

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 14th June 2018 at 7.30pm

Councillor's Present: Cllr. Mike Collier (MC), Cllr. Gary Hubbard (GH), Cllr. Jayne Hubbard (JH), Cllr. Peter Forster (PF), Cllr. Paul Butler (PBU), Cllr. Lizzi Flaherty (LF) and Cllr. Penny Borrett (PBo).

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

Item		Action
	The Chairman welcomed everyone present.	
	<u>Public Forum – LGA 1972, Section 100(1):</u> David Yates advised that he had received a response regarding the works at Tayfen Road and it had been confirmed that There was to be no middle lane. A Toucan crossing has also been rejected, as this was not possible as 3 sets of traffic lights would be required. It was mentioned for a shared Cycle/Pedestrian path (Station Hill/Tayfen Rd) the full length of Fornham Road when funds were available.	
18/06/1	<u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> None. <u>Absent:</u> None.	
18/06/2	<u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> None.	
18/06/3	<u>Minutes of the Annual Parish Council meeting – LGA 1972, Schedule 12, para41(2):</u> <u>Resolved 18/06/3.01</u> The Minutes of the Annual Parish Council meeting of 10 th May 2018 were adopted as a true statement and signed by the Chair (MC).	
18/06/4	<u>Local Authority Reports:</u> <u>County & Borough Councillor</u> Cllr Rebecca Hopfensperger was not present at the meeting.	
18/06/5	<u>Clerks Report:</u> The Clerk advised that she is to chase the damaged sign at Parklands Green.	Clerk
	The Clerk advised that the wooden bus shelter at the top road was starting to deteriorate and was covered in graffiti. It was suggested that the Clerk look at maintenance/replacement options and quotes.	Clerk
18/06/6 i)	<u>Planning and Environment for Consideration:</u> <u>DC/18/0829/OUT – Outline Planning Application for 1 Dwelling – Land adjacent to the Old parsonage, The Street, Fornham St Martin</u> The applicant was present at the meeting and presented further plans and gave a statement about the development and its need.	

Fornham St Martin cum St Genevieve Parish Council

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Resolved 18/06/6.01

No objections to application DC/18/0829/OUT.

- ii) **DC/18/0770/FUL – 1 Pavillion on external decking to Lodge Plot no.19 (retrospective) – Chalet Site, Fornham Park, Fornham St Genevieve**

Resolved 18/06/6.02

No objections to application DC/18/0770/FUL.

The Clerk was asked to express the Parish Council concerns over the increase in retrospective planning applications, and also to write to Fornham Park asking them to include in their brochures and terms that planning application needs to be applied for any development after purchase.

- iii) **WSOH / CLG Update**

Work is progressing and the contractors appear to have an excellent reputation when it comes to Community involvement. The works appear well planned and organised. The layout and works for the drainage pipe are yet to be confirmed.

MC

For Information only:

The Clerk advised that no update on the appeal for application DC/16/2792/FUL had yet been received.

The Clerk advised that she had received a letter of objection for application DC/18/0730/HH, but this had been received after the meeting when the application was considered by the Parish Council and after submission of No Objections. Therefore, the Clerk will reply to the resident objecting to explain this, and suggest they submit their objections directly to Planning Authority.

Clerk

18/06/7

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

Resolved 18/06/7.01

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 1st June 2018 is £25,459.90.

- ii) **Cheques for Signing and Approval**

Resolved 18/06/7.02

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

M&TJ's	Grass cutting Apr/May	2003	£960.00
Mr. & Mrs. L Pott	Litter picking	2004	£108.33
Mrs. V Bright	Mileage & expenses	2005	£30.57
Mrs. S Brooklyn	Bugle editorship Issue 99	2006	£182.50
Community Workshop Ltd	Bugle Printing	2007	£340.27

Fornham St Martin cum St Genevieve Parish Council

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	Mr. A Horne	Mole catcher	2008	£30.00	
iii)	<p>Bugle Printing Quotes</p> <p>The Clerk presented two quotes from Printways and Corporate Tiger, the current printers are still cheaper. It was suggested that the Clerk look into quotes from the Borough Council and also from the printers who print the church newsletter. The Clerk is also to look at whether the advertising income covers the space for the adverts and the cost of printing these, and will present a report on cost comparison.</p>				<p>Clerk/MC</p> <p>Clerk</p>
iv)	<p>GDPR Update</p> <p>The Clerk advised that she is working towards compliance and is currently drafting police and consent templates for approval at the next meeting.</p>				Clerk
v)	<p>Annual Parish Meeting Feedback</p> <p>It was agreed that the turn out this year was quite low. It was discussed how to improve publishing the meeting, and it was agreed to look into leaflet drops next year and better notification in the Bugle and perhaps use of Social Media to stress the importance of attendance and having the opportunity to have their say. The idea of incentives and positive reinforcement are to be considered nearer the time.</p>				
18/06/8	<u>Parish Matters:</u>				
i)	<p>Review Grass Cutting/Landscaping Schedule & Confirm SEBC Schedule</p> <p>The Clerk confirmed that Cllr. Hopfensperger and Guy Smith had sent the Grass Cutting schedules and maps and also the procedure for clearing the Gully's. The costings for the Parish taking the grass cutting in-house are to follow. The Clerk and Cllr. Collier are to meet to go through the schedules and maps from SEBC/SCC and make a list of any queries or concerns to go back to them. The Clerk was asked to report the state of the footpath, the furs section on Thetford Road Bypass (first gate) and the Golf Course. The Clerk also reported that SEBC had apologized for M&TJ's being asked not to collect the leaves, they agree that this should be encouraged.</p>				<p>Clerk/MC</p> <p>Clerk</p>
ii)	<p>Play Area Inspections Report & Agree Inspection Rota</p> <p>No issues were identified. Cllr. L. Flaherty offered to do the weekly inspections until the next meeting in July 2018.</p>				LF
iii)	<p>New Notice Board at Barton Hill</p> <p>The Clerk advised that the Locality Budget grant payment has not been received as the first application had been lost by the Locality Team and the second one had then been sat in their Draft box, as someone had forgot to press send. The Clerk has now received the confirmation letters and signed and returned the forms, so the funding should be received in the bank soon, the Clerk will then order the notice board.</p>				Clerk
18/06/9	<u>Highways & Footpaths:</u>				
i)	<p>VAS Data & To Consider Purchase of a Second VAS Unit</p> <p>The Clerk confirmed that the current VAS unit did have included a Data Recording Unit and the software and cables should be in the case/bag, Cllr Forster is to check this. The</p>				PF

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Clerk reiterated that the data recorded can be downloaded and compiled and then sent to the Police to request further Speed Checks and it can also be used in support of traffic calming applications to Highways. Cllr. Flaherty offered to look at the software and data to see if she could compile it, the Clerk is to approach Bernard Grimshaw from Fornham All Saints for his help and training for Cllr. Flaherty.

Clerk/LF

The Clerk presented a quote for a second VAS Unit. It was agreed that this was a good idea and the Clerk is to approach Cllr. Hopfensperger for funding. The decision on whether to rotate the two VAS units on the existing sites, or whether to apply for further sites to be approved in the villages is to be considered at a later date.

Clerk

Cllr. Butler expressed his views on the importance of having a Policy of Traffic Calming and Cycleways within the village and suggested that we approach the WSOH developers about funding, assistance etc. for this.

ii) **Ramblers Footpath Update – Kytson Road**

The Clerk reported that she had received a reply from Andrew Hinchley from the River Lark Catchment Partnership (RLCP), who had advised that proposal for the footpath was included in the 2009 Green Infrastructure document and had been endorsed in the 2020 Vision Plan, and as such is a legally valid plan. The footpath has been 9 years in the making and there are six organisations involved. Historically there has been a Tow Path and the idea is to restore access to the river. SCC have leased to the SEBC on a 100-year lease. There has been a delay due to problems securing a lease through British Sugar, but it is hoped this issue will soon be resolved. The project is still in early days and it is felt that it will benefit a lot of people, albeit some disadvantage to others is recognised. Some tree clearing has been carried out, due to an opportunity arising to do it, which they took. It is hoped that soon the Public Consultation will be carried out by SCC PROW, and it is stressed that there is the intention to extend the consultation period past statutory to allow all residents and the Parish Council to express their comments. It was also suggested the RLCP attend a Parish Meeting to answer any questions. Cllr. Julia Wakeland is aware of the proposal.

iii) **Highways Parish Forum Feedback (29th May 2018)**

The Clerk attended the Parish Forum on 29th May, with Highways in attendance. The Assistant Director of Operational Highways, Mark Stevens and Cllr. Mary Evans (Member for Highways & Transport) were present and they gave a presentation on Highways responsibilities and their budget. A Question session followed, but parishes were limited to one question each. The Clerk raised the issue of lack of communication and accountability from Highways and detailed the ongoing issues with flooding in the village at the BMW garage and the issues with Gulley clearance. The Clerk is to forward these ongoing and unresolved issue to Mark Stevens for his attention.

Clerk

The Clerk will forward the meeting minutes and the Highways Presentation slides to all Councillors.

Clerk

Cllr. Butler expressed his concerns at the damage being caused to Bury St Edmunds and its retail, due to poor Highways repairs and improvements which have reduced lanes in and out, along with the excessive parking charges and the increase in Business rates.

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A resident in the audience advised that the Chamber of Commerce are campaigning for A14 improvements, infrastructure and utilities and parking issues are all being considered.

18/06/10 **Correspondence:**
Police Connect

The Clerk has signed up to a new Police Messaging Group.

Consultation – Suffolk Minerals & waste Local Plan

<https://www.suffolk.gov.uk/mineralsandwaste> 11th June - 23rd July 2018. Public Engagement Event to be held on 21st June 2018 between 3pm-7pm, at Worlington Village Hall or 27th June 2018 between 3pm-7pm, at Claydon and Barham Village Hall.

Letter Ref: Fulford Close Parking

The Clerk read a letter from a resident advising that one of the residents from Fulford Close was using the area of grass which separates Fulford Close from the main road as a parking space for cars for sale. The Clerk advised that she had reported this to SEBC and Parks & Property Services had asked their Grounds Maintenance Officer, Rebecca Davis to investigate under Reference WK201814020. The Clerk has replied to the resident advising them of the details.

8/06/11 **Councillor's Reports and Meetings Attended & Items for the Next Agenda:**

- WSOH / CLG Update
- Footpaths Update
- Update on appeal for application DC/16/2792/FUL
- Grass Cutting Update
- VAS / SID Data update
- New notice board Update
- Wooden Bus Shelter Maintenance Quotes
- Bugle Printing Options and Costs Report
- General Data Protection Regulation Update & to Adopt Policies

Next Meeting is to be held on Thursday 12th July 2018 at 7:30pm, in the Village Hall.

Meeting closed at 9:44pm.

Signed: *Mike Collier*
Chairman, FSMSGPC

Date: 12th July 2018

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