascertain whether any LEP monies could be used locally and in particular within FAS.
1138. TO RECEIVE A REPORT FROM THE BURY SAFERNEIGHBOURHOOD TEAM –
- i. Nothing new had been received from the SNT.
  - ii. The meeting was made aware of a number of issues relating to parking opposite junction with Pigeon Lane – it was agreed that those parking on the pavement opposite the turning to Pigeon Lane were causing an obstruction and impacting on the safety of other road users. Agreement was forthcoming that such incidences should be reported to the Clerk for onward submission to the local SNT.
1139. TO RECEIVE THE CLERK'S REPORT INC. FINANCIAL TRANSACTIONS
- i. 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.
  - ii. To consider the recommendation of approval of donations to be made as per the list in Financial Appendix B - Council approved the donations as per list B and agreed that the cheques could be signed and sent out prior to the next meeting, aif.

- iii. To receive the bank balances and budget to actual statement – Council noted the bank balances stood at £14,322,44 The Budget to Actual statement for the Quarter ending 31<sup>st</sup> December 2016 was presented and noted by all. It was acknowledged that Council was over budget only due to the costs associated with the fencing around the Play Equipment on the Recreational Ground and necessary repairs to the Play Equipment itself. Discussion of reserves would take place at the next parish council meeting in March when the Council would consider projects moving forward. Council noted the receipt of monies from HMRC in settlement of the VAT claim in the sum of £1,375.32
- iv. To consider the costs involved in the erection of village gateway signs – it was noted that this matter was still no further forward and that details on costs and designs from SCC's Highways Department were still awaited. It was agreed that this would be removed from the agenda until further information was forthcoming.
- v. To consider the indicative costs for the installation of a gate across the main access road off the A1101 – this was in abeyance until the Chairman had had a chance to meet to discuss further with landowners issues relating to access and pipelines.
- vi. To consider further the costs involved with and the feasibility of the purchase of the BT Telephone Box outside of the Village Hall for use as a base for a community defibrillator – it was agreed to suspend this item until Cllrs. Braithwaite and Dawson had investigated further on the feasibility of such a project. In principle, Council was in support of the proposal and was also made aware that training defibrillators were available.
- vii. To consider the costs for sowing wild flower seeds along Pigeon Lane – Cllr. Gathercole confirmed that she had approached Thomson & Morgan Seeds for the costs of sufficient seeds to cover the area. This was still awaited and in the meantime it was agreed that the Chairman should approach Countryside Properties and ask them whether they would contribute to the costs of such works, aif.
- viii. To consider the final draft of the Budget for 2017 – 2018 - Council was made aware that confirmation had been given that Council Tax Referendum principles had not been extended to parish and town councils in 2017/18 and that the Secretary of State for Communities and Local Government had indicated that all town and parish councils were expected to show constraint when setting increase that were not a direct result of taking on additional responsibilities. The draft budget sheet was discussed and it was agreed that the proposed budgetary expenditure of £21,066 be accepted as a workable budget, aif. It was proposed and agreed that the Council would set a precept in the sum of £20,066, aif. The form to be served by the Parish Council (the precepting authority) on the Borough Council (the charging authority) was signed showing that the precept of £20,066 was to be levied on the parish, resulting in an increase of 13.70% or £7.67 per annum on a Band D property.
- ix. To consider the costs involved in providing further lighting along Pigeon Lane and at Pound Meadow – this was appended until the next meeting to allow costs to be collated.
- x. To consider the costs involved in providing solar lighting along the pedestrian section of Pigeon Lane – this was appended until the next meeting to allow costs to be collated.
- xi. Village Hall Fees – the Council was made aware of the increase of hire charges per session from £16 to £18. Council agreed that this charge was acceptable, aif.

1140. BOROUGH COUNCIL MATTERS –

- To consider an update on the Bury North West Development – Council was made aware of an email received from Countryside Properties which covered the following points:
- Our Contractor was off for three weeks over Christmas returning to the site on the 9<sup>th</sup> January so not very much has gone on over the last month.
- No further problems with trespasses on the site, vigilance will be maintained on this matter.
- Two other house builders now on the site, Bloor Homes and David Wilson Homes alongside their own house building team, both Bloor and David Wilson look to make a start on site this spring, their own team in June 2017.
- It is quite normal for these larger sites to be shared in this way, it helps to speed up construction and will mean the site is completed much earlier than otherwise would be the case and therefore minimising local disruption.
- Countryside Strategic remain responsible for the overall management of the site and meeting the requirements of the planning consent and section 106 agreements, however Bloor and David

Wilson will make their own planning applications for their land parcels which will come with further planning restrictions and requirements.

- Breheny have started the foul drainage connection from Pigeon Lane to serve our site in Mildenhall Road, hence the current traffic management, this will be completed by mid-February 2017.
  - Some trees will be removed, with the consent of St. Edmundsbury Council in the tree belt adjacent to the site alongside the boundary with the Industrial estate, this is required to enable installation of the acoustic fence as required by the planning consent. This work will be completed in February with the fence being erected shortly after.
  - Other work continues on site constructing roads, sewers and installing services to serve the future housing.
- ii. To consider a report from the Chairman and Cllr. Grimshaw on the Parish Liaison Meeting held with the Borough on 19<sup>th</sup> December 2016 including the receipt of SCC's Local Transport Plan 3 and the Bury St Edmunds Draft Transport Strategy and to agree further representations to Highways on outstanding matters – Council noted the reports and agreed that the item had been previously covered under Agenda Item 1136 i.
  - iii. St Edmundsbury Borough Council – letter from Cllr. Julia Wakelam, Mayor of St Edmundsbury – the Council received a letter from the Mayor indicating either her or her successor's willingness to attend community events and/or attend a future parish council meeting. It was agreed that the Chairman would write thanking the Mayor for her letter and confirming the Council's appreciation and acceptance of the offers indicated.
  - iv. Suffolk Highways – road closure of Westley Bridge on Newmarket Road, Bury St Edmunds from 13 February to 7 April 2017 – Council noted the closure dates and that there would be "No waiting" restrictions in place along Westley Road; Tollgate Lane and West Road at various times of the day.

1141. SUFFOLK COUNTY COUNCIL MATTERS:

- i. Lark Valley Path – there was nothing further to report.
- ii. To receive an update on the Programme for the Organising of Community Action on the River Lark - the Vice-Chairman provided the meeting with an update on the outreach exercise for the River Lark Catchment Partnership proposed for 2017 and reminded the meeting of the possibility of a representative from the Bury St Edmunds Trout Club giving a talk about the award winning restoration work carried out on the Lark at Lackford and their hopes to further involve the community with restoration at Fornham or by possibly having aquatic insect monitoring carried out there. It was also noted that a request for financial assistance for equipment for this project would be submitted to the Council for considerations under S137 Donations.

1142. PLANNING MATTERS

- i. To consider the information provided by West Suffolk Principal Planning Officer on Neighbourhood Plans and to discuss the way forward – there was nothing further to report and the meeting discussed whether a Village Design Statement might be more suited for the parish of FAS. The Clerk was asked to investigate further.
- ii. There were no planning applications for consideration. Council noted that an extension until 7<sup>th</sup> February had been given to the Parish Council to allow it time to meet formally to consider the Bloor Homes application for Parcels G and H at Marham Park.
- iii. Council was informed of the following decisions as determined by the Borough Council:
  - Permission for the retention of carport including porch @ Valentine House, The Street
  - Permission for tree works at Valentine House, The Street

1143. CORRESPONDENCE RECEIVED SINCE THE LAST MEETING –

- i. General correspondence and magazines were brought to the Parish Council's attention. It was noted that general correspondence was passed on to Councillors in between meetings via email.

1144. DATE OF NEXT MEETING: Parish Council Meeting on 21<sup>st</sup> March 2017 commencing at 7.30pm.

There being no other business the Chairman declared the meeting closed at 10.02pm.

**FINANCIAL APPENDIX A – ACCOUNTS PRESENTED AT THE MEETING**

		Nett	VAT	Gross	Power Used
<b>Current Account – movement since the last meeting</b>					
351	FAS Newsletter – allocated sum	900.00		900.00	LGA 1972 s154
	<b>Sub Total Paid out</b>			<b>£900.00</b>	

**Current Account – cheques to be drawn**

352	FAS Parish Hall – Hire of Village Hall			32.00	LGA 1972 s133
353	V Waples – Salary			689.47	LGA 1972 s112 (2)
354	V Waples – Expenses			289.70	LGA 1972 s111
355	M Guest – Litter Picker			339.48	Open spaces Act 1906 s 9 & 10
356	H Quayle – Expenses			7.93	LGA 1972 s111
357	S Gage – Computer repairs			35.00	LGA 1972 s111
358	CPRE Membership			36.00	LGA 1972 s111
359	SALC – Suffolk Cloud Website Training	22.00	4.40	26.40	LGA 1972 s111
360	HMRC – PAYE due			181.13	Income & Corp Taxes
	<b>Total Due</b>			<b>£1637.11</b>	

**Income received since the last meeting**

	Dividend Interest			0.14	
	HMRC – VAT reclaim			1375.32	
	<b>Total Income Received</b>			<b>£1375.46</b>	

**Current Account – income received since the last meeting**

	<b>Bank Balances</b>				
	Current account (as at 30.12.16)			£257.64	
	Deposit account (as at 31.12.16)			£15,701.91	
	Sub Total			<b>£5,969.55</b>	
	<b>Less invoices due for payment</b>			<b>£1,637.11</b>	
	<b>Less outstanding cheques</b>				
	<b>Plus unaccredited lodgements</b>				
	<b>Bank Balance</b>			<b>£14,322.44</b>	
	General Reserves:			£10,232.44	
	Earmarked Reserves:				
	Repairs to play equipment			2,000.00	
	Churchwall repairs			1,000.00	
	Allotment maintenance			8500.00	
	Newsletter Account			240.00	
				<b>£4,090.00</b>	

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

	Drawn since the last meeting				
94	P& S Brooklyn – Dec/Jan Production			152.50	LGA 1972 s142
	<b>Total Due</b>			<b>£321.85</b>	
	Cheques to be drawn				
95	Community Workshop Ltd			140.47	
	<b>Bank Balance</b>			<b>£1003.89</b>	
	Less outstanding cheques			£292.97	
	<b>Balances</b>			<b>£710.92</b>	