

FORNHAM ALL SAINTS PARISH COUNCIL

Minutes of the Parish Council Meeting of Fornham All Saints Parish Council held on 14th January 2019 at 7.30pm in Fornham All Saints Village Hall, The Green, Fornham All Saints.

Members Present:

Cllr. Howard Quayle – Chairman

Cllr. Paul Purnell

Cllr. Bernard Grimshaw

Cllr. Liz Hodder

Cllr. Enid Gathercole – Vice Chair

Cllr. Jill Mayhew

With Mrs Vicky Bright (Clerk); 8 Members of the Public in attendance.

1365. 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.

1366. APOLOGIES FOR ABSENCE

- i. To receive apologies for absence – Cllr. Matthew Stewart.
- ii. To consent/non consent to absence. - Consent given.

1367. DECLARATIONS OF INTEREST –

- i. To receive disclosures of pecuniary and local non pecuniary interests for the agenda under discussion – Cllr. Purnell and Cllr. Gathercole declared a Local Non Pecuniary Interest in the Village Hall Committee under agenda items 9i.
- ii. To receive disclosures of gifts of hospitality exceeding £25 – none received.
- iii. To consider requests for dispensations – none received by the Clerk.

1368. MINUTES – to approve the minutes from the Parish Council Meeting of 20th November 2018.

Resolved 19/01/3.01

An amendment was made and approved under Item 1359 (i), to correct the word 'boom' to 'book'. The Minutes of the meeting held on 20th November 2018 were adopted as true statement and signed by the Chair (HQ).

1369. PUBLIC FORUM

- i. To receive questions and issues raised by the Public on matters relating to the Agenda under discussion: None.
- ii. To receive questions and issues raised by the Public on matters relating to the village –
 - The Clerk was asked to report the contractors signs left scattered around the village and the rubbish left around at Marham Park development.

1370. TO RECEIVE REPORTS FROM THE COUNTY AND BOROUGH COUNCILLOR – County & Borough Councillor Cllr. Rebecca Hopfensperger reported the following items;

SEBC

- West Suffolk have approved the Polling Stations for May 2019, there is no change to the Fornhams.
- West Suffolk have agreed to adopt the West Suffolk Coat of Arms for the new One Council. The decision on whether it will be a District or Borough Council, or whether to have a Mayor or Chairperson has been deferred until the new Council is formed. Bury Town Council are looking at re-visiting the idea of having a Mayor.

SCC

- The Budget goes to Cabinet in January 2019 and then to Full Council in February 2019.

1371. POLICE SERVICE REPORT/NEWSLETTER (SNT)

SNT newsletter is available to view at; www.suffolk.police.uk/your-area/snt-newsletters

1372. COUNCILLOR VACANCY CO-OPTION

The Clerk advised that one application had been received from Mr. David Jansons, a resident of Tut Hill. Cllr. Gathercole proposed co-option of Mr. David Jansons, this was seconded by Cllr. Quayle and a vote was unanimous for co-option. Mr. Jansons accepted the position of Councillor.

Resolved 19/01/7.01

Cllr. D. Jansons signed the declaration of office of Councillor and this was witnessed and countersigned by the Clerk. The Clerk is to email Cllr. Jansons the Council's Governance documents and the Good Councillor Guide, along with a Register of Interests form to complete. The Clerk is to look into training for Cllr. Jansons.

1373. TO RECEIVE REPORTS FROM PARISH COUNCILLORS RELATING TO PORTFOLIOS HELD and in particular:

- i. To receive an update on the Rougham Highways Meeting on 07/12/2018 and any action taken, and update on Highways Issues;
 - A1101 safety Report / Lackford Meeting Update –
David Chenery has now approved to put forward changes to speed limits to be agreed (TRO's pending). The Design & safety Team are putting together information for consultation on signage, structure, linage and approval for potential extra VAS.
 - Pedestrian Crossing Application Update
Cllr. Hopfensperger advised that the old plans were being reviewed, with costings then to be put together for funding from the Locality Budget for 2019-2020.
 - Tut Hill Closure Options / PC Comments for submission
Cllr. Hopfensperger advised that plans are confirmed to elongate and raise up the traffic island, to repaint white lining and to replace verges marking posts. It is hoped Tut Hill will re-open end of January 2019. Traffic flow will then be monitored, before proposals for future plans for Tut Hill are consulted upon. Extra posts have also been ordered to replace those in The Street. Signs stating Unsuitable for HGV's have been installed on HydeWood Mere Lane.
 - Village Clean Up and SCC Self Help Scheme Update
 - Cllr. Quayle & Cllr. Grimshaw are to attend an Engagement session on 15th January 2019 regarding the Self Help Highways Scheme. The Clerk has confirmed that volunteers will be covered under the Parish Council's Insurance. A Test Pilot Scheme is to be tested with Highways, and a legal agreement is being drafted. Cllr. Hopfensperger is to look into the possibility of combining Lorry watch with the Self Help Scheme.
 - Gaughton House 'Soakaway' Update
 - The slot drains works was completed by Christmas; on inspection the water is now moving freely. A bi-annual schedule has now been agreed. Regular cleansing schedule, including Tut Hill has been arranged.
No trace of a soakaway within Gaughton House has been found.

Cllr. Grimshaw also reported that Extra VAS sites in the village are being considered and Cllr. Grimshaw is to complete the Self-Assessment forms to be sent to SCC for approval.

- ii. To receive an update on the project to set up a Community Self-Help Group (Good Neighbour Scheme) & the 'Rural Coffee Caravan';

Cllr, Mayhew reported that no response from the request in the newsletter had been received, regarding volunteers for the 'Good Neighbour Scheme'.

The 'Rural Coffee Caravan' run by CAS is to be invited to the village, the caravan offers Friendship, Support, Advice & Signposting Information. This is to be arranged for Spring 2019.

- iii. To receive an update for the Allotments & Formally Agree Quotes for Tree Works and Landscaping;

Cllr. Purnell reported that the tree and landscaping works to the allotments and playing field are partially complete, with the remainder scheduled to be completed soon. It was agreed to ask the contractor to also tidy the footpath from the play area to the housing estate. Two quotations were received and considered, from DM Landscapes and Urban Forestry.

Resolved 19/01/8.01

It was formally agreed to accept the quote from DM Landscapes for £1,830.00 for the tree works and landscaping works to the playing field and allotments.

The track to the allotments is hoped to be done in Spring, with Steve Lumley offering all the plainings needed, free of charge. Charlie Browne is to lay the plainings.

Thanks were given to Richard Clarke and Richard Taylor for their help and hard work at the allotments and for fixing the gates after the break-ins.

iv. To receive a report on the play area repairs to existing equipment and formally agree the Wicksteed Quote Cllr. Purnell reported that all the repairs to the play area equipment had now been completed. He also advised that he had repaired the broken slats on the fence and remove the broken latch on the gate. Two quotes for the works were received from Wicksteed and Playquip.

Resolved 19/01/8.02

It was formally agreed to accept the quote from Wicksteed for £2,128.07 for the play area repairs and maintenance.

1374. TO RECEIVE THE CLERK'S REPORT

i. To receive an update on the following items (for information only):

➤ Update on Defibrillator Project;

Cllr. Enid Gathercole reported that the Defibrillator is now in Kiosk, and is in the process of registering with the East Anglian Ambulance Service. The Public Awareness Session is to be arranged. Cllr. Gathercole will be the designated contact and will check the Defibrillator weekly, with Cllr. Purnell as back-up.

➤ Website to be reviewed and procedure agreed for updates;

The Clerk is to undertake training on the website and will then carry out updates and improvements.

The Clerk is also to look into our web hosting provider and contract, before its due for renewal in February 2019.

➤ To discuss future physical storage of PC Documents & Archiving;

The Clerk and Chairman are to also go through the archive Parish Council files and store as required. They will continue to be kept at the hall for the interim.

1375. FINANCIAL TRANSACTIONS

i. To consider and approve payments as per the list:

Resolved 19/01/10.01

Agreement was forthcoming that the payments as scheduled be approved. Cheques were signed by HQ & EG.

PC Account	Mr M Guest	Litter picker	1632	£184.62
PC Account	Mr H Quayle	Expenses	1633	£62.65
PC Account	Mrs V Bright	Mileage & expenses	1634	£61.19
PC Account	Fornham village hall	Hall hire	1635	£80.00
PC Account	JRB Enterprise Ltd	Dog Waste refill bags	1636	£63.96
PC Account	SEBC	Churchyard grass cutting	1637	£729.66
PC Account	Mrs S Brooklyn	Postage	1638	£2.00
PC Account	Mrs E Gathercole	Plants	1639	£29.96
Newsletter A/C	FAS Parish Council	Reimburse newsletter costs	0181	£702.43
Newsletter A/C	Mr P & Mrs S Brooklyn	Village Voice Editor	0182	£182.50
Newsletter A/C	Community Workshop	Village Voice printing	0183	£160.68

ii. To receive the Bank Balances to date:

It was noted that bank balances stood at £27,206.67 across both of the main Parish Council accounts and the Newsletter account. The Clerk presented a list of Income/Expenditure since the last meeting.

Resolved 19/01/10.02

The accounts and Bank Reconciliation were agreed and signed as a true statement by the Chair, Howard Quayle (HQ).

iii. To receive an update on Bank Mandate changes:

Cllr. Quayle is to visit the bank to confirm the address details for the Fuel Charity Account and to request recent statements.

iv. To Review & Approve the Budget to Actual Report to 31st December 2018:

Resolved 19/01/10.03

The Budget to Actual Report for 2017-2018 was scrutinised and adopted and signed as a true statement by the Chair, Howard Quayle (HQ).

v. To Adopt the Projected Budget for 2019-2020:

The Clerk advised that the Tax base had decreased from last year to £270.91, due to the loss of the Marham Park properties to the village boundary. Elections for May 2019 also has to be included within the Budget for next year, at an estimated cost of £2,000.00. The projected expenditure for 2019-2020 stands at £27,458.00.

Resolved 19/01/10.04

It was agreed to adopt the projected budget for 2019-2020 and it was signed by the Chair, Howard Quayle (HQ).

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vi. To Approve and Adopt the 2019/2020 Precept Figures:

Resolved 19/01/10.05

The Precept figure for 2019-2020 was agreed at £21,796.00, this is a 16.85% increase - £11.60 per annum per household (Band D).

vii. To Receive a Report on the Village Magazine Revenue and Outstanding Debts:

Cllr. Gathercole reported that she has again chased the last two outstanding debts from advertisers; Clean Plumber and Tasha Jade Beauty, at £35 each outstanding. CE Tutors still owe £12, but they went out of business in the summer. The Clerk is to look at chasing this debt. Cllr. Mayhew confirmed she will take over the invoicing once the debts are cleared.

1376. BOROUGH COUNCIL MATTERS

i. To receive applicable updates on works at Marham Park, Bury St Edmunds:

No update.

1377. SUFFOLK COUNTY COUNCIL MATTERS –

i. Update on Tut Hill and Link Road B1106 & to consider impact and action for Hyde Wood/Mere Lane: See Item 5.

Signage stating unsuitable for HGV's have been installed on Hydewood/Mere Lane. Increased traffic was seen during the temporary Tut Hill closures, it was discussed that the question of how to control excessive vehicle movements on Mere Lane needs to be asked when considering the future of Tut Hill.

ii. Discuss the appearance of the traffic cone on the Highway, opposite the old shop

A traffic cone has appeared in the road, it moves in and out of the road by Pigeon Lane. Highways has not accepted any ownership and is not aware of any problems in the area. It is believed the cone is there to stop HGV's hitting a hollow in the road from road repairs, shaking adjacent properties foundations. Cllr. Hodder has removed the cone for safety reasons. The Clerk is to report the cone and a BT cone left in the village to Highways

1378. PLANNING MATTERS

i. To consider the following planning applications:

DC/18/2236/FUL - Variation of Condition 2 of DC/18/0191/HH to enable amended drawings to change flat grass roof to lean to pitch with matching tiles and fenestration for the Single storey rear extension Location 8 Chestnut Close Fornham All Saints

Resolved 19/01/13.01

No Objections to application DC/18/2236/VAR

DC/18/2372/HH - Single storey rear extension Location 8 Pound Meadow Fornham All Saints

Resolved 19/01/13.02

No Objections to application DC/18/2372/HH

DC/18/1808/RM - Reserved Matters Application - Submission of details under DC/13/0932/HYB - the means of access, appearance, layout and scale for the construction of three storey care home with 66no. bedrooms Location Parcel E Land North West of Bury St Edmunds, Tut Hill, Fornham All Saints,

Resolved 19/01/13.03

No objections to application DC/18/1808/RM.

- ii. To receive notification of the following planning applications determined by the Borough:
DC/18/2131/TCA - Trees in a Conservation Area Notification - (i) 3no. Silver Birch (1, 2 and 3 on plan) - Crown reduction in by 3 metres and lateral spread by 1.5 metres all round; (ii) 1no. Silver Birch (4 on plan) Crown reduction by 4 metres in height and lateral spread by 2.5 metres all round
LOCATION 1 Dairy Drive, Fornham All Saints, Bury St Edmunds, Suffolk – Approved 3rd December 2018.

1379. CORRESPONDENCE RECEIVED SINCE LAST MEETING

- i. Discuss correspondence received regarding Holiday Lets at the Golf Course:
No formal application has been submitted to the Planning Authority for this pre-application for timber lodges on the edge of the Golf course.

Residents have been sent a letter by one resident, who has been talking with Mr. Harris regarding the trees.

- ii. Pound Meadow Posts:

There are several wooden posts on footways in the village, Pound Meadow, the footpath to the hall, these posts have no reflectors and are not very visible at night. Cllr. Mayhew is to give the Clerk a list of the posts and the Clerk will approach Highways/PROW to discuss options for improving visibility.

- iii. Minerals & Waste Local Plan:

Notice is hereby given, in accordance with Regulation 22(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012, that Suffolk County Council has submitted the Suffolk Minerals & Waste Local Plan on the 21 December 2018 to the Secretary of State for Housing, Communities and Local Government.

Copies of all the relevant submission documents can be viewed on the Suffolk County Council website and can be reached by following the link provided:

<https://www.suffolk.gov.uk/council-and-democracy/consultations-petitions-and-elections/consultations/minerals-and-waste-local-plan-consultation/>

The documents can also be viewed at the main Suffolk County Council offices at Endeavour House, 8 Russell Road, Ipswich, IP1 2BX.

1380. MATTERS FOR NEXT AGENDA & DATE OF NEXT PARISH COUNCIL MEETING BEING 15th JANUARY 2019

- Highways – A1101 / Tut Hill Update (BG)
- Pedestrian Crossing Update (Clerk/BG)
- Village Clean Up & SCC Self Help Scheme Update (HQ/BG)
- Defibrillator Public Awareness Session Update (EG)
- Bank Mandate Update
- Elections – May 2019 Information
- Wooden Posts in Village Options/Update (Pound Meadow)
- Village Voice accounts/invoicing procedure
- Website Update
- Fuel Charity / Allotments Report

There being no other business the Chairman declared the meeting closed at 9:50pm.

Signed: *Howard Quayle*
Chairman, Fornham All Saints PC

Date: 19th March 2019

