

# Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council  
Held via Zoom on Thursday 11<sup>th</sup> March 2021 at 7:30pm

**Councillors present:** Cllr. M. Collier, Chair (MC), Cllr. Gary Hubbard, VC (GH), Cllr. Frank Stennett (FS), Cllr. P. Forster (PF), Cllr. P. Borrett (PBo), Cllr. P. Butler (PBu) & Cllr. J. Borrett (JBo).

**Present:** Cllr. Rebecca Hopfensperger - SCC/WSC, and Cllr. Sarah Broughton – WSC, Andrew Hinchley – RLCP. 3 members of the public were present also.

<b>ITEM</b> <b>21/03/1</b>	<b><u>Chairman's Welcome &amp; Acceptance of Apologies for Absence (LGA 1972, Section 85(1) &amp; (2)):</u></b> The Chairman welcomed everyone and outlined the format of the meeting.  <b>Apologies:</b> None. <b>Absent:</b> None.
<b>21/03/2</b>	<b><u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u></b> Cllr. Frank Stennett declared an interest in Item 6. (ii), below.
<b>21/03/3</b>	<b><u>Approval of the Minutes of the Parish Council meeting held on 14<sup>th</sup> January 2021- LGA 1972, Schedule 12, para 41(2):</u></b> <b><u>Resolved 21/03/4.01</u></b> The minutes of the meeting held on 14 <sup>th</sup> January 2021 were adopted as a true statement and signed by the Chairman (MC).  Thanks were expressed to Cllr. John Borrett for the production of the Minutes of the January meeting.
<b>21/03/4</b>	<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 <b>See Appendix 1.</b> WSC: - <ul style="list-style-type: none"><li>• Council tax Band D 3p rise, this is due to the equalisation of Council Tax for the Combined Authority (FHDC/SEBC).</li><li>• Fly tipping and Dog Fouling are campaigns currently under way.</li><li>• Litter on the Fornham Bypass has been reported to Head of Waste, WSC.</li></ul> SCC: - <ul style="list-style-type: none"><li>• Council Tax rise of 1.99%, with a further 2% ring-fenced for Adult Social Care.</li><li>• The gully's on the B1106 have been jetted and further clearing and regrading of the ditches are to be carried out, due to the further run off problem causing flooding on the road surface.</li><li>• Thetford Road to Bury St Edmunds footpaths – Cllr. Hopfensperger to report.</li><li>• Potholes on Mildenhall Road – Cllr. Hopfensperger has elevated it and an Engineer is to go out and assess.</li><li>• Manners Road potholes – Engineer inspected and said does not meet HMOP criteria.</li><li>• Caravans parked on the road parallel to Mildenhall Road, on the Public Highway – Cllr. Hopfensperger is to speak with Highways on the matter.</li></ul>

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21/03/5	<p><b>Planning:</b></p>
i)	<p><b>NALC – Consultation – Planning Model Design Code</b> To be forwarded to Councillors for their attention.</p>
ii)	<p><b>DC/21/0128/FUL Two storey extensions above bedroom wings to create nine dwellings on second and third floor levels. Location: All Saints Hotel, The Street, Fornham St Genevieve IP28 6JQ</b> <b>Resolved 21/03/5.01</b></p> <p>The Parish Council Objects in Principal to application DC/21/0128/FUL, on the grounds that the proposed development is in contravention of JDMDP DM5 &amp; DM27.</p> <p>The applicant Mr. David Harris – All Saints Hotel/Golf Course, was present in the Public Forum and gave a short presentation and answered Councillor’s questions.</p> <p>The Council discussed the application and guidance received from the Planning Officer, regarding the application contravening JDMDP Policy DM5 &amp; DM27.</p> <p>It was agreed to defer submission of the Parish Council’s objections until after the new plans and further supporting evidence has been submitted to the LPA, by the applicant. The Clerk is to advise the Planning Officer and request an extension to our deadline until after our next meeting on 15<sup>th</sup> April 2021.</p>
iii)	<p><b>DC/21/0090/OUT Outline Planning Application (Means of access to be considered) - detached dwelling and garage. Location: Tollbridge House, Thetford Road, Fornham St Martin IP31 1SX</b> The Clerk advised that Historic England had raised some concerns. <b>Resolved 21/03/5.02</b></p> <p>It was agreed to Object to application DC/21/0090/OUT, on the grounds it is in contravention of JDMDP DM5 &amp; DM27 and the impact that the proposed development would have on the view out of Bury St Edmunds into Fornham St Martin.</p>
iv)	<p><b>DC/20/2253/HH - single storey rear extension and conversion of existing garage to habitable space. Location: 17 Wentworth Close, Fornham St Martin IP28 6XE –</b> <b>Resolved 21/03/5.03</b></p> <p>Formal Resolution of No Objections submitted 4<sup>th</sup> February 2021.</p>
21/03/6	<p><b>Highways/Footpaths/Trees:</b></p>
i)	<p><b>Flooding (BMW Garage) Barton Hill &amp; Russell Baron Road Update</b> Cllr. Hopsfensperger advised that the Capital Works had been approved as high priority and the drainage works at Barton Hill (near the BMW Garage) were to be undertaken in the next 2-3 months.</p> <p>The works for Russell Baron Road has also been approved and Gulley cleansing will be carried out; the main road has been done already.</p>
ii)	<p><b>30mph Roundel Works to Barton Hill, &amp; Traffic Calming Feasibility Update</b></p>

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This should be done by the 26<sup>th</sup> March 2021. With all works involving lining weather is vitally important, as they will need dry roads so the material can be applied. Cllr. Hopfensperger will chase this up with the SCC contractor and ask if they can make this a priority.

The Clerk confirmed in her notes, that the works had been scheduled, but a date for works to start was yet to be confirmed; Cllr. Hopfensperger agreed to push to get a date particularly when the Parish Council had paid for the work some months ago.

It was agreed that investigation and any resulting work discovered necessary in regard to 'traffic calming' is to be left 'on the backburner'.

iii) **Repair/replacement of damaged Village Sign/Highway Gates**

Cllr. Hopfensperger confirmed the gated sign is the responsibility of the County Council Highways department and she agreed to sort it with Highways and report back.

iv) **EV Charging Units Scheme / ANPR Scheme**

Cllr. Hopfensperger advised she had forwarded our interest to the Officer in charge (Peter Frost), of the EV Charging Point Scheme, the Clerk confirmed she had submitted the Register of Interest Form.

The Clerk advised she had contacted the Officer in charge (Jon Shaw), of the ANPR Scheme and gave an overview of the scheme to the Council.

**Resolved 21/02/6.01**

It was agreed that the Council did not wish to take part in the scheme at present.

The Clerk raised a concern from a resident that the SID/Vas unit had been absent from The Street for some time. Cllr. Collier advised that due to ongoing roadworks, the SID had been placed elsewhere temporarily, but that the Team would now be scheduling in for the central village situ again.

21/03/7

**Parish Matters:**

i) **Play Area Inspections Report / Agree Weekly Inspection Rota**

Cllrs. P. & J. Borrett (PBo & JBo) will continue weekly inspections until the May meetings.

ii) **To discuss the formal Monthly H&S Inspection Report for the Play Area**

The Clerk advised that the inspector had highlighted that the gate post hole needs clearing, so the gate can close properly.

iii) **Play Area/Trim Trail Bark Top Up**

Deferred to the April meeting. Clerk to obtain quotes.

iv) **RLCP Community Wood Project (Anglian Water)**

Andrew Hinchley from the River Lark Catchment Partnership (RLCP), gave a presentation on the Community Wood project;

*"For a number of months RLCP has been talking to Anglian Water about signing a management agreement for volunteer work to be carried out in the community wood. From the RLCP perspective*

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*work done there fits well within our Heritage Lottery project (Brecks, Fen Edge and Rivers) which we will be implementing up to 2024. It would be good if the parish council could take an interest in this activity in the wood which of course is within the parish boundary: -*

*-an annual management plan will be developed and be reviewed with PC representatives (hopefully onsite as soon as we are out of lockdown!)*

*-the PC could help recruit volunteers. The overall work would be RLCP-managed but scope is there for local volunteers to take on a variety of roles. The RLCP currently has 125 volunteers, with The Fornham's Group being the largest.*

*-the PC would hopefully support applications for funding for plants and materials from the local grant-giving bodies*

*It's also worth mentioning that RLCP is taking on a much increased liaison with Anglian Water in relation to the significant number of recent cases where the plant has not been able to cope with the level of inflows of wastewater, resulting on occasions the release of raw sewage into the river."*

- v) **Village Welcome Pack to be reviewed and updated**  
The Welcome Pack now contains out of date information and needs revision, before more copies are printed. The Clerk is to place a notice in the Bugle, asking residents for ideas of what to include and also for Community Groups etc. to make submissions. Deferred to the May 2021 APM Meeting.

- vi) **Village Historian (Cedric Hanson) Retirement and discuss options moving forward**  
The Chair advised that the current Historian, Cedric Hanson is retiring and wishes to discharge his duties as the Village Historian. Thanks were expressed to Mr Hanson for his hard work and dedication over the years. Cllr. Forster advised that he had approached Matthew Kemsley, who had accepted the position. It was agreed that this was a good choice and thanks were offered to Matthew for taking over.

21/03/8  
i)

**Correspondence:**

**WSC – Dog Fouling Campaign 2021: -**

You may already be aware that there appears to have been a recent increase in the amount of dog fouling within West Suffolk. It is likely that this is due to the time of year (dog walking during dark evenings/mornings) and also the current lockdown, which is forcing dog walkers to stay closer to home and perhaps also spend longer outside. In order to raise awareness about this issue, promote responsible dog ownership and specially to encourage residents of affected communities to report offenders we have developed a campaign that will run through mid-February and March this year.

**For this campaign we will:**

Provide a 'self-help' dog fouling guidance document to all parish and town councils, which provides a practical guide for reducing dog fouling in their communities. A copy is attached for your information and it can be freely downloaded

at [https://www.westsuffolk.gov.uk/bins/street\\_cleaning/dogfouling.cfm](https://www.westsuffolk.gov.uk/bins/street_cleaning/dogfouling.cfm).

Run a social media based campaign that will launch on the 23<sup>rd</sup> of February on Facebook. We will be encouraging parish and town councils to share our posts and it would be very much appreciated if you would consider doing the same if you feel able (the timings of the posts are

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attached). The posts will be using the 'Bag it and bin it - any public litter bin will do' tagline and range from gentle reminders of responsible dog ownership to pleas for the reporting of offenders.

We will be installing more signage at particularly problematic locations. The signage will be aimed at encouraging the reporting of offenders to the council as this has two positive effects. The first is that irresponsible dog walkers begin to think that they are more likely to be reported and secondly, we are more likely to actually receive reports allowing us to take action.

Carry out some patrolling of areas identified as hotspots. This patrolling will involve talking to dog walkers directly (socially distanced of course) and providing bags to those without them. And of course if anyone is caught in the act then potentially issuing fines, although from past experience this is not likely whilst we are present.

One of the key messages that we want to get across is that residents themselves have a really important role and part of the campaign will be aimed at encouraging the reporting of offenders. This message is likely to have the largest single impact as offenders start to worry more that they could be caught and fined. I have listed below what residents can do:

1. Report offenders to the council – we need evidence in order to take action (as was the case in our recent prosecution in Haverhill).
2. Erect their own signage, either the downloadable copies from our website at [https://www.westsuffolk.gov.uk/bins/street\\_cleaning/dogfouling.cfm](https://www.westsuffolk.gov.uk/bins/street_cleaning/dogfouling.cfm), or something homemade (warning of CCTV etc.). This is often enough to stop it.
3. Speak to neighbours, it is likely they will have the same issues and encourage reporting and vigilance.
4. Use social media to raise awareness of the issue (politely).

ii) **Letter Ref: Fly Tipping in the Alleyway between Rear Boundaries of 24 St Andrews Drive & 25 Park Avenue, FSG**

The Chair advised he had been to take a look at the severe Fly Tipping and the subsequent damage caused to the rear fence of 24 St Andrews Drive. The Clerk advised that Havebury Housing, WSC, SCC had all denied responsibility for the alleyway. PROW, SCC confirmed the alleyway was not on Land Registry and therefore could not help. The Clerk is to forward to WSC Waste and Cllr. Hopfensperger to address the issue, as Fly Tipping is being highlighted by WSC as a priority at present and therefore it would be beneficial for them to arrange removal of the waste, in lieu of any ownership rights to the alleyway.

21/03/9

i) **Finance & Policies:**  
**Parish Council Bank Reconciliation from List of Payments/Receipts**  
**Resolved 21/03/10.01.**

The bank balances and reconciliation of payments and receipts are to be received and adopted and initialled & signed as such by the Chairman. The bank account balance as of 1<sup>st</sup> March 2021 is £12,115.80.

ii) **Cheques for signing and approval and to authorise payment of outstanding invoices**  
**Resolved 21/03/10.02**

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

Mrs V Bright	Postage	£7.92	002186
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Mrs D Pott	Litter Picker	£108.33	002187
SALC	Payroll	£54.00	002188
M&TJ's	Basal Growth	£480.00	002189
Worlington PC	Zoom subscription contribution	£143.88	002191
Mrs S Brooklyn	Bugle Editor	£187.45	002192
First Impressions	Bugle Printing	£310.50	002193

- iii) **Approve the Clerks Annual Leave Entitlement 2020/21 to 2021/22**  
**Resolved 21/03/9.03**  
It was agreed to allow the Clerk to carry over 6 remaining days annual leave entitlement from 2020/21 to 2021/22 entitlement.

21/03/10

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

- WCAG 2.1 Website Compatibility Report (Clerk)
- St Johns Plantation/Golf Course Trees
- Update on Tree Applications at Land Adjacent to the Old Parsonage, FSM
- Update on Fly Tipping – Alleyway rear of 24 St Andrews Drive/25 Park Avenue
- Trim Trail Bark Top Up Quotes

**Next Meeting to be held on Thursday 15<sup>th</sup> April 2021 at 7:30pm, venue to be confirmed.**

Meeting closed at 9:19pm

Signed: *Mike Collier*  
Chair, FSMSGPC

Date: 23<sup>rd</sup> April 2021