**Councillors present**: Cllr. J. Borrett - Chair (JBo), Cllr. M Collier - Vice Chair (MC), Cllr. P. Borrett (PBo), Cllr. P. Butler (PBu) – left at 8:30pm, Cllr. S. Eley (SE), Cllr. F. Stennett (FS) & Cllr. P. Forster (PF).

**Also present:** Vicky Bright, Clerk PC. Cllr. Rebecca Hopfensperger – WSC/SCC and 4 members of the public.

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| **ITEM**    **22/11/1**  **22/11/2**  **22/11/3**    **22/11/4**    **22/11/5**      **22/11/6**  **i**    **ii**    **iii**        **iv**  **v**  **vi**      **vii**    **viii**    **ix**    **22/11/7**  **i**  **ii**    **iii**      **iv**    **v**    **vi**      **22/11/8**  **i**  **ii**  **iii**  **iv**    **v**    **22/11/9**  **22/11/10**  **i**  **ii**        **iii**    **iv** | **PUBLIC FORUM:**  **Chairman’s Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):**  **Apologies:** None.  **Declaration of Members’ Interest (for items on the agenda) – LGA 2000 Part III:**  Cllr. Stennett declared an interest in Items 6 i) & 6 iii).  **Councillor Vacancy Co-Option:**  Removed from Agenda, as position now filled.  **Approval of the Minutes of the Parish Council meetings:**  **Meeting held on 13th October 2022 – LGA 1972, Schedule 12, para 41(2):**  **Resolved 22/11/4.01**  The minutes of the Parish Council meeting held on 13th October 2022 were adopted as a true statement and signed by the Chairman (JBo).  **Local Authority Reports:**  **County & District Councillors:**  Cllr. Hopfensperger gave updates on the following agenda items; 6(i), 6(ix), 7(i), 7(ii) and will action the following issues raised by the PC and residents during her report;   * To enquire what the 30-day road closure at the BMW Garage is for, and why the PC weren’t notified in advance. * To report the trees by the roundabout that are dead and leaning dangerously, the Clerk is to forward the photos and online SCC Ref No. etc. * The parking obstructions caused by contractors and other workmen at the new build on The Street – Cllr. Hopfensperger advised she has already reported this to the SNT Enforcement Team, the Clerk is to back this up with a separate report to the SNT from the PC, with photos. * To feedback to enforcement that the temporary footpath on the Golf Course has inadequate signage * Cllr. Stennett is to forward street light reports for No.’s 27 & 28 for follow up.   **Planning (For Consideration):**  **DC/22/1831/FUL – a. reconfiguration of second floor roof to existing bedroom wing b. four storey linked extension creating 46 bedrooms. Location: All Saints Hotel, The Street, Fornham St Genevieve**  The Clerk is to ask for an extension of time to discuss at the next meeting, as further clarification on the application is needed and the planning portal has been down for maintenance, meaning the PC could not look at the plans and application fully.  Cllr. Hopfensperger advised that the Planning Officer had informed her that despite rumours, a site visit had confirmed that no works on this application have started! She also confirmed that the Agent has been told by Enforcement that they need to remove the soil that has been piled up around the protected trees on site.  **AP/22/0048/STAND – DC/21/2166/VAR Variation of condition nine of DC/16/2792/FUL to enable the site covering phase two to be occupied for holiday accommodation without a restriction on the length of stay for the change of use of park land to land for siting of 26 additional holiday lodges with access from B1106 – extension to previously approved application SE/05/02293; construction of access road, parking spaces and hardstanding bases and associated landscape planting and infrastructure. Location: The Dream Lodge Group, Fornham Park, Fornham St Genevieve**  **Resolved 22/11/6.01**  It was agreed that no further comments are to be submitted and the Clerk is to reiterate our previous comments.  **AP/22/0049/STAND – DC/21/2164/VAR- variation of condition five of DC/15/0662/VAR to enable the site covering phase one to be occupied for holiday accommodation without a restriction on the length of stay for a. change of use of land to nine hole pay and play golf course with changing room facilities and associated landscaping b. 26 timber lodges, manager’s lodge and associated landscaping. Location: The Dream Lodge Group, Fornham Park, Fornham St Genevieve**  **Resolved 22/11/6.02**  It was agreed that no further comments are to be submitted and the Clerk is to reiterate our previous comments.  **(For Information Only):**  **DC/22/1378/FUL – RETROSPECTIVE APPLICATION – outdoor gymnasium with open sided exercise shelter and moveable exercise equipment Location: All Saints Hotel, The Street, Fornham St Genevieve** – *Decision Pending!*  **DC/22/1600/TPO – TPO 030 (1960) – Tree preservation order – one Sweet Chestnut (T1 on plan, within A5 on order) pollard to four metres above ground level. Location: The Laurels, Parklands Green, Fornham St Genevieve** – *Decision Pending!*  **DC/22/1339/FUL – a. change of use from cafe (Class E) to mixed use for cafe (Class E) and function events (Sui Generis); b. single storey front and side extensions; c. opening hours to be 8.30am to 4pm Monday to Sunday and Bank Holidays, opening hours for events 5pm to 12am Monday to Sunday and Bank Holidays Location: Fornham Business Court, Unit 11 The Drift, Fornham St Martin**  The applicant attended the meeting and advised members that an amended application has been submitted to the LPA, removing the change of use, with only daytime hours; with possible Sunday 9-4 and the extension being requested. The PC is awaiting the re-consultation.  **DC/22/1494/HH –** [**a. single storey first floor extension with balcony b. installation of door to side elevation c. single storey rear extension**](https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RH4408PDLII00&prevPage=inTray)**. Location: Larks Pool, Mill Road, Fornham St Genevieve Suffolk** - Approved 21st October 2022.  **Update on Planning Appeal 22/0039/STAND (Application DC/21/1142/FUL a. change of use of part of golf course for the siting of 15 caravan lodge holiday homes b. associated infrastructure Location: All Saints Hotel, The Street, Fornham St Genevieve)** – *Pending Appeal Decision!*  **Update Enforcement Ref: St Johns Plantation/Golf Course Trees EN/21/0057 & B1106 Ditch (SCC)**   * St Johns Plantation EN/21/0057 - There has been an arboriculture consultation by Place Services added to the planning application which states;   "It is clear from a desktop investigation that there have been trees removed to facilitate the construction of the gym and it is likely that the removals would not have been approved without suitable justification being submitted to the Local Planning Authority."    The case officer from the LPA, Tamara Benford-Brown, provided photographs to Place Services and briefed them that we have previously investigated alleged removal of protected trees. They clarified that from visits to the site it does appear that some trees have been removed from the Plantation but from a legal perspective they had insufficient evidence to prove beyond reasonable doubt what trees have been removed and whether they would have come within the definition of trees protected by the order. The action taken is that they have asked the developer to provide an enhanced landscaping and planting scheme that they will then secure via condition, if the application moves to approval. They are still awaiting those details from the applicant, along with other details requested by our Public Health and Housing team.  The Parish Council would argue that the LPA were provided with photographic evidence that trees had been removed and it was clearly evident on Google Maps, and that the TPO on the wood, covers all the trees. We are also concerned that the enforcement for the tree planting will not be enforced, if the application is refused, how will the re-planting scheme be enforced and what about the previous replanting schemes that still haven’t happened.   * B1106 Ditch & Footway/Trees – SCC Enforcement have confirmed the ditch has been cleared and put back to an original state with clear run throughs. The footpath damage has also been repaired. The ditch has now been added to SCC Cyclic program. The re-planting scheme needs to be approved by Forestry Commission – who will be enforcing this? * B1106 Temporary Access – The new opening, created to remove the trees on the B1106, is now blocked with fencing. Looking at the location plan, the access proposed for the application is proposed further up the road adjacent Acer Lodge and has not yet been implemented. Suffolk County Council have been consulted and WSC are awaiting their response before 28.11.2022.   **Highways/Footpaths & Trees:**  **Update on Outstanding Highways Issues (RH)**  Cllr. Hopfensperger reported that she had received an update from Andy Moore;  Thetford Road - four out of the six outlets have been cleared with two needing the verge to be cut out to discharge into the ditch. The footpath will be skirted back within the next few weeks.  Russell Baron Road – the drain has been uncovered and there are roots blocking the drain, an order has been made for Flowline to come out and cut the roots, Andy will also investigate the discharge to the adjacent field to complete the water flow.    The hedge from the Anglia Water treatment plant has been cut back.    Old Thetford Road PROW – This is scheduled to be cut this winter.    Other works are on-going and he will update when progress is made.  **Highways Investment Fund Sites Update (RH)**  No update.  **Update on Street Furniture Licence Application and Highways Gates**  The Clerk is currently working on the application and the Locality Grant application for Cllr. Hopfensperger. It was discussed that a two-sided gate with both village names be installed at the roundabout by FSG. It was discussed that the licence could also cover the moving of the planter at Barton Hill.  The Clerk was asked to get quotes to replace the broken glass pane on the bus shelter at Barton Hill.  The Clerk was asked to report the Russell Baron Rd cul-de-sac sign which is unreadable and the street name sign which has been knocked down.  **Discuss Footpath / Cycleways Proposals in the Village**  It was agreed to defer this item to the New Year.  **Ivy/Brambles south boundary of churchyard (facing the Playing Field) - Update on Landowner or action taken**  The Clerk has written to the Manager of the Farm and also to the Peter House College, who are the landowners, awaiting response. It was agreed that if no response is received then the Clerk will advise the Church to seek legal help.  **Discuss Dead/Diseased Trees at Fornham Roundabout**  The Clerk is to report online and forward the reference number and photos to Cllr. Hopfensperger to follow up.  **Parish Matters.**  **Weekly & Monthly H&S Play Area/Trim Trail Inspection Reports / Agree Rota**  The Clerk is still sourcing quotes to replace the rotten post on the Monkey bars. Cllr. J. Borrett will do the inspections until the January meeting.  The bark has been delivered and spread, now the bark has settled, the second spread with the remaining bark will be carried out, date TBC.  **Discuss Fruit Tree Replacement Quotes/Options at Playing Field**  It was agreed to move the trees away from the goal posts, and see if they can be brought back to health, so for now the trees are to be monitored and purchase of more is to be deferred.  **Update on Gates Installation at Playing Field & discuss other security measures (i.e., overhead barrier, fence/hedge gaps, side gate, utilities)**  The Clerk advised the gates have been ordered and are due to be installed at the beginning of December. It was agreed to look at quotes for the barrier and other security measures on the January agenda.  **Discuss Bugle Compiler Vacancy Applicants**  The Chair and Clerk have interviewed two applicants, a report on both were given to Full Council and an applicant was chosen by majority vote. The Clerk is to inform the applicants and get the successful applicant set up to have training for the February/March edition.  **VAS/SID Data Report / Discuss Lithium Batteries Upgrade**  The Clerk is to chase Westcotec for a quote or a battery charger and details on whether the last VAS purchased should have included the data collection unit.  **Resolved 22/11/8.01**  The sum of £50 per annum for electric costs associated with battery charging of the VAS units, was agreed to be paid to Matthew Kelmsley.  **Correspondence:**   * Local Welfare Assistance Scheme (SCC)   The new and improved Local Welfare Assistance Scheme is available to assist towards increased costs such as: food, energy, clothing and other household costs. Members of the public can now apply directly to LWAS via the SCC website on this link: [Apply for Local Welfare Assistance - Suffolk Council](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fresidents.suffolk.gov.uk%2Flwa&data=05%7C01%7Csusannah.howard2%40nhs.net%7Ce6ff846a87684716c21208dabd87467e%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638030685942036362%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=8y5RIhol%2FLLS4sNLZbX%2BeS9l7DWpiY9hVry8Sb2DTnI%3D&reserved=0)    Successful applicants will be eligible for financial support via either a BACS transfer to the applicant’s bank account or a Post Office ‘cash out’ voucher sent by email and/or text. For any queries, please contact [localwelfareassistance@suffolk.gov.uk](mailto:localwelfareassistance@suffolk.gov.uk)   * Changes to Local Council Tax Reduction Scheme Consultation – WSC   WSC is currently reviewing its Local Council Tax Reduction Scheme. This online consultation is open until 18 November 2022 and can be found at:  [Proposed changes to Local Council Tax Reduction Scheme 2023-24](2023-24)  [(westsuffolk.gov.uk)](2023-24)  The consultation is being sent to a range of stakeholders, including those who work with people in receipt of Council Tax Support. Feedback from the consultation will be considered by Cabinet on 6 December 2022 making its recommendation to Council on 13 December. If agreed, the changes would come into effect from April next year.  **Finance & Policies:**  **Parish Council Bank Reconciliation from list of payments/receipts**  The Clerk advised that due to postal delays the most recent bank statement had not yet been received, so she has been unable to do a Bank Reconciliation – Item deferred to the December Planning Meeting.  **Cheques for signing and approval and to authorise payment of outstanding invoices**  **Resolved 22/11/10.01**  It was agreed to approve payments of outstanding invoices as below and cheques were signed by Cllr. M. Collier & Cllr. P. Forster.     |  |  |  |  | | --- | --- | --- | --- | | FSM Toddler Group | Annual donation | 002319 | £200.00 | | RBL Poppy Appeal | Remembrance wreath | 002320 | £20.00 | | Mr A Horne | Moleman | 002321 | £20.00 | | Mrs V Bright | Mileage & expenses | 002322 | £44.27 | | Mrs D Pott | Litter Picker | 002323 | £108.33 | | CHT | Defibrillator Annual Support fee | 002324 | £151.20 | | Mr P Forster | Bugle distribution | 002325 | £23.04 | | FSM Church | Hedge donation | 002326 | £150.00 |   **Consider a Donation to the Church for Hedge Cutting Works in the Cemetery**  **Resolved 22/11/10.02**  It was agreed to give a donation pf £150, 50% of the quoted costs for the hedge works in the cemetery.  **Discuss Christmas Boxes for Volunteers and Litter Pickers**  **Resolved 22/11/10.03**  A motion was proposed and agreed to exclude the Press and Public from this item, due to the sensitivity of the item (Data Protection Act 1998)  **Resolved 22/11/10.04**  It was agreed to give a token Christmas Gift to volunteers and Litter Pickers.  The Clerk is to arrange this. |  |
| **22/11/11** | **Councillors Reports and Items for Future Agenda’s**  None.  **The next Parish Council Meeting is to be a Planning Meeting held on Thursday 8th December 2022 at 7:30pm, in the Village Hall.**  **The next Full Parish Council Meeting is to be held on Thursday 12th January 2023 at 7:30pm, in the Village Hall.**  Meeting closed at 9:40pm  **Signed: Date:**  **Chair, FSMSGPC** |  |