

# 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 9<sup>th</sup> June 2016 at 7.30pm

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

**Present:** Vicky Bright - Parish Clerk and Rebecca Hopfensperger, Borough & County Councillor.  
4 members of the public were present.

Item	Action
<p>The Chairman welcomed everyone.</p> <p><b><u>Public Forum – LGA 1972, Section 100(1):</u></b> The Larks Pool application has now been to panel for the third time and has had the following conditions corrected and applied;</p> <ul style="list-style-type: none"> <li>• Hours of Use to not include Sundays or Public Holidays</li> <li>• No Lorry Parking over 3.5 tonnes</li> <li>• No storage of external materials/plant or waste on site</li> </ul> <p>Wi-Fi at the Village Hall was raised with the Council being presented with 4 possible options.</p>	<p></p> <p style="text-align: center;"><b>VHC</b></p>
<p><b>16/06/1</b>     <b><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2):</u></b> Cllr. Paul Butler. <b><u>Absent:</u></b> None.</p>	
<p><b>16/06/2</b>     <b><u>Declarations of Members’ Interests (for items on the agenda) – LGA 2000 Part III:</u></b> None.</p>	
<p><b>16/06/3</b>     <b><u>Minutes of the last meeting – LGA 1972, Schedule 12, para41(2):</u></b> <b><u>Resolved 16/06/3.01</u></b> The Minutes of the AGM meeting of 23<sup>rd</sup> May 2016 were adopted as a true statement and signed by the Chair (MC).</p>	
<p><b>16/06/4</b>     <b><u>Local Authority Reports:</u></b> <b>County &amp; Borough Councillor</b> Rebecca Hopfensperger updated the meeting with the following;</p> <p>The site visit in the village to discuss Highways issues with Hen Abbott is still to be confirmed hopefully within the next two weeks.</p> <p>The repairs to the village sign on Barton Hill has been scheduled, but is not considered a priority.</p> <p>With regards to the retrospective planning approval on the Bund, this has now been inspected by Highways, and identified with no physical safety issues. It was agreed that Cllr. Hopfensperger will raise issues of concern regarding this application, in the</p>	<p style="text-align: center;"><b>RH/Clerk/MC</b></p> <p style="text-align: center;"><b>RH</b></p>

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hope that it will be taken to panel.

All Highways issues in the village have now been reported online. Any Highways issue can be reported by the public via the Suffolk County Council website. Guidelines on how to do this are on the Parish Council website.

Cllr. Hopfensperger agreed that she would instruct Nigel Painting to remove the village from the VAS Scheme rota.

RH

The WSOH will be discussed under Item 7 on the agenda.

16/06/5

## Clerks Report

i)

The Clerk advised that the 3 further sets of brackets for the VAS had been ordered by Cllr. Collier.

Cllr. Hopfensperger has confirmed that the repairs to the village sign on Barton Hill are now scheduled.

The Clerk confirmed that she was in the process of updating the Governance Documents & Policies on the website and was using this opportunity to update the website in full.

Clerk

ii)

The Clerk advised that she would be looking at streamlining the format and layout of the agenda and minutes, and also the system for accounts and bank reconciliation. The Clerk also advised that updated contact details for the Clerk and the Councillor's had been added to the website and the notice boards within the village. The new Clerks details have also gone into the Bugle.

Clerk

Clerk/MC

16/06/6

## Decisions Taken Since Last Meeting

None.

16/06/7

## West Suffolk Operational Hub

The most recent press release (can be seen on the PC website) has confirmed that the opinions of the Public Consultation have been ignored, Cllr. Hopfensperger confirmed this. The Cabinet Meeting, which is joint with FHDC is to be held on Tuesday 14<sup>th</sup> June 2016 at 5:30pm, the public will be given opportunity for 15 minutes to voice their opinions or ask questions. The Chairman (MC) advised he is unable to attend this meeting; however, it was stressed that public attendance would be highly beneficial. Cllr. Hopfensperger will speak on behalf of residents and their concerns.

The Full Council meeting will be held on 28<sup>th</sup> June 2016 at 5:30pm, it is vital that public attend to show their concerns against the application, to show the strength of feeling and effect. The Chairman confirmed he will be attending and speaking. Again, Cllr. Hopfensperger will speak on behalf of the residents and their concerns and has several issues/suggestions to put forward to Full Council. She also plans to put forward an alternative site that is more suitable, land adjacent to Westley Crematorium (SW corner of the Westley Roundabout), which in her opinion has not been looked into as a possible location fully.

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Several issues were raised against the application to be considered by Full Council;

- The Mildenhall site will remain, although initially it was advised it would not.
- A definitive Financial Plan is needed, showing clear justification of the expense and the suggested 1.1 million savings, before the application can be approved.
- The scoring for Traffic by Highways does not appear to represent peak times.
- HGV firms have unofficially confirmed that the current roundabout will not cope with the HGV traffic.
- The Environment Agency have shown that the increased traffic on the A14 will be at least 50m away from the nearest residence, not the proposed 250m.

16/06/8  
i)

## Planning Matters

**16/0934/HAZ** Hollow Road Farm, Hollow Road, FSM, IP31 1SJ

Application for hazardous substance consent for up to 30 tonnes liquid petroleum gas.

### Resolved 16/06/8.1

No objections. It was suggested that the Clerk submit comments regarding concerns to the proximity of the WSOH.

Clerk

**15/0662/VAR** Fornham Park, Fornham St Genevieve, Suffolk, IP28 6TT

Planning Application - (i) Change of use of land to 9 hole pay and play golf course with changing room facilities and associated landscaping, (ii) erection of 26 timber lodges, manager's lodge and associated landscaping, (iii) non-compliance with condition 17 of planning permission E/89/2307/P and condition 20 of planning permission E/97/2470/P, relating to retention of existing vehicular access without compliance with condition 6 of SE/05/02293 to enable occupation of holiday lets without bringing the golf course into use.

### Resolved 16/06/8.2

The Clerk is to write and submit Objections to the application, reiterating past comments and concerns and adding concerns regarding local benefit, financial reporting and evidence and the Local Plan.

Clerk

ii) The Clerk advised of a Road Closure Notice for the U6237 Road from West Stow Rd to Culford Road – 4<sup>th</sup> July 2016 to 7<sup>th</sup> July 2016 for new water connections works.

iii) The Chairman expressed that suggestions that the proposed Wild Meadow Field on the King George Field had not been made public were incorrect. The proposed plan was advertised three times in the Bugle. He also advised that the Fields in Trust had confirmed that the meadow could go ahead, providing no football teams were established.

The issue of trusteeship is still outstanding. The Clerk is to establish any previous Governance Documents from the Playing Field Committee and draft up new documents to bring back to the next meeting. At this meeting it was suggested that the Parish Council resolve to take on the trusteeship as a Parish Council Body and the Clerk is to start these proceedings.

Clerk

The Chairman confirmed that the grass was coming on well and will be cut on the advice of Andrew Cobbold to stimulate further improvement and to provide more room for cars when needed and for extra space for activities.

MC/AC

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A notice will be placed on the gate asking people to confirm their choice of what next for the field. Wild flower meadow or back to original flat playing field/play area, or possibly something in between. People will be asked to refer to the bugle for details and how to respond.

The Parish Council wishes to state that the field is fully protected in trust and NOTHING will be done until a majority decision is available from residents and in the meantime the field will be cut as needed.

The Chairman asked if anyone would volunteer to form a management committee but no response was seen.

16/06/9

i)

## **Finance & Policies:**

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

#### **Resolved 16/06/9.01**

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 1<sup>st</sup> June 2016 is £31,936.89.

### **Cheques for Signing and Approval**

#### **Resolved 16/06/9.02**

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. Jayne Hubbard.

Mrs V Bright	Salary June 2016	1846	£437.76
Mrs V Bright	Office Allowance 2016-17	1847	£150.00
Mrs V Bright	Mileage	1848	£20.16
Westcotec Ltd	VAS Brackets	1849	£180.00
SALC	BDO Briefing	1850	£30.00
M&TJ's	Grass cutting May 2016	1851	£162.00
Realise Futures	Bugle	1852	£146.35
Office Depot	Paper & Toner Cartridges	1853	£301.70
Mr P Forster	Expenses	1854	£55.24

#### **Resolved 16/06/9.3**

It was agreed to approve the following cheques signed in between meetings.

P MacLachlan	Salary May/June 2016	1844	£509.99
P MacLachlan	Expenses	1845	£107.90

ii)

### **To complete a new Bank Mandate**

The Clerk presented a new mandate to add the new Clerks details to the account and to change the correspondence address.

#### **Resolved 16/06/9.4**

The new bank mandate was duly signed by Cllr. Mike Collier and Cllr. Peter Forster.

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- iii) **Councillor Responsibilities for 2016/17 and Play Area Inspections Rota**  
**Resolved 16/06/9.5**  
It was agreed the following Councillors would have the following responsibilities in 2016-17;  
Planning: Cllr's Penny Borrett, Paul & Jayne Hubbard  
Village Hall: Cllr. Paul Butler  
Rights of Way & Tree Warden: Cllr. Mike Collier
- It was agreed that the Clerk look into the legalities and requirements of the Council's insurance cover regarding frequency of play area inspections. Cllr. Mike Collier agreed to continue with the inspections for the next 7 weeks until confirmation had been received. **Clerk**
- iv) **Review of Bugle Editor's Remuneration**  
**Resolved 1/06/9.6**  
It was agreed to increase the Bugle Editors remuneration by 2.5%.
- 16/06/10** **Councillors' Reports**
- i) None.
- ii) Councillors were presented with the forthcoming meeting dates. No apologies submitted at this time.
- iii) The following items were proposed for the next agenda;
- Bugle advertising fees revision
  - Reflective Traffic Bollards Options
- 16/06/11** **Next Meeting to be held on Tuesday 14<sup>th</sup> July 2016 at 7:30pm in the Village Hall**  
Meeting dates 2016:  
8<sup>th</sup> September 2016 at 7:30pm  
13<sup>th</sup> October 2016 at 7:30pm  
10<sup>th</sup> November 2016 at 7:30pm.
- Meeting closed at 21:36pm
- Signed: Gary Hubbard  
Vice Chair, FSMSG Parish Council
- Date: 14<sup>th</sup> July 2016

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