

Fornham St Martin cum St Genevieve Parish Council

Minutes of the meeting of Fornham St Martin cum St Genevieve Parish Council
Held at the Village Hall on Thursday 8th February 2018 at 7.30pm

Councillor's Present: Cllr. Mike Collier (MC), Cllr. G. Hubbard (GH), Cllr. J. Hubbard (JH), Cllr. Peter Forster (PF) and Cllr. Penny Borrett (PBo).

Present: Vicky Bright - Parish Clerk, 1 member of the public was present.

Item	The Chairman welcomed everyone present.	Action
	<p><u>Public Forum – LGA 1972, Section 100(1):</u> The following updates were discussed;</p> <ul style="list-style-type: none">• Tayfen Road / Fornham Road works. Highways have confirmed it is not possible to reinstate the middle lane for Right Turn until Phase 2 of the works. This however is not shown on the works plan.• Mark Walsh has confirmed that sprinklers and water cannon will be installed in the buildings for the Hub development.• Cllr. Collier confirmed that the CLG is to meet in the next 2-3 weeks to discuss how to proceed with communication and agree terms and conditions, with the Hub development over the next 2-3 years.	
18/02/1	<p><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> Cllr. L. Flaherty & Cllr. P. Butler.</p> <p><u>Absent:</u> None.</p>	
18/02/2	<p><u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> None.</p>	
18/02/3	<p><u>Minutes of the Parish Council meeting – LGA 1972, Schedule 12, para41(2):</u> <u>Resolved 18/02/3.01</u> The Minutes of the meeting of 11th January 2018 were adopted as a true statement and signed by the Chair (MC).</p>	
18/02/4	<p><u>Local Authority Reports:</u> County & Borough Councillor Cllr Rebecca Hopfensperger sent her apologies.</p>	
18/02/5	<p><u>Clerks Report:</u> The Clerk advised that the large trade waste bin at the playing field had now been returned and SEBC would continue to empty this as contracted.</p> <p>The Clerk confirmed she had reported the following issues to Highways online;</p> <ul style="list-style-type: none">• Litter on the Bypass and clearing of the Grips/Gulleys• Flooding by the BMW Garage• Damaged Road sign at School Lane• Uprooted Tree on the Green by Parklands Green	

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The Clerk is to chase the Tree Officer at SEBC regarding the trees at Park Avenue.

Clerk

18/02/6

Planning and Environment:

- i) **DC/18/0061/FUL - Change of use of existing residential dwelling (C3) to Office (B1a/B1b) with associated parking area - 1 Park Farm Cottages Culford Road Fornham St Genevieve**

Resolved 18/02/6.01

No objections to application DC/18/0061/FUL.

- ii) **DC/18/0074/HH - 1no. garage (following demolition of existing garage) - 7 Barton Hill Fornham St Martin**

Concerns have been raised by neighbour's at the rear of the property regarding the height of the proposed development and its closeness to the boundary.

Resolved 18/02/6.02

It was agreed to offer objections to application DC/18/0074/HH, on the grounds that the proposed development affects the neighbouring properties visual amenity (DM22 Joint Development Policy).

- iii) **DC/18/0044/HH - (i) conversion and extension of existing two bay garages to form single storey annex (ii) replacement detached garage - Annexe 2 Flint Cottages Culford Road Fornham St Martin**

The 2 TPO trees to be removed were discussed and it was felt that the Arborist should decide their importance. The Clerk was asked to clarify the 3rd proposed building (car port) with in the designs.

Resolved 18/02/6.03

No objections to application DC/18/0044/HH.

Clerk

- iv) **River Lark Catchment Partnership – HLF Brecks River Project – Volunteering Opportunities**

The Clerk presented a letter from RLCP;

'We would like to briefly introduce the RLCP which is now two years old and operating along the Lark as the DEFRA-approved community organisation for the Lark.

We would like to ask for your assistance in communicating to your residents the volunteering opportunities on the river we are offering, especially in the light of the major HLF Brecks river project which of course includes your part of the Lark.

We wish to highlight to you our submission later this year on a "Lark strategic river corridor "the new West Suffolk Local Plan, on which St Edmundsbury/Forest Heath consultants are starting work now. One aspect of this work is identifying "Local Green Space" along the river needing protection.'

It was agreed that the Clerk should add a notice in the next edition of the Bugle.

Clerk

18/02/7

Finance & Policies:

- i) **Parish Council Bank Balances and Reconciliation from list of payments and receipts and to approve bills for payment**

The Clerk advised that the bank statement had not arrived in time for the meeting. She will

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email the updated Income/Expenditure spreadsheet to all Councillor's when the Bank Statement is received and do a Bank Reconciliation for the next meeting.

ii) **Cheques for Signing and Approval**
Resolved 18/02/7.01

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. M. Collier and Cllr. G. Hubbard.

Mr. & Mrs. S Brooklyn	Bugle Editor	1975	£182.50
Mr. & Mrs. Pott	Litter picking	1976	£108.33
Mrs. V Bright	Mileage, expenses & overtime	1977	£58.25
Community Workshop Ltd	Bugle Printing	1978	£261.73
Playscapes	Play Area repairs	1979	£789.78

iii) **King George V Playing Field Trusteeship Update**

The Clerk advised that she had received a draft Deed of Dedication from Fields in Trust and she was now to print off two copies of the Deed & attach a colour copy of title plans SK151387 and SK151389 to each Deed and arrange for signing of the Deeds and the plans on behalf of the Parish Council. This would then be sent back to Fields in Trust to sign and the matter would then be closed.

iv) **Review of Parish Plan and to consider Neighbourhood Plan**

Cllr. Collier reported that the current Parish Plan did include an item (10.3), to 'Improve facilities for Cyclists Action Plan', and therefore there was no need to review the Parish Plan at this time.

The Clerk presented new information received on Neighbourhood Plans regarding their benefits and funding etc. available. It was suggested the Clerk put together a report on; evidential proof of its benefits, timescales and funding.

v) **Welcome Pack Update**

The Church submission has now been completed. The Clerk is to approach the Woolpack to see if they wish to submit anything. The Boundary Map is to be included within the Pack. Once the new Welcome Pack is completed, the Clerk is to mention the new Pack in the Bugle.

vi) **Bugle Report & Review**

The Clerk presented a report on the financial status of the Bugle, so far costs have amounted to £1,777.92 (Printing £1,047.06, Editing £697.18 & Distribution £33.68), with income from advertising at £1,558.40. Currently the Bugle is running at a loss. It was agreed to look at a review of Advertising fees in April and the Clerk is to get some quotes for printing. Cllr. Collier advised that the December 2018 edition will be the 100th Edition of the Bugle. The Clerk, Editor and Chairman are to meet to streamline and review the editorial process.

Clerk

Clerk

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MC/
Clerk

MC/
Clerk

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Parish Matters:

i)

Defibrillator & BT Phone Box Update

The Clerk advised that the Defibrillator Public Awareness/Training Session is arranged for Saturday 10th February 2018 at 11am, in the village hall. An official unveiling of the Defibrillator will take place the same day at 10:45am. There will be refreshments, provided by Cllr. Borrett, and all are welcome. The BuryFree Press will be attending to take photos.

ii)

Play Area Inspections Report & Agree Inspection Rota

The Clerk advised that no issues had been identified on the monthly inspection reports. Cllr. Borrett advised that there was an issue with Dog Fouling at the field, the Clerk is to place a notice in the Bugle and to look into further signage. Cllr. Borrett offered to do the weekly inspections until the next meeting in March 2018.

Clerk
PBo

iii)

Update on Play Area Works (Playscapes Ltd)

The Clerk advised that the works will commence on 26th/27th of February.

iv)

Review Grass Cutting & Landscaping Works Schedule of Works

The Clerk confirmed that the contract with M&TJ's stands until March 2019. It was agreed that the Clerk and Chairman would liaise with M&TJ's to update the schedule of works. The Clerk is to ask M&TJ's to carry out the leaf clearance, as contracted.

MC/
Clerk

v)

New Notice Board at Barton Hill

The Clerk confirmed that the Locality Budget application has been submitted by Cllr. Hopfensperger, and the board will be ordered once the money is received.

18/02/9

Highways & Footpaths:

i)

Cycleways Plan Update

This has been confirmed in the Parish Plan.

ii)

Update on Tayfen Road Junction Improvements

The works are to include extending the two-lane vehicle approach to the roundabout. A toucan crossing will also be installed at the Northgate roundabout and the cycle path from Cannon Street will link to the existing pedestrians / cyclists space on Fornham Road (connecting to The Maltings cycle bridge). These works will increase vehicle capacity in the area, create more efficient traffic movement around the roundabout and provide improved pedestrian and cyclist facilities. The preferred option is to signalise the Tayfen Road/Ipswich Street/Station Hill junction, and therefore remove the roundabout for the benefits of all users, however the decision has been taken that this part of the plan will now **not** go ahead at this time. Further discussions over the Bury St Edmunds Masterplan have shown some significant changes, which could change traffic flows, as well as demand, on Tayfen Road and the associated junctions. They have felt therefore that it seems to be prudent at this point to pause the proposal for the removal of the Tayfen Road roundabout and review it again once the new traffic flows and demands for the area are fully understood.

18/02/10

Correspondence:

- The Clerk presented the SCC Highways 'Community Self Help' Survey. This scheme will enable local community groups and Parish/Town Councils to undertake work that

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Highways does not have the budget to undertake.

www.surveymonkey.co.uk/r/SuffolkHighwaysCommunitySelfHelp, The survey will close on Wednesday 28th February 2018.

- The Clerk advised that she had had an enquiry from a resident, regarding a rumour about a footpath being put in at the bottom of Russell Baron Road Estate, across waste land to come out under the A14 underpass. The Clerk advised that no formal notification or informal information had been received on this, and therefore it was agreed that no action should be taken.

18/02/11 **To discuss the Agenda & Procedure for the Annual Meetings**

It was agreed to hold the Annual Parish Meeting at 7pm on Thursday 10th May 2018, followed after by the Annual Parish Council Meeting. The Clerk is to invite the Community Groups as before and it was agreed to invite the Stennett's (Genevieve Lakes).

18/02/12 **Councillor's Reports and Meetings Attended & Items for the Next Agenda:**

Cllr. Collier reported on the 'Finding Stones Scheme'.

Parking by Slimming World members is still causing issues within the village, it was agreed that no further action would be taken by the Parish Council, as they are not parking illegally.

- New notice board Update
- Update on King George V Playing Field – Fields in Trust
- Trees Update (LF)/ Update on Park Avenue & Uprooted Tree (Parklands Green)
- General Data Protection Regulation Update
- Update on Play Area Works / Quotes for Multi-Play Panels
- Fornham All Saints Computer Club Donation
- Approve extra expenditure for WSOH Legal Fee's

Next Meeting is to be held on Thursday 8th March 2018 at 7:30pm in the Village Hall.

Meeting closed at 9:57pm.

Signed: *Mike Collier*
Chairman, FSMSGPC

Date: 8th March 2018

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