

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 9th February 2017 at 7.30pm

Councillors Present: Cllr. Mike Collier (MC) – Chair, Cllr. Gary Hubbard (GH), Cllr. Peter Forster (PF), Cllr. Paul Butler (PBU), Cllr. Lizzi Flaherty (LF) and Cllr. Penny Borrett (PBo).

Present: Vicky Bright - Parish Clerk. 8 members of the public were present.

| Item | | Action |
|---------|---|--------|
| | <p><u>Public Forum – LGA 1972, Section 100(1):</u> Residents raised questions and comments regarding the two planning applications on the agenda, the Chairman agreed that these comments could be raised at the item on the agenda.</p> | |
| 17/02/1 | <p><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u> Cllr. Jayne Hubbard. <u>Absent:</u> None.</p> | |
| 17/02/2 | <p><u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u> Cllr. P. Forster declared an interest in Item 10 (iii).</p> | |
| 17/02/3 | <p><u>Minutes of the last meeting – LGA 1972, Schedule 12, para41(2):</u> <u>Resolved 17/02/3.01</u> The Minutes of the meeting of 12th January 2017 were adopted as a true statement and signed by the Chair (MC).</p> | |
| 17/02/4 | <p><u>Local Authority Reports:</u> <u>County & Borough Councillor</u> Cllr. Rebecca Hopfensperger was not present at the meeting.</p> | |
| 17/02/5 | <p><u>Clerks Report:</u> The Clerk reported that she had sourced training for Cllr. Flaherty, Cllr. Borrett and Cllr. Hubbard (JH), through SALC and she provided details to all Councillor's to confirm the date they preferred.</p> <p>The Clerk advised that there had been no update provided by Cllr. Hopfensperger regarding the issue of the Trees at Lark Valley, as discussed at the last meeting.</p> <p>The Clerk advised that the former Clerk, Paul MacLachlan had raised concerns that the Clerks contact details had not been amended with the Charity Commission, the Pensions Regulator and on the SCC website. The Clerk explained that the Charity Commission had been unable to be amended due to the issue of the Trustees of the Playing Field not yet being finalised, but she had now amended the details elsewhere.</p> <p>The Clerk advised that following receipt of concerns regarding the new signs that have</p> | |

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appeared outside the All Saints Hotel, she had contacted the Borough Council and been advised that they had not been able to find any recent advertisement consent at this location and would investigate further.

The Clerk reported that she had found several different types of air quality monitors, with varying prices. It was agreed that this would be a beneficial scheme in relation to the WSOH campaign and the Clerk is to investigate these further. The Clerk made reference to the Great Barton Air Quality Consultation which is currently taking place.

Clerk

17/02/6

i)

Planning and Environment:

DC/16/2682/FUL - 1 no. building (B2) to replace existing temporary and semi-permanent buildings (B2) - Eastern Concrete Ltd Fornham Park Fornham St Genevieve IP28 6TT

A statement from the Agent was read out, however it was felt that the statement did not answer fully the questions raised.

The following points and concerns were discussed and considered;

- The height of the proposed development and the need to reduce its visibility. The size is four times that of the existing buildings.
- The Public Health & Housing suggestions are considered important, especially in relation to operating hours.
- Would the proposed development increase traffic quantity, as the current licence does not include visitor traffic?
- Fornham Park is a special Landscape area and historic parkland. It was felt that the development did not enhance the character or nocturnal character of the landscape.
- The lighting at night is intrusive and it was suggested that the applicant consider shielding or flattening the light, any further lighting would be inappropriate.
- There are several TPO's in the area to be considered.

Cllr. Butler (PBU) proposed objections to the application, all were in favour.

Resolved 17/02/6.01

It was agreed to Object to application DC/16/2682/FUL.

ii)

DC/16/2792/FUL - Planning Application - Change of use of park land to land for siting of 26no. additional holiday lodges with access from B1106 - extension to previously approved application SE/05/02293 - The Dream Lodge Group Fornham Park Fornham St Genevieve

The following points and concerns were discussed and considered;

- The possibility if more developments planned in the future.
- The Sub-letting of the lodges and the nature of the business, resulting in possibly more noise, light pollution, litter and car/cycle/pedestrian traffic, for which the current infrastructure could not cope.
- The advertised tourist links on the Dream Lodge website did not support local business and tourism sites, but those for Norfolk (Thetford/Brandon).
- The Golf course plans had been dropped and they were no longer required to build or open it.
- The proposed new lodges are in close proximity to the sewerage works, which could result in a lack of revenue.
- There is a need for additional facilities to support any proposed further lodges, such

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as, shops, utilities and cycle ways/footpaths.

- SLA DM13 declares it is a protected isolated site. It was previously stated in the last application that more than 26 lodges would be excessive.
- There will be a huge impact on the SLA area. There are several sensitive residential receptors close to the proposed development.

Cllr. Collier proposed objecting to the application, all were in favour.

Resolved 17/02/6.02

It was agreed to object to application DC/16/2792/FUL.

- iii) **SCC – LA 121379 - Westley Bridge on Newmarket Road, Bury St Edmunds will be closed from 13 February 2017 to 7 April 2017**

17/02/7

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

Resolved 17/02/7.01

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 February 2017 is £13,223.27.

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

Resolved 16/02/8.02

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.

| | | | |
|------------------|--------------------------|------|-----------|
| Westcotec | VAS Repairs | 1894 | £1,800.00 |
| Mr. D Hoggett | Litter Picking | 1895 | £150.96 |
| Mrs. V Bright | Mileage & Expenses | 1896 | £13.47 |
| Realise Futures | Bugle Printing | 1897 | £146.35 |
| Mrs. S Brooklyn | Bugle Editorship | 1898 | £191.02 |
| FSM Village Hall | Ceiling Donation | 1899 | £500.00 |
| Mr. P Forster | Bugle Delivery | 1900 | £44.36 |
| Mr. P Forster | Gate repairs (play area) | 1901 | £37.50 |

- iii) **NJC Salary Pay Scales Increase 2017/18**

The Clerk advised that NALC had approved the new NJC Pay Scales for Clerks for 2017-18 and her SCP Point had increased from £10.944 to £11.054 per hour. Cllr. Borrett proposed adopting the NJC Pay Scale increase, the vote was unanimous in favour of.

Resolved 17/02/8.03

It was agreed to increase the Clerks salary to £11.054 per hour in line with NJC Pay Scales with effect from April 2017.

- iv) **Review of Clerks Annual Office Allowance**

The Clerk advised that HMRC guidance stated that the allowance for Parish Clerks should

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be £4 per week (£208 per annum). Cllr. Collier proposed accepting HMRC guidance and increasing the Clerks Annual Office allowance accordingly.

Resolved 17/02/8.04

It was agreed to increase the Clerks Annual Office Allowance to £4 per week (£208 per annum), with effect from the 1st April 2017.

v) King George V Playing Field Trusteeship Update

The Clerk advised that the Solicitors had confirmed that they now have details of Robert Long's Executors and they have located Peter Haselhurst in Scotland and can now circulate the Deed of Retirement and Appointment of Trustees amongst them for signature.

vi) Litter Picking Contract Review (Resignation of David Hoggett)

The Clerk advised that she had received David Hoggett's resignation, with effect from the end of March 2017. It was agreed that this would be a good time to review the salary and hours of the position. The Clerk is to investigate hourly rates for litter pickers locally and to investigate further options for the contract before the next meeting.

Clerk

vii) Review of Production & Publication of the Minutes of Meetings

It was agreed that the minutes should be kept as short and brief as possible, whilst still being to the point. The Clerk is to continue to publish the full minutes on the Council's website, with an abbreviated version, or Monthly Parish Council report being submitted to the Bugle. The Clerk is to draft some examples for the next meeting to be approved.

Clerk

17/02/8 Discussion on Agenda and Content of the Annual Parish Meeting 2017

It was agreed to follow the same format as the previous year. The item is to be discussed further at the next meeting.

17/02/9 Highways Update:

i) VAS/SID Post Update & Repairs to Vandalised VAS Unit

The Clerk and Cllr. Collier confirmed the repairs to the VAS had been completed and the unit was back up and working. Cllr. Collier advised that he had not yet arranged for the post to be re-erected, due to David Harris being on holiday.

MC

ii) Options/Costings for Re-Painting White Lining or Signage for Consideration - The Street (herringbone road markings outside the Woolpack Pub)

The Clerk is yet to hear back from Highways regarding options and costs. Deferred to the next meeting. The Chairman expressed his disappointment in their lack of response.

iii) Potholes and Damaged Signs (Incl. Village Sign Re-Erection) Update

The Clerk had reported the potholes outside the Hotel. She is to chase up further potholes for repair with Highways. The Clerk reported the damaged sign on Barton Hill, this is to be chased up for repair. Cllr. Forster confirmed that the posts for the Village Sign had been ordered and it should take 3-4 weeks for works to re-erect to commence.

The Clerk was asked to report the issues on the Barton Hill Roundabout to Highways. The Clerk was also asked to report the speeding (Night racing) on Barton Hill Road (Gt Barton/Thetford Roundabout) to the SNT.

Clerk

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- 17/02/10 **Parish Matters:**
- i) **Great British Spring Clean Weekend 3rd-5th March 2017**
It was agreed that this would not go ahead due to the fact the Council already employs a litter picker regularly.
- ii) **Defibrillator & BT Phone Box Update**
The Clerk advised that she had submitted the application for funding to the Big Lottery Fund, but was still waiting their decision on whether this had been approved.

The Clerk was still waiting to hear from BT regarding the Phone Box adoption.
- iii) **Play Area Inspections Report & Repairs Update & Quotes & Agree Inspection Rota**
The Clerk is to look at options/quotes to replace the Trim Trail instruction signs for the next meeting. **Clerk**

Cllr. Forster has completed the repairs to re-set the gate at the Play Area.

It was agreed that Cllr. Forster would continue with the weekly inspections until the next meeting. **PF**
- iv) **Street Lighting (The Cut) Update**
The Clerk is to chase Cllr. Hopfensperger and SCC. **RH**
- v) **Mole Trapping (Playing Field)**
Cllr. Collier confirmed that the usual contractor was now unable to do the works. The Clerk presented two quotes from local companies. It was suggested that the Clerk get a quote from the company which does the Mole trapping for the Church. The Clerk is to enquire and present quotes at the next meeting. **Clerk**

17/02/11 **Correspondence:**
None.

17/02/12 **Councillors Reports and Items for the Next Agenda:**

- **Welcome Pack Review**
- **PC Representatives on External Bodies and Appointed Responsibilities**
- **Cycle ways/WSOH Campaign/Air Quality Monitoring Options**
- **VAS/SID Post Update**
- **King George V Playing Field Trusteeship/Land Registry Update**
- **Defibrillator and Phone Box Update**
- **Trim Trail Signage Quotes & Mole Trapping Quotes**
- **Highways Update/Quotes**
- **Minutes Publication Options for the Bugle**
- **Street Lighting Update (The Cut)**
- **Litter Picking Contract Options/Advert**

Next Meeting to be held on Thursday 9th March 2017 at 7:30pm in the Village Hall.

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Meeting closed at 9:50pm.

Signed: *G. Hubbard*
Vice Chairman, FSMGPC

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