

**Minutes of the Meeting of Fressingfield Parish Council
held in the Sancroft Hall, Fressingfield
on Tuesday 19 July 2016**

Present: Prue Rush; Garry Deeks; Philip Eastgate; Judy Fullam; Warren Last; Malcolm Roberts; Ian Smith; Malcolm Ward; Dave Wheeler;

In Attendance: Carol A Smy (Clerk)

2 members of the public attended the Public Forum

Public Forum: the meeting was addressed by David Spenser on the subject of his possible planning application so that, should such be made, Councillors would be aware of the plans. Lars Gregersen brought the Council's attention to the recent water issues on Church Street and Low Road/Cratfield Road. He had reported to the Environment Agency and asked that others do the same in the future as many individual complaints may have more effect on finding a possible solution that more corporate notifications from the PC.

16.1 The Chairman welcomed everyone to the meeting

16.2 Apologies for absence were received and accepted from: Caroline Day; Hilary Day; Crispin Muir.

Lavinia Hadingham and Guy McGregor sent their apologies

16.3 Members' Declarations of Interest – none at this time

16.4 Dispensations – no requests received

16.5 The Minutes of Last Meeting – 17 May 2016; approved unanimously and signed. Prop: DW; seconded GD

16.6 Co-option of Councillor – Four people had put their names forward for the vacancy, unfortunately, one had had to withdraw. Members had voted to co-opt Hilary Day. Declaration of Interest to be signed prior to the business of the September meeting commencing.

16.6 Parish Plan update – the Vice Chairman reported that this was ongoing with some final lay-out work remaining to be completed. There was still time for Members to submit any suggestions for topics to be included.

GD to action

16.7 To consider any Planning Matters including:

16.7.1 Applications for consideration at this meeting

1096/16 erection of bedroom extension and orangery

1097/16LBC erection of bedroom extension and orangery

Approval was recommended for the above applications by a majority vote – 8 in favour and one against

1868/16 removal of condition 2 of planning permission 2057/11 (conversion of part of existing agricultural building to farm annex to be used for purposes ancillary to the dwelling known as Whitehall) allowing the annex to be used as a unit of holiday accommodation. Retention of window in west elevation.

Whitehall, Gules Green Lane

Approval was recommended unanimously for the above application

16.08.2 Applications considered at previous planning meetings:

2310/16 demolition of existing single storey range to south east gable. Erection of single storey extension to east gable with associated hard landscaping area

Lodge Farm, Gules Green Lane

2311/16(LBC) as above plus: enlargement of window opening to create door access to utility room linking to new extension.

Removal of rear of chimney breast to drawing room to create double sided fireplace Removal of wall infill to arched recess

adjacent drawing room fireplace to create new opening to new kitchen.

Lodge Farm, Gules Green Lane

2481/16 1. To remove oversized willow 2. To remove crab apple tree to allow for landscaping 3. To pollard willow

Elm Cottage, Laxfield Road

Approval recommended for all the above

16.08.3 Notification of decisions reached by MSDC:

Approval was granted for the following applications:

0044/16

1560/16

Gowers Farm Cottage, Dales Road

White Post Farm, Laxfield Road

The following applications were refused planning permission:

1748/16

3282/15

Tithe Farm, Laxfield Road

The Cottage, Church Street

16.08.4 Other Planning Matters:

16.08.4.i 1103/16 – this application was withdrawn by the applicant

4 Stradbroke Road

16.09 Matters of Report:

- 16.09.1 **Dog bins** – the extra bin had been purchased, received and would be sited as agreed at previous meeting
Clerk to action
- 16.09.2 **Defibrillator** – the installation of the cabinet was completed but there appeared to be a fault with either the cabinet or the locking mechanism. This was being addressed by the manufacturer.
- 16.09.3 **Speed Indicator signs**
- 16.09.3.i report awaited
- 16.09.3.ii further comments had been copied in to the Clerk concerning traffic along New Street: this item keeps coming before the Council although it has been exhaustively discussed with the Highways Department. Recent traffic surveys showed that most traffic traversed the street between 20 and 30mph. It was unanimously agreed to await the installation of the proposed mobile speed awareness sign and the data it produced before attempting to pursue other avenues.
- 16.09.4 **Village Caretaker** – Bob Stanley would be ceasing work as street cleaner on 31 August 2016. The Clerk had received one enquiry about the post but that had not produced a candidate. Bob Stanley would continue to undertake and repair/maintenance work the Council required but this would be at his regular hourly rate. PE agreed to speak to the Rector to enquire if the cart and accoutrements could be stored in the stable area if need be.
- 16.09.5 **Water leak on Laxfield Road** – the Clerk had reported this leak on numerous occasions; it transpired Essex & Suffolk Water and Anglian Water deemed it not to be a problem emanating from their pipework. The MSDC surveyor had passed the work to the Council's repair team which had (to 09 July 2016) not undertaken any work. On the evening of the fete (09 July 2016) people had slipped on the resultant slime covering the path. At the time of writing these persons were not known. If anyone knows of them perhaps they could ask them to contact the Clerk. It was understood the required work been now been done following the Clerk's call to MSDC advising of the accidents. The Clerk had been asked to find out if there was a definitive map of drainage – surface water, potable water, sewage – for the village. Such a map was available from digdat.co.uk at a cost iro £60. The Clerk was asked to make the purchase.
Clerk to action

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

- 16.10.1 Approval of accounts for payment – cheques as per appended sheet – prop WL; seconded JF; unanimous
- 16.10.2 Account balances at 30 June 2016:
Current account: £20,293.65
Tracker account: £25,017.26
There were two unpresented cheques totalling: £98.40
Balance at 30 June 2016: £45,212.51
- 16.10.3 **Annual Audit**
- 16.10.3.i internal auditor's report received and documents submitted to external auditor
- 16.10.3.ii internal auditor's report – there were several points raised which had been addressed prior to submission to the external auditor. These would be posted on the website.
- 16.10.4 Cooperative Bank – forms awaited to enable the application to proceed. The Clerk was asked to redistribute copies.
Clerk to action
- 16.10.5 Harleston Town Council had written to request a contribution to car parking. Members agreed unanimously not to contribute at this time.

16.11 Emergency Planning – ongoing

16.12 Street Lighting

- 16.12.1 the faulty street light on New Street outside Rosemary Villa required a change of lantern at a cost of £299 + VAT
- 16.12.2 cost of energy for the street lighting was increased wef 01 July 2016 by 2ppkwh
- 16.12.3 MR reported on his discussions with a representative of Pearce and Kemp concerning the possible upgrading of the street lighting. The cost would depend on the type of light chosen. Members agreed unanimously that the suggested ones were far to urban/industrial for the village and a style more in keeping with a rural village with a conservation area would be more suitable. MR had researched these but would return to the Council with more choices. The new lamps would meet all current regulations for energy saving etc and light levels could be muted or lights turned off in silent hours if required. The Clerk had been advised that the PC could ask for a reduction in electricity charges as the consumption would be greatly reduced by the use of LED lighting.
MR to action

16.13 To receive reports from the County & District Councillors:

16.13.1 County Councillor – Cllr McGregor’s report came in after the meeting but he urged people to complete the devolution survey and stated the localised flooding issues were to be investigated by the County Highways Area Manager.

16.13.2 District Councillor - report circulated to Councillors prior to the meeting. Cllr Hadingham noted that the CEO of MSDC was leaving on 31 July 2016 to take up a new post. She urged residents to complete the online questionnaire on devolution at www.eastangliadevo.co.uk.

16.14 Social Club

16.14.1 Minutes of the May and June meetings had been circulated and were noted

16.15 Playingfield Management Committee

16.15.1 RoSPA play inspection has been booked through MSDC

16.15.2 John Cavilla, Chairman FPMC, resigned on 15 July 2016 and reported that Betty Priestman, Treasurer for many years and Mary Cufley, Secretary, both intended to stand down at the AGM on 15 August 2016. The Chairman and Secretary both felt that others may have more success in sorting out the play park as the time spent by them over the past year had appeared fruitless. Work had been undertaken on maintaining the Pavilion and drive, play area fences and trees but more volunteers were required to help with the work.

16.15.3 Play equipment – there had been a request for a meeting between the FPMC Chairman, Secretary, PC Chairman, Clerk and rep from parents group to progress the replacement/repairs/refurbishment of the Play Park. This project would need to be taken forward by another group and it was hoped some of the parents of the younger children might come forward.

16.15.4 FPMC had not, to date, received paperwork relating to the charity grant which supported the purchase of the marquees so a policy had been established to agree to the loaning of the marquees to residents in return for a donation. It is a prerequisite that an agreement is signed by the borrower noting the items on loan and that they are responsible for the return of the equipment in the same condition it was in when borrowed. The marquees have been lent out once which raised funds for the management committee coffers.

16.15.5 FPMC was in danger of collapsing if new members could not be found. It should be remembered that the Constitution stated that two members of each group – Bowls Club, Sports and Social Club, Tennis Club – should be on the Management Committee. It was not seen as necessary for the FPMC to meet more than three or four times a year but a meeting would have to be convened following the AGM in August to chart a progressive way forward.

16.16 Nuisance at Playingfield Car Park – DW reported he had been told there was a good deal of noise and nuisance being caused by young people driving their cars at the car park in the evenings. The Tennis Club was investigating the viability of lighting for the courts and it was agreed that CCTV could, perhaps, be installed at the same time. DW would report back to the PC at a later date. He also asked if the patch of grass behind the Tennis Courts could be added to the grass cutting regime. The Clerk was asked to arrange this.

16.17 Road Safety

16.17.1 barrier across the footpath on to Harleston Road ongoing.

16.18 Correspondence

16.18.1 letter of thanks received from Dr Castro for the promised grant for the chimes restoration

16.18.2 letter of thanks from MAGPAS for the donation

16.18.3 letter from police concerning attendance at future meetings

16.18.4 email from resident ref Playingfield grass

16.18.5 an email had been circulated on the Rights of Way Improvement Plan. To date no comments for submission had been received by the Clerk.

Tabled items: Outdoor Play Solutions (equipment maintenance & spares catalogue); HAGS play equipment offers; realisefutures – info card; Suffolk View

16.19 To Receive the Clerk’s Report

16.19.1 The Council had joined the Suffolk Preservation Society as this was less cost than the course that CM was to attend.

16.19.2 The Clerk attended the Parish Liaison Meeting in June. Topics covered were devolution, the Local Business Survey and the Community Infrastructure Levy. MSDC had 3.5years worth of land in its bank at the moment.

16.19.3 The Clerk was advised, on 27 June, of a water leak on Church Street. This was reported to Essex and Suffolk Water whose agent maintained that no such leak had been previously reported but it would be investigated. Following investigation it appears this was a Highways matter as there was no leak from E&SW pipework. E&SW, Anglian Water and the Highways Department have all investigated and the water was surface water during heavy rain that built up and broke through the road surface. It transpires that the drop in pipe level from the top of Church Street to the bottom at Cratfield Road is over 18 mtrs hence the build-up of pressure. The situation will be monitored.

16.19.4 On the evenings of Saturday 09 July 2016 at 21.38hrs and 14 July at 18.05hrs anonymous messages were left on the Clerk's phone. These were reports about noise and bonfires but anonymous messages either by telephone, email or on paper will be ignored. Names would not be made public unless there is a clear legal requirement to do so but names must be given at the time of a complaint being made.

16.19.5 GRD to attend a joint Norfolk and Suffolk ALC seminar on employment.

16.19.6 It was reported to the Clerk that a white van had been seen in the village (labelled DT Shanks Fresh Fish) the occupants, wearing white coats, going from door to door. It would seem this is a scam to enable the occupants of the van to survey a property before returning. It had been noted that chalk marks had been put on some houses/walls, possibly to point out these properties for a future visit. Residents should be vigilant and report any sightings to the police immediately.

16.19.7 The footpath behind Yew Tree Farm had been reported to the Clerk as impassable. This had been reported to SCC and responsible department had it on its list for work.

16.19.8 MSDC has sent out its final call for development sites. This would be in the coming edition of the magazine.

16.20 Matters of Information brought by the Chairman or Members:

16.20.1 The potholes in and around the village were becoming worse by the week. The Clerk advised reporting to 'fixmystreet' as well as or instead of to the County Council.

16.20.2 Fressingfield Primary School's Ofsted report had graded it as 'good'; this was up from 'requiring improvement' two years ago.

16.20.3 A van had been broken into and all its contents stolen.

16.20.4 Community Transport services in the county were suffering drastic cuts.

16.20.5 The Clerk was asked to speak to MSDC concerning the large fence erected around a property on Pilgrim's Green.

16.21 There were no Matters for Inclusion in the Agenda for the Annual Meeting of the Parish Council – 20 September 2016

There being no further business the meeting closed at 21.40hrs.

**Signed:
Chairman**

20 September 2016

DRAFT