

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Thursday 13th October 2022 at 7.30pm, in the Village Hall

Councillors present: Cllr. J. Borrett - Chair (JBo), Cllr. M Collier - Vice Chair (MC), Cllr. P. Borrett (PBo),
Cllr. P. Butler (PBU), Cllr. S. Eley (SE) & Cllr. P. Forster (PF).

Also present: Vicky Bright, Clerk PC and 4 members of the public.

ITEM	<u>PUBLIC FORUM:</u>
	<ul style="list-style-type: none">• David Randall asked of the flower planter at Barton Hill could be moved to the other side of Russell Baron Road, this was agreed and it will be moved in Spring/Summer 2023.• Pesticide is to be ordered and the Trim Trail is to be sprayed before the bark is spread on 21.09.22
22/10/1	<u>Chairman's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):</u> Apologies: Cllr. Frank Stennett.
22/10/2	<u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u> None.
22/10/3	<u>Councillor Vacancy Co-Option:</u> Removed from Agenda, as position now filled.
22/10/4	<u>Approval of the Minutes of the Parish Council meetings:</u> <u>Meeting held on 8th September 2022 – LGA 1972, Schedule 12, para 41(2):</u> <u>Resolved 22/10/4.01</u> The minutes of the Parish Council meeting held on 8 th September 2022 were adopted as a true statement and signed by the Chairman (JBo).
22/10/5	<u>Local Authority Reports:</u> County & District Councillors: Cllr. Hopfensperger was not present at the meeting.
22/10/6 i	<u>Planning (For Consideration):</u> DC/22/1600/TPO - TPO 030 (1960) - Tree preservation order - one Sweet Chestnut (T1 on plan, within A5 on order) pollard to four metres above ground level. Location: The Laurels, Parklands Green, Fornham St Genevieve <u>Resolved 22/10/6.01</u> No Objections to application DC/22/1600/TPO.
ii	(For Information Only): DC/22/1409/HH - single storey rear extension with pitched roof (following demolition of existing conservatory) Location: 14 Turnberry Drive, Fornham St Martin – <i>Approved 21.09.2022.</i>
iii	DC/22/1378/FUL - RETROSPECTIVE APPLICATION - outdoor gymnasium with open sided exercise shelter and moveable exercise equipment Location: All Saints Hotel, The Street, Fornham St Genevieve – <i>Decision Pending!</i>

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The Chairman advised that the Environmental Health Officer has recommended refusal on the grounds that there is a “detrimental impact on residential vicinity”, the Arboculturist has also recommended refusal.

- iv **DC/22/1339/FUL - a. change of use from cafe (Class E) to mixed use for cafe (Class E) and function events (Sui Generis); b. single storey front and side extensions; c. opening hours to be 8.30am to 4pm Monday to Sunday and Bank Holidays, opening hours for events 5pm to 12am Monday to Sunday and Bank Holidays Location: Fornham Business Court, Unit 11 The Drift, Fornham St Martin – *Decision Pending!***
- v **DC/22/0984/HH - a. single storey rear extension following demolition of existing garden room b. first floor side extensions over existing single storey elements c. replacement veranda d. render to all external elevations e. replacement roof covering f. replacement windows and doors Location: 3 Parklands Green, Fornham St Genevieve – *Approved 11.10.2022.***
- vi **DC/22/1494/HH - a. single storey first floor extension with balcony b. installation of door to side elevation c. single storey rear extension. Location: Larks Pool, Mill Road, Fornham St Genevieve Suffolk – *Decision Pending!***
- vii **Update on Planning Appeal 22/0039/STAND (Application DC/21/1142/FUL a. change of use of part of golf course for the siting of 15 caravan lodge holiday homes b. associated infrastructure Location: All Saints Hotel, The Street, Fornham St Genevieve) – *Pending Appeal Decision!***
- viii **DC/21/1426/FUL – a. reconfiguration of second floor roof to existing bedroom wing b. four storey linked extension creating 37 bedrooms and three residential dwellings on the second floor – *Delegated 12th July 2022 *Recommended for Refusal – Refused 12.10.2022.***
- ix **Update Enforcement Ref: St Johns Plantation/Golf Course Trees EN/21/0057 & Update on B1106 Ditch (SCC) & Footpath 003 obstruction**
The Clerk advised that there is still no response from Rachel Almond regarding the re-planting schemes agreed by the Tree Officer last year. The Clerk will follow up with Cllr. Hopfensperger.
- The trees removed on the B1106 were reportedly approved by WSC as they were dangerous, apparently a re-planting scheme has been agreed with the Hotel. The Clerk is to clarify that the trees removed are the ones that were approved to be removed and that no extra trees have been felled. She is also to advise Enforcement of the temporary access that has also been created.
- SCC have confirmed that the ditch should not have been filled in and have forwarded to the SCC Enforcement Team to deal with it. The engineer also identified the temporary access and damage to the footways by plant machinery and this has also been reported to enforcement and copied to WSC.
- Footpath 003 has been obstructed by temporary fencing due to the building works, the Clerk reported the obstruction to PROW, but is yet to receive any response.

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- x **Update on West Suffolk Local Plan Preferred Options Consultation**
The Clerk confirmed that the PC submission has been received and is now published online and can be viewed with the documents online. The Clerk is to email to reiterate that the village should remain an infill village and not be changed to a Type A.
- 22/10/7
i **Highways/Footpaths & Trees:**
Update on Outstanding Highways Issues (RH)
A walk-a-bout to go over all outstanding issues and any new items has been arranged with Andy Moore for Friday 28th October 2022. Cllr.' Are to email the Clerk with any new items to be raised.
- ii **Highways Investment Fund Sites Update (RH)**
No update.
- iii **Update on Street Furniture Licence Application and Highways Gates**
The Clerk is currently working on the application and the Locality Grant application for Cllr. Hopfensperger.
- iv **Vegetation/Skirting on verges/footways/public footpaths Update SCC Ref: 00365939, 00365940, 00373074 (RH)**
These items will be added to the walk-a-bout on the 28.10.22 for update.
- v **Ivy/Brambles south boundary of churchyard (facing the Playing Field) - Update on Landowner or action taken**
The Clerk is to write to the Manager of the Farm and also to the Peter House College, who are the landowners. The Clerk is also to confirm what the PC can and can't do with regards to clearing vegetation themselves on privately owned land.
- 22/10/8
i **Parish Matters.**
Weekly & Monthly H&S Play Area/Trim Trail Inspection Reports / Agree Rota
A post on the monkey bars has been identified as having rot and needs replacing, the Clerk is to look at quotes. Cllr. J. Borrett will do the inspections until the November meeting.
- ii **Update on Bark Top-up for Trim Trail**
The bark has been ordered and will be delivered 21.10.2022. Thanks to the Cllr's and David Randall who have volunteered to spread the bark.
- iii **Discuss Fruit Tree Replacement Quotes/Options at Playing Field**
The Clerk advised that Greener Growth had not responded to her enquiries regarding the types of trees to order and suppliers. The Clerk is to look at options and quotes to replace the trees, she is also to look into the Queen's Canopy Project. Cllr. Borrett (JBo) and David Randall are to advise the Clerk how many trees are needed and where they are to be planted.
- iv **Update on Gates Installation at Playing Field & discuss other security measures (i.e., overhead barrier, fence/hedge gaps, side gate, utilities)**
The Clerk advised the gates have been ordered. The Clerk presented a quote to install via email and the following vote was recorded; 5 For, with 1 abstaining.
Resolved 22/10/8.01
It was agreed by majority to approve the installation quote form Will Ford for a total of £385.

Fornham St Martin cum St Genevieve Parish Council

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The gates are scheduled to be installed early December and Will Ford will collect the gates directly from MW Nice.

Phase 2 is to be discussed on the next agenda and will include items such as, barrier quotes, fencing/hedging gaps, utilities access and manning of the gate when opened for church and village events.

v Discuss Bugle Editorial Vacancy Applicants and Interviews

The Clerk advised that she had received 2 applicants, it was agreed that Cllr. Borrett (JBo) and the Clerk would arrange interviews, to be held at 6pm in the Village Hall, date TBC. Cllr. Borrett (JBo) will compile the next edition, with hopefully the successful applicant starting with the December/January edition.

vi VAS/SID Data Report / Discuss Lithium Batteries Upgrade

Thanks to Matthew, who is doing an excellent job. The oldest machine is sited on the Green (village sign), the second oldest is sited on Barton Hill, with the new machine in the central village. The batteries have now been sorted and are in the right machines, so there is no need to order new one sat present. The Clerk is to contact Westcotec regarding quotes for a new charger and to query the data collection unit for the new machine. Matthew is looking at the electricity costs associated with the charging of the batteries. The Clerk is to contact the Police to request any Traffic Survey Data and Accident Data for the villages for the last 2 years.

22/10/9

Correspondence:

- Warm Homes Suffolk

“West Suffolk Council has already completed more than £1.5m of energy efficiency improvements to around 150 homes. Now we are aiming to deliver improvements to another 150 households by the end of March when the current Government funding is due to end.

The scheme aims to improve the energy efficiency of homes that have a low Energy Performance Certificate (EPC) rating of D to G. Residents can check their EPC rating at www.gov.uk/find-energy-certificate - the website contains useful information for all households on steps they can take to improve the energy efficiency of their home. If their property doesn't have an EPC, one will be carried out as part of the scheme.

Households need to be on an income of £30,000 or less to be eligible for this work. The scheme is open to residents who own their home or are paying a mortgage. Tenants who are in a private rented home can also qualify but their landlord would need to pay for part of the work. Housing association tenants should contact their landlord to see if they qualify for improvements.

As well as helping residents stay warm and keep their heating costs as low as can be, the work also reduces carbon emissions and is part of our wider work to improve the environment and tackle climate change.

The money for the scheme has been awarded by the Government's Department for Business, Energy, and Industrial Strategy (BEIS) and is subject to Government criteria.

Residents can register to be considered at www.warmhomessuffolk.org

Fornham St Martin cum St Genevieve Parish Council

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After registering, the resident will be contacted to arrange a site visit from a council officer to discuss the work that will be most beneficial to their home.

A county-wide awareness campaign has also been launched by Warm Homes Suffolk. We will be posting both our own social media, and sharing the Warm Home Suffolk social media posts, to raise awareness and encourage eligible residents from across West Suffolk to take up this offer. In the meantime, we will continue to update our cost-of-living webpage at www.westsuffolk.gov.uk/cost-of-living – again please direct residents to this for with helpful information and advice.

- Silver Sunday

***Silver Sunday** is a much needed “silver lining” in these particularly challenging times. A day to bring communities and generations together. A day for older people and their carers to get out and enjoy themselves, make new friends, discover their local area, and feel valued.*

Before the pandemic in 2019 there were more than 1,200 free events across the UK, attended by tens of thousands of older people. This year, with your help, we hope to exceed this.

*More than 150 organisations have already pledged their support. **Afternoon Tea at Lord’s Cricket Ground**, more than **100 events for ‘Silver Salisbury’**, **Dance Workshops with the English National Ballet**, a **History Talk at the RAF Museum in Hendon**, a **Variety Show in Edinburgh**, **Walking Rugby in Sevenoaks**, **Digital Workshops with Three Discovery**, community events nationwide with **Metro Bank**, a **Walking Football Tournament in Worcester**, and **Silver Sunday in Belfast** are just a few of the events lined up for October. We are so excited to see local communities coming together to enjoy them all on (and around) 2 October.*

All of these and more will be added to our [Silver Sunday map](#) in the coming weeks. Please do check what’s happening in your local area and, if you can, go along to an event to show your support.

22/10/10

i

Finance & Policies:

Parish Council Bank Reconciliation from list of payments/receipts

Resolved 22/10/10.01

The bank balances and reconciliation of payments and receipts were received and adopted and initialled & signed as such by the Chairman. The bank account balance as of the 30th September 2022 is £30,493.02.

ii

Cheques for signing and approval and to authorise payment of outstanding invoices

Resolved 22/10/10.02

It was agreed to approve payments of outstanding invoices as below and cheques were signed by Cllr. M. Collier & Cllr. P. Forster.

Mrs V Bright	Mileage & postage	002309	£21.53
Mrs D Pott	Litter picker	002310	£108.33

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SALC	Payroll Apr-Sept 22	002311	£54.00
PKF Littlejohn LLP	Audit 21/22	002312	£240.00
CAS	Onesuffolk website fee	002313	£60.00
First Impressions	Bugle printing	002314	£362.26
WSC	Grass cutting Playing Field	002315	£1324.32
M&TJ's	Grass cutting Inv 14726	002316	£240.00
MW Nice Ltd	Gates	002317	£436.19
Gallagher Insurance	Insurance	002318	£972.96

- iii **To Adopt the External Audit Report for the Annual Return Financial Year 2021/22**
Resolved 22/10/10.03
The External Audit Report was adopted by the Council.

The report has been published on the PC website and notice board before 30th September 2022.
- iv **Discuss the Option to opt out of the SAAA central external auditor appointment arrangements**
Resolved 22/10/10/04
It was agreed NOT to opt out of the SAAA central external auditor appointment arrangements and thus to remain in until 2027.
- v **Agree & Adopt the PC Annual Insurance Schedule and Quote for 2022-23**
Resolved 22/10/10.05
It was agreed to adopt the Insurance Policy and Schedule under the LTA for the year 2022/23 through Hiscox at a total premium of £972.96.
- vi **Consider a donation to the Fornham St Martin Toddler Group**
Resolved 22/10/10.06
It was agreed to give a S.137 donation of £200 to the Fornham Toddler Group.
- vii **Discuss Clerk Laptop Purchase and Electronic Files Back-Up Procedure – Agree cost of USB Memory Sticks**
The Clerk is to order new memory sticks to replace the back-up ones that have stopped working. The Clerk is to look at options/package and costs for a laptop to be used by the Clerk.

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The next Parish Council Meeting is to be held on Thursday 10th November 2022 at 7:30pm, in the Village Hall, followed by the King George Playing Field Trustee Meeting.

Meeting closed at 9:49pm

Signed: J. Borrett
Chair, FSMSGPC

Date: 10th November 2022