

**Minutes of the Meeting of Fressingfield Parish Council
held in the Sancroft Hall, Fressingfield
on Tuesday 29 November 2016**

Present: Prue Rush; Caroline Day; Hilary Day; Philip Eastgate; Judy Fullam; Warren Last; Crispin Muir; Malcolm Roberts; Ian Smith; Malcolm Ward; Dave Wheeler;

In Attendance: Cllr Lavinia Hadingham; Carol A Smy (Clerk)

6 members of the public attended

Public Forum: *Carolyn Wyper explained the changes to a planning application, following a previous refusal by MSDC, that was to be considered at this meeting. Fergus Bootman also advised the meeting of a potential planning application for land to the east of Post Mill Lane. A public meeting would be held on 15 December in the Sancroft Hall between 2.30 and 7.30pm to allow residents the opportunity to view the outline plan and for their comments to be received. The Council was advised that there would be fewer dwellings in the plan than those allowed for by the NPPF, the design of the properties would be in keeping with the vernacular of the village, a footpath extension was part of the plan, hedgerows would be maintained and the properties would be a mix of market and affordable (35%).*

16.1 The Chairman welcomed everyone to the meeting

16.2 Apologies for absence were received and accepted from: Garry Deeks; Keith Wykes; Cllr McGregor sent his apologies

16.3 Members' Declarations of Interest – none at this time

16.4 Dispensations – no requests received

16.5 The Minutes of Last Meeting – 20 September 2016; approved unanimously and signed. Prop: MR; seconded IS

16.6 Parish Plan update – no report; Sunila Osbourne of CAS, who compiled and collated the Housing Needs Survey had been in contact to offer any further assistance if required.

16.7 To consider any Planning Matters including:

16.7.1 Applications for consideration at this meeting:

4170/16 application for outline planning permission (including access, appearance, layout and scale) for the erection of a detached dwelling house *The Cottage, Church Street*

Majority approval was recommended for the above application

4410/16 hybrid application comprising: full planning permission for the erection of a new Scout Headquarters building with associated facilities and access road and outline planning permission for the construction of up to 28 residential dwellings with all matters reserved (access, layout, landscape, appearance and scale) (revised scheme to planning application 2285/15)

Land and buildings at Red House Farm, Priory Road

Refusal was recommended by a majority vote for the above application

4527/16 silver birch – reduction in size because of proximity to dwelling

Pogles Wood. 3 The Angel Pightle, Cratfield Road

Approval was unanimously recommended for the above application

4629/16 clad existing rendered property with weatherboarding

2 Jasmine Cottage, New Street

Refusal was recommended by a majority vote for the above application

16.7.2 Applications considered at previous planning meetings:

3501/16 erection of three dwellings

Land to the north of Midnight Mill, Harleston Hill

Refusal recommended for the above application

3872/16 hybrid application: full detailed pp for Baptist Chapel, car parking and access; o/line pp for up to 18 residential units

Land south west of School Lane

3909/16 T1 corkscrew willow to be removed; T2 small walnut to be removed

Crofters, Angle Pightle, Cratfield Road

4008/16 lift to a height of 4mtrs Monterey Pine overhanging Virginia Cottage to allow light into the garden and prune back from property

The Stores, New Street

4115/16 LBC installation of a single window to the ground floor west elevation (retention of)

Whitehall, Gules Green Lane

4122/16 Application for removal of condition 6a following grant of planning permission 0777/00 (to remove occupancy restriction)

Fishing Cottages (2 units of holiday accommodation at Tithe Farm, Laxfield Road

Approval was recommended for all of the above

16.7.3 Notification of decisions reached by MSDC:

Approval granted for the following applications:

1096/16

De Felbrigg, Chippenhall Manor

2717/16

Pinckneys Farm. Gules Green Lane

3345/16

Slades Farm, Cratfield Road

3741/16

Seefeld, New Street

2677/16
2678/16
4115/16

*Providence House, Church Street
Providence House, Church Street
Whitehall, Gules Green Lane*

16.7.4 Other Planning Matters:

16.7.4.i At the planning meeting on 04 October 2016 two members of the public attended in addition to six councillors (apologies received from 2). This was a rather sparse attendance in view of the importance of two of the applications put forward for discussion. In the public forum it was brought to the Council's attention that MSDC's strategic plan appeared to have allocated well over two hundred houses for Fressingfield over the next five years. It was pointed out that the sites were those submitted in the recent call for sites to build up the District Council's land bank. The Clerk wrote to Philip Isbell at MSDC for clarification. Response received explaining the requirement for a land bank but source of the number of houses 'proposed' was a mystery.

16.17.4.ii A letter had been received from Building Control concerning street naming to wit: suitable street names for new developments required so a list can be held by this department to speed up the development process. It was agreed that using street names with a relevance to the area of the village they were in was desirable but a list was useless in this context if the name and location were not directly linked. Clerk to action

16.8 Matters of Report:

16.8.1 **Dog bins** – The latest dog waste bin on Laxfield Road at the end of the footpath had been installed. This item would be removed from the agenda.

16.8.2 **Defibrillator** – the defibrillator training event was attended by 15 residents, including 6 councillors.

16.8.3 Speed Indicator signs

16.8.3.i CM reported that he had made further enquiries and that a link should be sent to all Councillors so they could email him with their preference. He noted that some villages were making use of SpeedWatch but it was pointed out that this had been suggested in the past and there was not the support for such a scheme in the village. Clerk to action

16.8.3.ii PCSO Steve Long reported that there had been three police speed checks in the village in the month of Sept/Oct resulting in six prosecutions for speeding offences. An incident mentioned at a planning meeting could not be taken forward.

16.8.4 **Maps/drainage overflow** – Lars Gregersen had not received a report, as promised, about the drainage routes.

16.8.5 **Footpath** – state of correct footpath was reported, as was fallen finger post.

16.8.6 **Telephone Kiosk** – nothing to report

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

16.9.1 Approval of accounts for payment – cheques as per appended sheet – prop DW; seconded PE; unanimous

16.9.2 Account balances at 31 October 2016:

Current account: £22,586.71

Tracker account: £25,023.50

There were three unrepresented cheques totalling £345.60

Balance at 31 October 2016: £47,264.61

16.9.3 Quarterly figures circulated and noted

16.9.4 Cooperative Bank – there was no longer interest paid on deposit accounts so, for the time being it might be useful to keep the deposit account with Unity Trust Bank until such time as it changes its policy. Alternatively, a minimum of £25,000 could be deposited with the Public Sector Deposit Fund which is secure and pays a modicum of interest. It was suggested GD/MR might look into this and report to the January meeting.

16.9.5 Internal Audit report - no audit undertaken to date

16.9.6 Budget meeting report – this was still to take place. The Clerk suggested Members contact her with any suggestions for inclusion/removal of items of expenditure, a FGPWG meeting be held in December to finalise, draft budget circulated to Members for comments/errors/omissions and the budget be signed at the January meeting. This was agreed unanimously. Clerk to action

16.9.7 Borderhoppa donation - £200 had been granted to this organisation for this financial year. The Clerk had been asked to make enquiries about the level of use by residents of the village and Borderhoppa now serves Fressingfield on Wednesdays and Fridays for around 10 regular travellers only. It is taking no further customers from the village as it no longer receives funding from SCC. CD proposed the Council make a donation of £100 in this financial year and to continue whilst the service is being provided for residents. This was agreed unanimously Clerk to action

16.9.8 Website – Andy Parris, webmaster, addressed the meeting. onesuffolk, the provider of the current website, had been transferred from SCC to Community Action Suffolk wef 01 Nov 16. There had been no platform support for this since March 16, although no one had been informed. CAS had three employees covering web support, would be providing minimal tech support (9-5 M-F) but could not confirm when the platform would be updated to the latest

edition. Suffolk.cloud, recommended by SALC, was a private company offering websites at a very competitive price, with 365 day support, and the Clerk had secured a free transfer if the Council so chose (normally would cost £150). The annual cost, thereafter, would be £100. Onesuffolk would be charging £50pa from 01 Nov 16. AP recommended the website be moved to Suffolk.cloud as soon as possible. This was unanimously agreed. AP also suggested that the Parish Council section of the website be reviewed and updated, including pen pictures and photographs of Councillors, a synopsis of the work of the Council and some 'fine tuning' to make information easier to find.

16.10 Emergency Planning – no report

16.11 Street Lighting

16.11.1 report - there was a disparity of cost between the quotation from Pearce and Kemp and lights reviewed by MR who suggested he would look into other providers.

MR to action

16.12 To receive reports from the County & District Councillors:

16.12.1 County Councillor – Cllr McGregor advised there would be no increase in SCC's share of the Council Tax for 2017/18 and that devolution was not proceeding as planned as Norfolk CC had pulled out. There was a possibility of a link with South Norfolk and Tendring District Councils but this was not confirmed. There would not be a mayoral election next year.

16.12.2 District Councillor – Cllr Hadingham reported that the District Council would be moving to Endeavour House. Arthur Charvonia had been appointed Chief Executive and would be in post early in 2017. The DC was advising residents about what can and cannot be included in recycling collections. Evens small items can contaminate a whole batch of waste thus sending it landfill, with the consequent costs. It was suggested that the DC might like to distribute large stickers, for attaching to bins, detailing what can and cannot be placed in a recycling bin.

16.13 Social Club

16.13.1 Minutes of the July, August, September meetings had been circulated and were noted

16.14 Playingfield Management Committee

16.14.1 Minutes of the September meeting circulated and noted.

16.14.2 Letter from the Treasurer concerning expenditure. The information about Community Rehabilitation would be forwarded. The grant cheque was signed at this meeting.

16.14.3 RoSPA – Matthew Hammond reported some worn shackles to the Clerk just as she was about to go away; this was passed to GRD for action. The RoSPA report was circulated and this made clear that some action was required. The Council **must** take upon itself, in a formal manner, liaison with FPMC the regularisation of a programme of equipment checking, with an audit trail maintained. It must be formalised that someone is accountable for checking the Play Park PROPERLY every week and reporting any issues to the Clerk that require action that cannot be taken on the spot. Alternatively, the doubtful equipment must be either repaired, replaced or removed completely. This is a matter of urgency.

16.14.4 Play equipment – nothing so far on the grant application situation. The Clerk would approach Cllr McGregor to see if he could help with funds from his Locality Budget.

16.15 Road Safety

16.15.1 barrier across the footpath on to Harleston Road does not seem to be going forward. The Clerk would approach Cllr McGregor to assist.

16.16 Correspondence

16.16.1 two notes of thanks, for grant, from Fressingfield Methodist Church

16.16.2 letter from CAB requesting donation (cheque prepared as per 2016/17 budget)

16.16.3 letter of thanks from EAAA for donation

16.16.4 email from John Castro thanking the PC for the generous donation to the reinstatement of the clock chimes. Work commenced on 24 October and should be completed in early December.

16.16.5 the PC was copied into a letter to MSDC concerning the gutters and general state of the area at Chapel Close. The Highways Department had been out to inspect and some action would be taken. Likewise on Laxfield Road...there were repairs needed and these would be added to the programme.

16.16.6 letter from EAAA hoping the PC would continue its support

16.16.7 letter from SALC – survey for completion by end January concerning the payment of allowances to Councillors which are available to those of a principal authority but not T&PCs. Response??

16.16.8 letter from SCC advising that Sue Hooton and Jill Christie have left the Council and will not be replaced until later in 2017. One senior ecologist remains.

16.16.9 information booklet and letter from St Elizabeth Hospice requesting donation

Tabled items: Suffolk View; Sizewell C public consultation; 'Lift-Off' magazine

16.17 To Receive the Clerk's Report

16.17.1 SALC – again promoting the Local Council Award Scheme. Members were not interested in pursuing this award.

16.17.2 SPS – Heritage Training Day at Haughley Park Barn on 14 March at 10am/free. CM wished to secure a place.

16.17.3 Norfolk and Suffolk Community Rehabilitation Company Ltd – offer to assist with projects. This could be of use to the FPMC/S&SC but would need to have a properly drawn up schedule.

16.17.4 Sandpath – a severe rodent infestation problem had been reported and the Chairman had met the Environmental Health officer on site. It had taken some weeks but action was to be taken, imminently, by MSDC. The delay had been caused by the District Council no longer having an in-house pest control section.

16.18 Matters of Information brought by the Chairman or Members:

16.18.1 Keith Wykes had, with regret, resigned from the Council. There is now a casual vacancy which would be advertised forthwith. The Chairman, on behalf of the Council, formally thanked Keith for his service to the Council and the village.

16.18.2 It was suggested that the places on the agenda for reports from the District and County Councillors be moved up the order to enable those Councillors to get to other meetings. The Clerk suggested putting these reports immediately after planning but that they could still be moveable.

16.18.3 The Clerk was asked to ensure that all planning applications for discussion be notified to Councillors prior to the meeting so they were aware and could view them. This month had been an anomaly as the Clerk had to post the agenda far in advance owing to holiday dates and planning information had not, as had been requested, sent to the Chairman or Vice Chairman by MSDC. In future the Clerk would send details as soon as possible after receipt.

16.18.4 Members were reminded that all were members of the Planning Committee and, as such, should attend planning meetings whenever possible. It was important to be seen to be taking this subject seriously, particularly at a time of likely increased development. 5 members were required for a meeting to be quorate and if this number were not in attendance the meeting would not take place and no recommendations would be put forward to MSDC.

16.18.5 It was reported that there was overgrowing vegetation on the footpath between New Street and Harleston Road. The Clerk was asked to speak to the householder to have it cut back. Clerk to action

16.19 There were no Matters for Inclusion in the Agenda for the next Meeting of the Parish Council at this time

16.20 Date of next meeting 17 January 2017

There being no further business the meeting closed at 21.25hrs.

**Signed:
Chairman**

17 January 2017

Closing Public Forum: concern was raised about the level of future development and the likelihood of the sewage system being able to cope with so many extra properties. The Council had been advised by Anglian Water that the current system could cope with up to 6000 dwellings. It was also noted that as developments are proposed Anglian Water, as a consultee, has to confirm that the piping and pumping services can cope with the extra effluent created.