

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 13th October 2016 at 7.30pm

- 16/10/2 **Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:**
Cllr. P. Forster declared an interest in Item 9 (ii). Cllr. P. Butler declared an interest in Item 9 (iii).
- 16/10/3 **Minutes of the last meeting – LGA 1972, Schedule 12, para41(2):**
Resolved 16/10/3.01
The Minutes of the meeting of 8th September 2016 were adopted as a true statement and signed by the Chair (MC).
- 16/10/4 **Local Authority Reports:**
County & Borough Councillor
Rebecca Hopfensperger updated the meeting with the following;
- Devolution – The deadline has been extended for Councils who had agreed to 21/22 November 2016 (excluding the 4 in Norfolk who voted against), to vote on the deal. If anyone votes against the deal at this point, then it will not go ahead. Teresa May is in support of an elected Mayor. Councils who voted against will still benefit from some advantages, but will not have a say in the budget or how it is spent, if the deal goes ahead.
 - WSOH – The application will go in February 2017 for consultation, with the decision expected by the end of March 2017. Details have been added to the plans regarding site changes. The Transfer Station had been moved to face away and the doors will now open into the site not facing residential properties as before. The Feeder Road has had changes (3 lanes), so queuing will not affect Traffic.
 - Highways Issues –
 - Meeting date to be confirmed. The Portfolio Holder, Guy Smith, Highways and a representative of the Ipswich Strategic Planning of Transport are to attend.
 - Sign at Barton Hill is on the works schedule to be done.
 - Reported the sign at West Stow/Colville Rd to be replaced and requested a sign to be erected on the opposite side of the road as well.
 - Reported rut in road where drain works had been carried out.
- Cllr. Butler asked if the Cycle ways could be added to the Hub budget, RH agreed to raise this.
- 16/10/5 **Clerks Report**
The Clerk advised that the Councillor Vacancy would now go to Co-Option at the November meeting, as no applications had been received in time for the October meeting. One application has since been received. The vacancy and eligibility criteria and information how to apply will be in the Bugle and on the website/notice boards, it is hoped more applications can be received before the November meeting.
Cllr. Collier has been working on updating the Asset Register and all Councillors are asked to look at the register for adoption at the November meeting. After the asset register has been adopted, the Clerk and Cllr. Collier will put in place the Risk Assessment procedure/
The Clerk is to compile information for a report for Cllr. Hopfensperger's Locality Budget

RH

Clerk

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regarding the Notice Boards, which have now been erected and look great.
The Village Sign at Barton Hill has now been added to the works schedule for highways.

16/10/6

i)

Planning and Environment

West Suffolk Operational Hub Update

It is hoped that by the December meeting more information and detail on the plans will be available regarding traffic and infrastructure. The final decision in March 2017 is a long way off, to keep residents informed, as currently there appears to be a lack of information, Cllr. Collier suggested that the Parish Council do a letterbox drop, volunteers are available to do this. Cllr. Collier is to draft something before the November meeting and the Bugle deadline of the 16th November.

MC

Tut Hill Update – Houses to start being built Spring 2017. A liaison \group is to be set up with a quarterly newsletter. Tut Hill closure will still be part of the consultation; no formal decision has been made. The school will not proceed, but a Community Facility will be part of the development.

ii)

DC/16/1860/TPO - TPO290(1973) Tree Preservation Order - 2no Limes (T1 and T2 on plan)- re-pollard and Fell 1no - Monterey cypress (T3 on plan) (all within Area A8 of Order) - Woodlands 3 Fornham House Close Fornham St Martin

Resolved 16/10/6.01

No objections.

iii)

DC/16/1991/TE3 - Notification under section 4 of the Communications Act 2003 - Removal of public payphone – Phone Box The Street Fornham St Martin

The issue of adopting the phone box for £1 was discussed, the idea of using it for a Defibrillator was discussed. It was suggested that the Clerk approach Community Heartbeat Trust for more information on Defibrillators' for the November meeting. The Clerk is to contact CHT and BT regarding the power supply for the defibrillator and land ownership before proceeding with the Defibrillator and adoption of the phone box.

Clerk

iv)

DC/16/2134/HH - Householder Planning Application - (i) Two storey rear extension (following demolition of existing conservatory) (ii) Raising roofline to provide accommodation including 3.no dormers - Shangri La 3 South Lodge Drive Fornham St Genevieve

IP28 6TQ

Resolved 16/10/6.02

No objections.

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16/10/7

i) **Finance & Policies:**
Parish Council Bank Balances and Reconciliation from list of payments and receipts and to approve bills for payment

Resolved 16/10/7.01

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 September 2016 is £20,827.31.

ii) **Cheques for Signing and Approval**

Resolved 16/10/7.02

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.

Mrs S Brooklyn	Bugle Editorship	1870	£195.52
Realise Futures	Bugle Printing	1871	£187.91
M&TJ's	Grass Cutting	1872	£468.00
Multisigns Ltd	Play Area Signage	1873	£36.00
Mrs V Bright	Mileage & Expenses	1874	£24.27
Mr D Hoggett	Litter Picking	1875	£188.70
Mr M Collier	Speed Watch Training	1876	£35.00
Mr P Forster	Installation notice boards	1877	£274.00
Mr P Forster	Bugle Distribution	1878	£12.88

iii) **Financial Risk Assessment**

The Financial Risk Assessment for the financial year 2016-17 was reviewed and adopted by the Full Council and signed by the Chairman (MC).

iv) **King George Playing Field Trusteeship Report**

Due to the Chairman's holiday and David Payne also being away, it has been difficult to secure a date to meet. However, the Clerk and Chairman (MC) are to meet with David Payne to discuss the options and a way forward next Tuesday 18th October 2016.

MC/Clerk

16/10/8

i) **Highways Update:**
Pub Footpath White Lining Costings

The Clerk reported that she had not yet received the quotes from Hen Abbott. It was further discussed and it was agreed that it would most likely be an unnecessary cost and would probably not prevent people parking there anyway, so it was decided not to proceed at present.

ii) **VAS/SID Post Update**

Cllr. Collier advised that he had confirmed with David Harris from the Hotel that the post had been found. Cllr. Collier has been liaising with Mr. Harris to collect the pole and to discuss options of where to have it located.

MC

iii) **Cycle ways**

Cllr. Butler gave thanks to Cllr. Hopfensperger regarding the confirmation of the conditions of cycle ways to be provided on the Fornham Park application.

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- iv) **Tollgate Road Markings Update**
The road markings were re-painted the weekend of 24/25 September 2016. Confirmation has been received that the B1106 Thetford Road, with its junction at the bottom of Barton Hill has also been added to the programme of works, although no date has been confirmed. Cllr. Finch, Cabinet Minister for Roads & Transport had responded advising that a new Highway Maintenance Operational Plan (HMOP) will hopefully improve efficiency in future.

16/10/9

Parish Matters:

- i) **Play Area Tree Works Update**

M&TJ's had confirmed that the tree works could be carried out at a cost of £150.00 & VAT.

Resolved 16/10/9.01

It was agreed to ask M&TJ's to proceed with the works.

It was suggested that once the Playing Field Trusteeship is resolved then the Parish Council will ask M&TJ's to do an annual tree inspection and quote for annual tree pollarding.

With regards to annual maintenance of weeds in the play area, the Clerk advised that M&TJ's had quoted £50 & VAT for each application. Mr. David Randall has volunteered to do this for free (the Parish Council would need to reimburse for the weed killer materials). The Council offers thanks to Mr. Randall for his offer.

Resolved 16/10/9.02

The Clerk is to contact Mr. Randall in the Spring 2017 to arrange a schedule to do this for the year and the Council authorizes the Clerk to reimburse Mr. Randall any expense for materials.

- ii) **Village Seating/Green Works Quotes**

The Clerk advised that she had received a quote from M&TJ's for the bench maintenance and for re-instating and tidying the Green. The quote from Peter Forster Building Services had quoted separately for the bench. It was agreed to approach Cllr. Forster and ask him to revise his quote to include the works to the Green, in order to have two comparative quotes for the next meeting.

Clerk/PF

- iii) **Village Hall Ceiling Repairs Donation**

The Clerk is to look at the Council's budget and the Section 137, and also to approach the District and County Councillor for any assistance. The Clerk will report back at the next meeting and the Council will make a decision on a donation then.

Clerk

- iv) **Village Planters**

The Parish Council agree that the planters are not very visible and would consider moving them. It was suggested that we wait until Spring 2017, when the planters can be emptied before the Summer planting. In the interim the Councillor's will arrange to meet with Mr. Randall to discuss and view possible locations, and the Clerk will source quotes to have the planters moved. It was suggested that we also look at purchasing some extra planters as well.

All Cllr's/
Clerk

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v)

OneSuffolk Website

From 1 November 2016, Suffolk County Council will cease to be the provider of this service and Community Action Suffolk (CAS) will become the new provider. As part of the plan to secure the future of the service, an annual charge will be introduced. This charge covers a small fraction of the overall cost of running onesuffolk and is necessary to ensure the service can continue. The Annual cost will be £50 per annum.

Resolved 16/10/9.03

It was agreed to accept the annual fee of £50 per annum and continue with the One Suffolk website service through CAS.

16/10/10

Correspondence

i)

Lark Valley Drive Surfacing Letter

The Clerk has received a letter from a resident stating;

“The pathway on Lark Valley Drive, between Gleneagles Drive and St Andrews Drive, is in a very bad state.”

The Clerk advised she had reported this to Highways Online and received the following response;

“We have investigated your recent report. We have taken into account the severity of the issue and the level of usage and at this time, we do not feel that any action is necessary. However, we will continue to monitor this location as part of routine inspections and works will be carried out if required in the future.”

ii)

Village Hall Bins and Rubbish Letter

The Clerk received a letter from a resident complaining that their bin had been filled up with rubbish by a user of the hall. The Clerk responded;

“I am sorry to hear of your concerns, as I am sure you are aware the Parish Council does not own nor is responsible for the Village Hall and its hire, the Village Hall is a charity run entirely by its own committee. I will of course forward your concerns to the Village Hall Committee members, and I will be happy to raise the issue under Correspondence at tonight's Parish Council meeting for the Councillor's information.”

The Clerk confirmed she had forwarded the complaint to the Committee and Maureen Hockett had replied to say she would contact the resident to discuss this.

VHC

16/10/11

Councillors Reports and Items for the Next Agenda

- **VAS/SID Post Update**
- **King George V Playing Field Trusteeship Update**
- **Asset Register Adoption**
- **Village Hall Ceiling Works Donation**
- **Village Seating/Green Quotes**
- **Defibrillator and Phone Box Update**
- **Councillor Vacancy Co-Option**
- **Village Planters Update**

Next Meeting to be held on Thursday 10th November 2016 at 7:30pm in the Village Hall

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Meeting closed at 9:26pm.

Signed: *Mike Collier*
Chairman, FSMSGPC

Date: 10th November 2016

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