

# 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 13<sup>th</sup> July 2017 at 7.30pm

**Councillors Present:** Cllr. Mike Collier (MC), Cllr. Gary Hubbard (GH), Cllr. Jayne Hubbard (JH), Cllr. Peter Forster (PF), Cllr. Paul Butler (PBu) and Cllr. Penny Borrett (PBo).

**Present:** Vicky Bright - Parish Clerk. 4 members of the public were present.

Item	The Chairman (MC) welcomed everyone present.	Action
	<p><b><u>Public Forum – LGA 1972, Section 100(1):</u></b> Mr. Hilder gave an update on the Fornham Park Dream Lodges application, the application was refused for the extension of a further 26 lodges. The current lodges have one occupant so far and a Warden and Receptionist have been employed. The Security on site is remaining. The North Lodge is now the Centre of Operations.</p> <p>Larks Pool Farm had a serious fire last week, and 4 caravans were burnt out, the fire brigade were called, but no Police investigation is planned.</p>	
17/07/1	<p><b><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u></b> Cllr. L. Flaherty.</p> <p><b><u>Absent:</u></b> None.</p>	
17/03/2	<p><b><u>Declarations of Members’ Interests (for items on the agenda) – LGA 2000 Part III:</u></b> Cllr. Forster declared an interest in items 8 (iii) &amp; 8 (v).</p>	
17/07/3	<p><b><u>Minutes of the Annual Parish Council meeting – LGA 1972, Schedule 12, para41(2):</u></b> Cllr. Hubbard (JH) asked for item 17/06/7 (ii) to be amended to shoe the cheques were signed by Cllr. G. Hubbard, not Cllr. J. Hubbard. The Clerk amended the minutes to reflect this.</p> <p><b><u>Resolved 17/07/3.01</u></b> The Minutes of the meeting of 22<sup>nd</sup> June 2017 were adopted as a true statement and signed by the Chair (MC).</p>	

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## Local Authority Reports:

### **County & Borough Councillor**

Cllr. Rebecca Hopfensperger sent her apologies and the Clerk read a report on her behalf; With regards to the WSOH planning committee on Wednesday I have registered to speak and suffice to say that I will be speaking against the application. As I am sure you are aware they are restricting the number of people in the chamber but are opening up additional rooms for the meeting to be viewed. They are also extending the public speaking time to allow for more people to speak.

With regards to issues raised at the last meeting;

- Trees Enforcement Officer to visit Park Drive site and to investigate whether the landowner has a D7 Exemption Licence for bonfires. - **I haven't had confirmation of the D7 licence but the enforcement officers are due to attend the site and check on the felled trees.**
- Waste Team to send a road sweeper to address the issue of leaves on the footpath, on The Street, from the pub upwards. - **I have requested this and it should be done imminently.**
- Enforcement Officers to visit and address the Hotel signage, and to confirm whether there should be 3 or 6 signs. - **I haven't had confirmation of the number of signs, but it has been confirmed the signs are not on the highway.**
- To confirm that the two new LED lights in Park Avenue are now connected. - **These are now connected.**

17/07/5

## Clerks Report:

- PC rights Ref: Advertising consent & removal – Still awaiting confirmation and information from SEBC. **Clerk**
- SEBC – Dog Fouling/No Litter signs – Awaiting response from SEBC. **Clerk**
- Mr. & Mrs. Fordham bench – Clerk still trying to find the owner. **Clerk**
- Street Light update – The street lighting has now been removed from the Asset Register and the Insurance. Street Light number 25 is not working due to the electricity not being connected when it was installed in 2015, this is now on the works schedule to be connected.
- Play Area Weeds & bark update – David Randall has sprayed the weeds for a second time and has agreed to regularly rake the bark.
- VH Parking update – The VHC will remind users to park in the hall spaces as a first option and then the lane as the overflow. Slimming World is attracting many more people than the usual clubs so parking is more of an issue. They will ask the organizer to ask people to park on the road at the next meeting. Also a notice will be placed on the door again.

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- The Clerk has drafted a notice for the Bugle regarding Dogs being kept under control on the Playing Field.
- The Clerk has received concerns from residents of Old Hall Lane and Church Close that the moving of the planter at Old Hall Lane has caused problems with people parking on the corner. The Clerk was asked to monitor the situation and report any further concerns raised at the September meeting.

17/07/6

## **Planning and Environment:**

- i) **DC/17/1142/LB – Application for Listed Building Consent – Replace 4 sets of French Doors – Lavanda House, Fornham Park, Fornham St Genevieve**  
**Resolved 17/07/6.01**

The Parish Council offers No Comments on application DC/17/1142/LB and defers to the opinion of the Officers concerned.

- ii) **WSOH Application Update & to discuss the Presentation to the DCC**

The Development Control Committee meeting is to be held Wednesday 19<sup>th</sup> July 2017 at 10am. Cllr. Collier confirmed that the independent Traffic Survey obtained by the three Parish Councils has now been received and has confirmed that the junction and roundabout at Barton Hill is already over capacity. Cllr. Collier confirmed a leaflet drop will be taking place to advise residents of the meeting. Charles Judson the Planning Officer has confirmed he will be recommending the application. All three Chairmen will be speaking for 3 minutes and Cllr. Hopfensperger has confirmed she will also be speaking. Other objectors are expected to speak, including Adrian Graves. Supporters of the hub are also to be allowed 6 minutes to speak for the application.

The full report and agenda is now available on the online portal, Stennetts have requested a postponement of the DCC meeting, in order to allow for the report from their own Traffic Survey to be received and considered.

The application, despite its infringements on policy, will now not automatically be sent to Secretary of State. If the application is approved, then the 3 parishes intend to write to the Secretary of State.

It was also discussed that if the application is approved then the Parish should consider requesting money towards cycle ways and traffic calming throughout the village and particularly Barton Hill. It was also agreed that a monitoring program would need to be agreed to monitor progress of conditions of the application etc.

- iii) **Update on Hotel Signage Applications and Land Ownership Ref: Verge Grass Cutting**

It has been confirmed that the signs are not on the Public Highway. The Clerk has also received a plan/map from Highways showing the Highway Boundary is 300mm back from the edge of the footway, and the rest of the verge is owned by the Hotel. Therefore, it was agreed that the Hotel does indeed have the right to cut the verge area and maintain it.

- iv) **Update regarding Golf Course & Pidgeon Lane Barns (Builders Yard application)**

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Cllr. Hopfensperger has arranged for the Trees Enforcement Officer to visit the site. The Clerk has managed to get a copy of the plan/map from the original application. Cllr. Collier confirmed that last Sunday week he saw a gentleman using a leaf blower to blow grass, and he was causing large amounts of dust to blow over the bungalows in the area. Cllr. Collier reported this to the Hotel and the owner finally called him back regarding this today. He has agreed to a visit and will liaise with Cllr. Collier next week a date and time for Cllr. Collier and Cllr. Flaherty to meet with him.

MC/LF

17/07/17

i)

## **Finance & Policies:**

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

### **Resolved 17/07/17.01**

That the bank balances and reconciliation of payments and receipts be received and adopted and initialled & signed as such by the Chairman (MC). The bank account balance as of 30th June 2017 is £30,242.17.

ii)

## **Cheques for Signing and Approval**

### **Resolved 17/07/17.02**

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

Greene & Greene	Playing Field legal fees	1926	£1,952.25
Signet Signs	Trim Trail signs	1927	£420.00
Mr. & Mrs. Pott	Litter Picking	1928	£108.33
M&TJ's	Grass cutting	1929	£468.00
Mrs. V Bright	Mileage & expenses	1930	£14.62
Elderbury's	Annual donation	1931	£200.00
Toddler Group	Annual donation	1932	£200.00
Village Hall	Annual donation	1933	£500.00
St Martins Church	Annual donation	1934	£500.00
St Martins Church	Tree works donation	1935	£170.00
P. Forster Building Services	Benches, Goal posts, repairs to log roll ramp, & Bugle Distribution	1936	£211.78

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- iii) **Adoption of the 2016-17 Internal Audit Report & Update on External Audit**  
**Resolved 17/07/7.03**  
The Clerk presented the Internal Auditors written report, no issues or concerns were raised other than the issue of the Play Area missing off the Asset Register and missing invoices, which the Clerk has now obtained copies of and will be submitting a VAT Reclaim for. All areas covered received satisfactory Levels of Assurance. **Clerk**
- The Clerk advised that BDO had highlighted an outstanding point on the External Audit and had requested that the Asset Register amount be amended on the 2015-16 column on the Accounting Statement section of the Annual Return to reflect the correct amount, including the Play Area figure. This has incurred a fee of £30. **Clerk**
- iv) **Appointment of Councillor Responsibilities and Representatives on Outside Bodies**  
**Resolved 17/07/7.04**  
Representative on Village Hall Committee – Cllr. Paul Butler.  
SALC Liaison – Clerk.  
SEBC Parish Forum Liaison – Clerk & Cllr. Mike Collier.  
WSOH Point of contact – Cllr. Mike Collier.  
Councillor’s responsible for Planning – Cllr. Mike Collier, Cllr. Jayne Hubbard, Cllr. Penny Borrett & Cllr. Paul Butler.  
Councillor’s responsible for Inspection of Play Equipment – Rota to be agreed at each meeting.  
Councillor’s responsible for Street Lighting – All Councillor’s and Clerk to report.  
Councillor’s responsible for Trees / Footpaths – Cllr. Lizzi Flaherty.
- It was agreed to defer choosing the Councillor’s responsible for Asset Inspection to the next meeting.
- v) **King George V Playing Field Trusteeship Update**  
The Clerk advised that the application had been submitted to Land Registry for the main parcel of land of the Playing Field. **Clerk**
- The Clerk has arranged for the other parties, Catherine Buxton and Barbara Scarfe to sign the Land Registry transfer for the smaller parcel of land and will be sending this to the solicitor next week. **Clerk**
- vi) **Welcome Pack**  
Deferred to the September meeting. The Clerk is to look through the archive files to find the Disc. Cllr. Collier is to start looking at obvious changes needed and to enquire if David Payne has a copy of the Disc. **MC**
- 17/07/8  
i) **Parish Matters:**  
**Defibrillator & BT Phone Box Update**  
The Clerk confirmed that the completed contract had been received from BT. The Telephony will be removed shortly. The Clerk is to order the Defibrillator from CHT and to **Clerk**

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arrange a date for the Public Information session.

ii)

## **Play Area Inspections Report & Agree Inspection Rota**

The Clerk advised that the monthly H&S inspection reports had identified that the log roll ramp bushboard would soon need replacing. The report had also highlighted that some of the timber on the Trim Trail was rotten and needed replacing. The Clerk is to look at quotes for the works needed. Cllr. Hubbard reported no significant issues from the weekly inspections.

Clerk

It was discussed that the gates are looking in bad condition and rotting and may need repairing/replacing in the near future. It was agreed to look at this in the next financial year.

It was agreed that Cllr. Hubbard (JH) would carry out the weekly inspections until the next meeting in September.

JH

iii)

## **Update on Play Area Repairs**

The Clerk confirmed that David Randall had dealt with the weeds and would be raking the bark regularly.

Cllr. Forster confirmed the log roll ramp had been repaired temporarily.

The Clerk advised that the quote for the goal posts had not included painting the cross bars, which are also rusting and need painting. The Clerk advised this would cost £46.00 on top of the original quote of £66.00

### **Resolved 17/07/8.01**

It was agreed to accept and pay the £46.00 on top of the original £66.00 to repaint the goal posts.

iv)

## **Update on Funding for Trim Trail Signage**

The Clerk confirmed the order has been placed with Signet Signs.

v)

## **Bench Maintenance Quotes**

The Clerk confirmed the benches had been completed. She is still trying to locate the owner of the bench for Mr. & Mrs. Fordham.

Clerk

It was agreed to look at replacing the benches in the next financial year.

17/07/9

i)

## **Highways & Footpaths:**

### **Cycleways**

The Clerk advised that no update had been received regarding the Dream Lodge cycleway.

The Clerk was asked to check the law on cyclists using footways and to place a notice in the Bugle.

Clerk

It was discussed that following the WSOH application, if it should be approved then the Parish should enquire about funding from SEBC towards traffic calming and cycleways for

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the village. Cllr. Butler stressed that he would very much like to get our District/County Councillor to get on board with the campaign for cycleways.

## ii) **Leaves & Overgrown Vegetation on Footpaths**

Cllr. Collier advised that M&TJ's had now cut back the nettles and vegetation on some of the footpaths. Cllr. Hopfensperger has arranged the sweeper to come out.

A Sycamore Tree at the churchyard that is overhanging the footway, has a TPO on it and SEBC have advised that this will need an application to have it removed. The Church is arranging for a survey and quote to be undertaken and for an application to be submitted to Planning.

Church

## iii) **Woolpack Road Edging / White Lining Update**

The Clerk advised that Guy Smith had responded and said that white lining would not be considered and that maybe the Parish Council could consider putting in some planters. It was agreed to defer the item until after the WSOH had been resolved.

## iv) **Update on Park Gate Woods**

The Clerk confirmed that Anglian Water did own the land and woods. Anglian Water have instructed Savills to liaise with the Clerk, to ascertain which parts are open to public use and to discuss maintenance of the walks and the possibility of extending the use of it for a public amenity.

Clerk

## 17/07/10 **Correspondence:**

The Clerk presented correspondence from;

- Highways – Consultation on planned junction improvement works at Tayfen Road, Bury St Edmunds and surrounding areas (Northgate Street, Out Northgate and Compiegne Way). The consultation will be open from 9am on Monday 10 July 2017 to 9am on Monday 7 August 2017. We want to enable you to get involved in the consultation in whatever way is easiest for you. To take part in the consultation survey online, visit [www.suffolk.gov.uk/tayfenrd](http://www.suffolk.gov.uk/tayfenrd) Alternatively, you can complete the survey over the phone, or request for a paper copy to be sent to you (call: 0345 603 1842 or email: [tayfenrd@suffolk.gov.uk](mailto:tayfenrd@suffolk.gov.uk)).
- Mr. Zarattini –
  - There appears an almost weekly cutting of grass by the sit on lawn mowers from St Edmundsbury. This extreme cutting looks wasteful and I ask if less cutting would help to allow more money to be given to maintain the pavements opposite the village sign and the pavement into Bury St Edmunds.
  - The subject of speeding vehicles through the parish remains a constant item for PC conversation. Mobile speed cameras have become the main device to help encourage good behaviour from drivers. Therefore, it's very disappointing that the pole used as a base for a camera was removed outside the golf course entrance a year ago. At the last P.C meeting Councillor Collier said he will not be chasing Mr Harris to reinstate the pole that Mr Harris had illegally removed. Councillor Collier stated in the June meeting his

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aim is to have a second camera to calculate the traffic travelling along Barton Hill in relation to the HUB. Any new camera would be most effective if it could record speeding vehicles.

Other options in this area of speed control have included the following;

- Pedestrian crossing. My choice would be a Zebra crossing made in a format which could be movable.
- Reflective verge plastic posts. SCC not allowed? but some old units are already in place outside the Pines. Good to stop parking on the verge, pavement and the vehicles on the road would help slow down traffic.
- Bins to have reflective signs and road markings to be painted again.
- Expanding the 30 mph area and improving the signs along all current 30 mph roads.
- Placing yellow reflective shapes on the black poles when not in use.
- Cameras on the bridge over the bypass which were out of reach of vandalism.

Cllr. Collier reiterated that the Hotel pole was on hold, due to the possibility of a second camera and also the site outside the Hotel possibly being moved, due to Fornham All Saints also having their VAS Unit just a few short meters away and having two so close together seemed a waste of the unit. Traffic Calming is being considered throughout the village and will be on the agenda following the outcome of the WSOH application. It was suggested that Mr. Zarattini address his grass cutting and speeding/traffic calming issues to SEBC and to Highways for their consideration.

17/07/11

## **Councillors Reports and Items for the Next Agenda:**

Cllr. Collier advised that the new Litter Pickers had been appointed, Mr. Laurie & Mrs. Donna Pott, started the job in June 2017 and the Clerk is to put a notice in the Bugle and add them to the Staff list on the website.

Clerk

Cllr. Collier asked the Clerk to find out how frequently the dog waste bins should be emptied and check they are being done.

Clerk

Cllr. Butler offered thanks and congratulations to David Yates and the Church on a successful Church Fete. David Yates advised that support is always needed and gratefully received. Fornham House is secured as the venue for future fetes and it is much appreciated.

**Next Meeting is to be held on Thursday 14<sup>th</sup> September 2017 at 7:30pm in the Village Hall.**

Meeting closed at 9:29pm.

Signed: *G. Hubbard*  
Vice Chair, FSMSGPC

Date: 14<sup>th</sup> September 2017



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