

Draft

Minutes of the Meeting of Fressingfield Parish Council held in the Sancroft Hall, Fressingfield on Tuesday 17 July 2012

Present: Prue Rush; Garry Deeks; Paul Clark; Caroline Day; Philip Eastgate; Warren Last; Malcolm Roberts; Ian Smith; Nick Stolls; Peter Vincent; Keith Wykes

In Attendance: District Cllr Marilyn Curran; Carol A Smy (Clerk)
10 Members of the public

Public Forum: *the state of the grass on the Playing Field was brought to the attention of the Council. It was in need of a regular programme of cutting through the summer to ensure the surface is playable once the football season begins. It was noted that the Council had not been made aware of the lack of a mowing contract until just before the Jubilee celebrations when it was arranged for the work to be done. The field had been cut again today. The overgrowth of trees on Victoria Terrace was also mentioned. Brambles and leylandii were encroaching onto the road area. PD agreed to speak to George Brown.*

12.1 The Chairman welcomed everyone to the meeting, particularly Warren Last.

12.2 Apologies for absence were received from: Judy Fullam; PCSO Steve Long

12.3 Members' Declarations of Interest:

12.3.1 There were no interests declared at this time

12.3.2 Following the repeal of the last Code of Conduct and the implementation of the new model it was a legal requirement for ALL members to complete a new Declarations of Interests form by 28 July 2012 which was to be returned to the Clerk at the earliest opportunity. Copies were distributed.

12.4 The Minutes of Last Meeting – 15 May 2012 – were unanimously agreed and signed.

Proposed: PD; seconded: IS; agreed unanimously.

12.5 To consider any Planning Matters including:

12.5.1 Applications for consideration:

2035/12 erection of conservatory to rear

14 Post Mill Lane

Approval was recommended for the above application by a majority vote (11 in favour; 1 abstention)

12.5.2 Applications considered at previous Planning Meetings:

Approval recommended for:

0856/12 remove sycamore tree

Richmond House, Golden Square

1353/12 extension of extant planning permission

Providence House, Church Street

0005/12 application to replace extant Planning Permission 1834/09 in order to extend the time limit for implementation

Woodside Farm, Wood Lane

Additional information was received pertaining to application number 2428/12 which was to go before MSDC's Planning Committee. The Planning Officer It was felt that the notes added nothing material to the application nor did they give reason to change the Council's previous decision to recommend refusal. The Council's Planning Committee noted to the Planning Department that ecological surveys, in particular, should be full site surveys NOT desk top ones. This was passed on to Committee members at MSDC.

12.05.2 Notification of decisions reached by MSDC:

The following applications were granted planning permission:

1279/12 erection of detached three bay cart lodge

Orchard Cottage, Laxfield Road

The following applications were refused planning permission:

0824/12 erection of one 5 kW wind turbine (height 14.97m to hub, 5.6m diameter blades).

Yew Tree Farm, Cratfield Road

2428/12 erection of wind turbine

Eastholme Farm, Gules Green Lane

The Planning Committee had passed on to MSDC its view that ecological surveys should be undertaken on site, at the appropriate time rather than consultants relying on desk-top surveys gleaned from the internet. Cllr Curran had reinforced this with the District Council's Planning Department.

12.5.3 Other Planning Matters:

12.5.3.i GD reported on a pre-application site meeting at Havensfield Farm on 05 July to consider proposed development. There had been opposition to the planning proposal at this farm which borders Fressingfield. The Planning Officer had encouraged the applicant to revise the plans for the siting of buildings.

12.6 Matters of Report:

12.6.1 **New Street** – the Clerk had spoken with SCC Highways Dept concerning the kerbs at the new development and a site visit took place attended by PGD, the senior highways engineer and the Clerk. According to the SCC map the kerb line was correct to within a very narrow margin; this map had been approved by the Planning Department and would not be changed. It was also felt that, following concerns about speeding along all parts of New Street, once the kerb was in place and thus visible there would be the effect of traffic calming on this part of the road.

12.6.2 Adhesive sign for the bin at the bus shelter was to be fixed, as soon as it was received.

12.7 To receive the Financial Report & Approval of Accounts for payment:

12.7.1 Cheques for approval as per information sheet distributed. Approval proposed by MR; seconded PC; unanimous

12.7.2 Account balances at 30 June 2012 as follows:

Current Account: £13,953.59

Tracker Account: £19,760.81

There were three unrepresented cheques totalling - £506.64; balance at 30 June Apr 12 £33,207.76

Quarterly budget figures were circulated.

12.7.3 **Annual Audit 2011/12** – the internal audit report was generally satisfactory apart from the Clerk's omitting to register a cheque which was subsequently unrepresented, hence the books balancing. The correction had been made and the auditors informed. The level of fidelity guarantee was again questioned. The current amount of cover is £15,000 at a cost of £15.33 pa; to increase cover to £25,000 the cost would be £25.44 pa. This would be discussed at the September meeting, prior to the due date for renewal of cover.

12.8 To receive reports from the County & District Councillors and the Community Beat Officer:

12.8.1 County Councillor – no report

12.8.2 District Councillor – Cllr Curran reported that the MSDC management team was now in place. Changes would be notified concerning changes to the charges for rubbish collections for village halls and other such buildings. It was hoped that the series of Parish Liaison meetings could be recommenced in September. Cllr Curran hoped the meeting with the Sports and Social Club and Tom Barker from MSDC had proved productive.

12.8.3 Police – PCSO Steve Long reported that there had been 2 crimes in the past month. One was a burglary from a building the other a theft from a motor vehicle. It was stressed that vigilance was essential plus the locking of sheds, garages and outbuildings. Earlier in July two men had offered a resident in Metfield the chance to purchase a mattress for £400. The offer of a trip to the bank to withdraw the money was not accepted but the resident did pay £120 for a mattress. People in Suffolk were now able to find out about crime outcomes by visiting police.uk.

12.9 Traffic calming

12.9.1 proposal from Highways Department concerning Harleston Hill: there had been no further communications from SCC.

Clerk to action

12.9.2 proposal for 20mph in New Street: no further communications received on this issue.

Clerk to action

12.10 Jubilee Celebrations for 2012 – replacements for those mugs damaged in transit had been received and would be delivered shortly.

12.11 Village Fete 2012 – Thanks were due to Paul Clark, Andy Hall and Clive Skoyles, particularly, but also to everyone else who had helped to make the event such a success. The weather wither side was awful but on the actual day the sun shone. The event was very well supported and a good time was had. Final accounts would be produced in due course.

12.12 Use of remaining Village of the Year funds – it had been suggested that a bench to commemorate the Diamond Jubilee be purchased with the remaining funds from the Village of the Year prize. The original one purchased £368. A current equivalent would be in the region £260 (5ft); other sizes cost £295 (6ft) or £170 (4ft). Engraved letter would cost £2 per letter. (example: Queen Elizabeth II Diamond Jubilee 1952 – 2012 - £78) all prices plus VAT. PV proposed and KW seconded the purchase a bench for the corner of the entrance road to the Sports and Social Club; agreed unanimously. The area would have to be measured to ascertain the correct size.

Chairman & Clerk to action

12.13 Social Club

12.13.1 Recent meetings had produced several ideas for the regeneration of the Club. Tom Baker of MSDC had attended and been very supportive. Some of his suggestions had already been acted upon and he was very encouraging. The building was looking much improved. There was a programme of Quiz Nights organised.

12.13.2 The Committee had received an estimate in the region of £700 for a notice board; sizes required for an accurate quotation. KW had a suitable board and would speak with the Committee on this.

12.13.3 The Committee had been advised that payment must be made for the weekly emptying of the bin: £154 + £31 VAT pa. The Clerk had queried this but the officer at MSDC was away on leave so a definitive answer could not be given until after the date of this meeting. It was likely there would be no charges raised until April 2013.

12.13.4 The Playing Field grass was cut prior to the Jubilee Celebrations as a one-off. The grass had continued to grow so it had been arranged for Matthew Hammond to cut the field again. It was unanimously agreed the Clerk would organise a schedule of grass cutting to be put out to tender for the next financial year. Meanwhile the field would be cut regularly this summer. Clerk to action

12.14 Village Website – the website was coming along well and Andy Parris was speaking with village organisations to get their pages on the site. This item would now be removed from the agenda.

12.15 The Big Tree Plant - nothing to report at this time

12.16 Code of Conduct – the Localism Act requires Councils to adopt a Code of Conduct covering seven stated principles. This had to be approved by 01 July 2012 despite there being no universally agreed Code document available other than to members of NALC. To this end the Clerk issued a copy of a document produced by the CLG to all Councillors for approval. This was undertaken by the due date and so copies have been circulated at this meeting. This minute confirms the adoption of the new Code of Conduct by Fressingfield Parish Council as of 01 July 2012 by unanimous agreement.

12.17 Neighbourhood Plans – no information as yet forthcoming from MSDC. It seemed likely that an individual plan would be beyond the reach of Fressingfield under current conditions. A series of workshops was to be held for Clerks and Councillors. Only two places per council were available in the first run. The Chairman and Clerk would attend the first one and other Councillors would be shortlisted for the future workshops. GD & KW asked to have their names listed.

12.18 Correspondence

12.18.1.i Donation requested from Vitalise

12.18.1.ii Letter of thanks for donations to EAAA.

12.18.1.iii SCC – Diamond Jubilee Celebrations – items welcome at the Record Offices

Tabled Items: TLC; Clerks & Councils Direct; MSDC Discovery Newsletter; Suffolk ACRE AGM Information and annual report;

12.19 To Receive the Clerk's Report

12.19.1 MSDC/Babergh DCs were keen to attend a future meeting of the Council to address members on the joint working initiative, amongst other topics. The Councils are also keen to hear from Town and Parish Councils about their particular locality and its problems/pressures/requirements. The Clerk would be advised, in due course, of prospective dates so Councillors have time to make notes about their particular questions/concerns.

12.19.2 SALC had circulated an information document on the Sustainable Communities Act consultation. Deadline for responses is 05 September 2012. This would be circulated and comments for submission would be passed to the Clerk.

12.20 To consider Matters of Information brought by the Chairman or Members:

12.20.1 Sancroft Hall Car Park – resurfacing. PE would have costings for the work at the September meeting when the Council would consider any contribution.

12.20.2 The old village sign had been unveiled by Steven Rutter, Mary Cufley and Prue Rush at an event prior to this meeting. It had been sited opposite the entrance to the Primary School and looked splendid.

12.20.3 The hedge between the telephone exchange and the bottom of Buckingham's Hill was encroaching into the road and was dangerous. Clerk to action

12.20.4 Concern had been expressed by a resident that the light at Sandpath was extinguished at midnight and could this time be extended. It was thought unlikely but enquiries would be made. Clerk to action

12.21 To receive Notice of Matters for Inclusion in the Agenda for the Annual Meeting of the Parish Council – 18 September 2012

12.21.1 Sancroft Hall Car Park

12.21.2 Insurance cover – fidelity guarantee

There being no further business the meeting closed at 20.50hrs

Signed:

Chairman

18 September 2012

At the Closing Public Forum it was mentioned that Sean Swann (sic) may be prepared to include the Playing Field grass cutting in his current schedule of work at a reasonable cost.

The police appeared to have ignored complaints about young people racing motor bikes in the village.

Information as to times and dates had been provided but promised follow-up calls had not been made. The Clerk was asked to pursue this.

The Parish Council and District Councillor were thanked for all the support and encouragement given to the Sports and Social Club Committee as it worked towards breathing new life into the Club.