

# Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council  
Held on Thursday 10<sup>th</sup> June 2021 at 7:30pm, in the Village Hall

**Councillors present:** Cllr. J. Borrett, Chair (JBo), Cllr. M. Collier (MC), Cllr. P. Forster (PF), Cllr. P. Borrett (PBo), Cllr. P. Butler (PBU) & Cllr. G. Hubbard (GH).

**Present:** Vicky Bright, Clerk. Cllr. Rebecca Hopfensperger - SCC/WSC. 1 member of the public was present also.

ITEM	
21/06/1	<p><b><u>Chairman's Welcome &amp; Acceptance of Apologies for Absence (LGA 1972, Section 85(1) &amp; (2)):</u></b> The Chairman welcomed everyone.</p> <p><b>Apologies:</b> Cllr. Frank Stennett. <b>Absent:</b> None.</p>
21/06/2	<p><b><u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u></b> None.</p>
21/06/3	<p><b><u>Approval of the Minutes of the Annual Parish Council meeting held on 20<sup>th</sup> May 2021- LGA 1972, Schedule 12, para 41(2):</u></b> <b><u>Resolved 21/06/3.01</u></b> The minutes of the Annual Parish Council meeting held on 20<sup>th</sup> May 2021 were adopted as a true statement and signed by the Chairman (JBo).</p>
21/06/4	<p><b><u>Local Authority Reports:</u></b> <b>County &amp; District Councillors</b> Cllr. Hopfensperger submitted a detailed report by email to Councillors earlier on the day <i>See Appendix 1.</i></p> <ul style="list-style-type: none"><li>• Kytson Way footpath proposal update – PROW confirmed this is still on hold due to a delay in discussions with British Sugar about rights to the Fishing Lake.</li><li>• Our new PROW Officer is Sam Drayton; she will be coming out to inspect Old Thetford Road footpath.</li><li>• Cllr. Hopfensperger confirmed that up to March 2021 there were 491 new homes on Marham Park, with a further 200 planned to be built in the next 18-24 months.</li><li>• Cllr. Hopfensperger confirmed she had requested consultation with the Fornham PC's and herself, before any more permits are issued to HGV's for the Sheep Wash Bridge in Fornham All Saints and has also requested to see a list of current permits. Traffic Calming is to be address at a future PC Agenda.</li></ul> <p>The Council raised the following points with Cllr. Hopfensperger;</p> <ul style="list-style-type: none"><li>• The Council requested an update on the Tollgate Junction improvements.</li><li>• The grass has not been cut for 3 weeks in the Fornham's</li><li>• Weeds need attention in Parklands Green, Barton Hill, Russell Baron Road and Lark Valley.</li></ul>
21/06/5 i)	<p><b><u>Planning:</u></b> <b>Boundary Commission Review of SCC Electoral Division Boundaries – Public Consultation</b></p>

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Cllr. Hopfensperger advised the Council to support the move of the Fornham's to be included in the Barrow/Thingoe division; due to the similarities of the parishes and common issues between the parishes and in order to keep the division rural. The Clerk is to draft a response form the Pc by the deadline of 21<sup>st</sup> June 2021

- ii) **Update on Enforcement Ref: Trees at Land adjacent to the Old Parsonage Ref: EN/21/0115**  
Cllr. Hopfensperger advised she had chased up Sarah Rampley and asked for enforcement on previous tree application at the site to be investigated.

- iii) **DC/21/0534/TPO – Amended Application - two Yew (T1 and T2 on plan within G9 on order) overall crown reduction by one metre; removal of basal epicormic growth up to 1 metre above ground level and crown raise by up to 2.5 metres above ground LOCATION: Land Adjacent to The Old Parsonage, The Street, Fornham St Martin**

**Resolved 21/06/5.01**

It was agreed to submit No Objections, with a note regarding previous applications and enforcement.

- iv) **DC/21/1022/HH - Single storey rear extension LOCATION: 8 St Andrews Drive, Fornham St Martin**

**Resolved 21/06/5.02**

No Objections to application DC/21/1022/HH.

21/06/6

- i) **Highways/Footpaths/Trees:**  
**Flooding & Drainage Works Update - (BMW Garage) Barton Hill, Russell Baron Road & B1106 (Ditches)(RH)**

Cllr. Hopfensperger has requested a site visit at Barton Hill with Highways, it was suggested that a gully/channel to direct surface water away from the footpath and opposite side of the road. Cllr. Hopfensperger is to look at funding this works, if not too expensive. Russell Baron Road is to be inspected at the same time.

With regards to the B1106 ditches, Cllr. Hopfensperger passed the information to Highways regarding the works needed by Landowners.

- ii) **Replace Village Sign/Highway Gates Update (RH)**  
No update, date for installation works to be confirmed.

- iii) **Update on EV Charging Units Scheme**  
No update.

- iv) **Update on Villages TPO List/Maps**  
The Clerk confirmed that Lizzi Flaherty had now sent all the information she has to the Clerk. The Clerk is to forward to Cllr. Borrett (JBo) for action. The Clerk is also to check again with WSC as to why there is no TPO List/Plan for the villages.

- v) **Discuss faded 30mph Roundels/lining & damaged/missing 30mph signs in the villages**

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Cllr. Collier is to forward the survey for damaged signs, roundels, lining that needs attention to Cllr. Hopfensperger, who is to ask Highways to check TRO's etc. and action.

- vi) **Weeding/Skirting Update (The Street, Church to Roundabout)**  
Cllr. Hopfensperger advised she had reported this last week. The Clerk is to contact WSC reference the street cleaning schedule.

21/06/7

- i) **Parish Matters:**  
**Play Area Inspections Report / Agree Weekly Inspection Rota**  
No issues highlighted. Cllr Butler (PBu) is to continue with the weekly inspections until the July meeting.

- ii) **Discuss Monthly H&S Inspection Report for the Play Area & Update on Annual Report Findings**  
The Clerk is still to liaise with the company/Inspector to clarify some of the findings and will then source quotes. Quotes are to be sourced for the Rocking Spring Horse too.

- iii) **St Johns Plantation/Golf Course Trees Update (RH) & Discuss Noise Complaint Ref: Gym**  
Cllr. Hopfensperger confirmed that the Hotel has been asked to plant new trees to replace the ones felled and also to sort out the ground level to protect the remaining trees. With regards to the Car Park/Gym they have been asked to submit Retrospective Planning applications.

The issue of loud noise coming from the Gym (Keep fit Classes etc.) from 7am onwards, all throughout the day is to be raised with enforcement, the Clerk is also to clarify if the Gym should be used whilst there is no Planning Approval for it yet.

- iv) **Noise Pollution/Fly Tipping – Pumping Station, Lark Valley Update**  
Suffolk County Council have now gone in and re-set the alarm which was going off continuously. WSC is to liaise with Anglian Water regarding the fly-tipping and to have the site secured.

- v) **Update on Defibrillator Volunteer**  
The Clerk confirmed that two residents had come forward to volunteer to check and be the contact for the Defibrillator; Simon Loughie and Brandon Mahon. The two residents will share the task and are to receive training and logins for the Webnos system. Thanks were extended to them for volunteering. And thanks were given to Alan Reid for all his hard work volunteering over the last 5 years.

- vi) **Discuss the Bugle Content and Minutes Summary Format**  
It was discussed that more pre-information on Planning Applications to be discussed on agenda's needs to be in the Pump, on the PC website and the notice boards. It was also agreed that planning application discussions and comments from the PC need to be placed as separate notices within the Bugle, not just summarised in the Minutes summary that usually goes in. The Clerk is to look at setting up a separate Planning page on the PC website, with a link to the WSC Planning Portal. The Clerk clarified with Cllr. Hopfensperger that the LPA is supposed to send consultation to neighbouring properties for any applications submitted and they are also supposed to put a notice on the site.

- vii) **Update on Village Welcome Pack**  
Cllr. Collier confirmed the draft was no completed. Cllr. Collier and David Payne are to review it this week and it should take 2-3 weeks for the software and printing.

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i) **Correspondence:**  
**Compliant Received from Residents Ref: Inaccurate Bugle Minutes Summary Submission & Response by PC**

The Clerk presented a letter that had been sent regarding inaccuracies in the Minutes of the April meeting. The Clerk confirmed that concerns had been raised by two residents', but that in fact there had been confusion over which meeting they were referring to. The Clerk did confirm that there was a printing error with the Planning applications comments, which meant some of the text was missing. The Clerk confirmed that the Minutes go in as a Summary, and that there is a note of this in the Bugle at the top of the summary page and also a separate statement later in the edition. It was suggested that this statement in future is placed on the same page as the Minutes summary when printed and the Bugle Minutes submission, especially in relation to Planning applications was discussed under Item 7 (vi) on this agenda for further improvements.

ii) **Compliant Ref: Broken posts (Green, Manners Road)**

The Clerk confirmed she has reported the broken posts to WSC.

iii) **Parish & Town Forum 14<sup>th</sup> July 2021**

It was confirmed that there was nothing of any relevance to the Parish on the agenda, so no need to attend.

21/06/9

i) **Finance & Policies:**  
**Parish Council Bank Reconciliation from List of Payments/Receipts**  
**Resolved 21/06/9.01.**

The bank balances and reconciliation of payments and receipts are to be received and adopted and initialled & signed as such by the Chairman (JBo). The bank account balance as of 1<sup>st</sup> June 2021 is £39,110.66.

ii) **Cheques for signing and approval and to authorise payment of outstanding invoices**  
**Resolved 21/06/9.02**

It was agreed to approve payments of outstanding invoices below and the cheques were approved and signed by Cllr. M. Collier (MC) and Cllr. G. Hubbard (GH).

Mrs V Bright	Expenses, mileage & hours	002199	£471.09
Mr & Mrs Brooklyn	Bugle Editor	002200	£187.45
Mrs D Pott	Litter Picker	002201	£108.33
First Impressions	Bugle Printing	002202	£276.00
Mr P Forster	Bugle Distribution	002203	£24.94
Mr P Forster	Bench Maintenance	002204	£386.99
M&TJ's	Grass cutting	002205	£240.00
Fornham Computer Club	Donation	002206	£200
St Martin's Church	Donation	002207	£500.00
Fornham Village Hall	Donation	002208	£500.00

iii) **Discuss Thanks Gifts for Covid-19 Community Help Tea,**

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The Clerk is to discuss directly with Stacey to get numbers of volunteers etc. The Clerk is also to place a Thank you message in the Bugle.

**Councillors Reports and Meetings Attended / Items for Future Agenda's**

None.

**Next Meeting to be held on Thursday 8<sup>th</sup> July 2021 at 7:30pm, in the Village Hall, Fornham St Martin**

Meeting closed at 9:22pm

Signed: *John Borrett*  
Chair, FSMSGPC

Date: 8<sup>th</sup> July 2021