

**Minutes of the Meeting of Fressingfield Parish Council
held in the Sancroft Hall, Fressingfield
on Tuesday 20 September 2016**

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

In Attendance: Carol A Smy (Clerk)

1 member of the public attended the Public Forum

Public Forum: the meeting was advised that there were no signs indicating the presence of a primary school along Stradbroke Road. This was then modified to 'inadequate or insufficient' signage. It was pointed out that there were, in fact, school warning signs on both sides of the road at proscribed distances from School Lane and these were the statutory signs required.

Hilary Day signed her Declaration of Acceptance of Office prior to the meeting commencing.

16.1 The Chairman welcomed everyone to the meeting

16.2 Apologies for absence were received and accepted from: Philip Eastgate. Lavinia Hadingham sent her apologies

16.3 Members' Declarations of Interest – none at this time

16.4 Dispensations – no requests received

16.5 The Minutes of Last Meeting – 19 July 2016; approved unanimously and signed. Prop: DW; seconded GD

16.6 Parish Plan update – the Vice Chairman reported that this was still in progress and would be circulated in the very near future for members' comments. Once the document was approved it would be posted on the website and sent to the Planning Department at MSDC.

16.7 To consider any Planning Matters including:

16.7.1 Applications for consideration at this meeting:

3741/16 to fell two prunus, a conifer and various scrub and reduce holly hedge at front

Seefeld, New Street

Approval recommended unanimously for the above application

16.7.2 Applications considered at previous planning meetings:

2677/16 & 2678/16(LBC)

Providence House, Church Street

2930/16

4 Stradbroke Road

3092/16

The Wicket, Wood Lane

3174/16

Doggetts, Stradbroke Road

3345/16

Slades Farm, Cratfield Road

Approval was recommended for all the above applications

16.7.3 Notification of decisions reached by MSDC:

Approval was granted for the following:

1868/16

Whitehall, Gules Green Lane

2930/16

4 Stradbroke Road

3092/16

The Wicket, Wood Lane

3174/16

Doggetts, Stradbroke Road

16.08.4 Other Planning Matters:

16.08.4.i 2717/16 Application withdrawn

Pinkneys Farm, Gules Green Lane

16.08.4.ii EQ/16/00180 – the Council asked the Clerk to contact MSDC concerning the erection of a fence at Pilgrim's Green. A site visit will be made and a report sent to the Council. The Clerk also asked for the new fence at Laxfield Road bungalows to be assessed.

16.08 Matters of Report:

16.08.1 **Dog bins** – BS would install the latest dog waste bin on Laxfield Road at the end of the footpath.

16.08.2 **Defibrillator** – the cabinet proved to be faulty and had been replaced by the manufacturer. The Clerk was in the process of arranging a training session although had been informed the machine was idiot proof. There was a course at Mendham on 01 October so places could be booked on that. The Clerk was awaiting confirmation that 04 October would be convenient for the trainer (Sancroft Hall booked for planning). The entry code for the defibrillator is **X1234** and for the key safe (in the event of a power cut) **1234**

16.08.3 **Speed Indicator signs**

16.08.3.i work on this was ongoing and GD offered to assist CM

16.08.3.ii PCSO Steve Long emailed: *I recently requested a Speed Data Recorder to be placed along B1116 Harleston Hill. As a result of the data recorded, the Police Safe Camera van will now visit this location when they are around the area to carry out enforcement. This is exceptional news, considering the van is a county wide resource, so hopefully now it can be in Fressingfield at least once every two weeks.* Whilst this was welcomed it was felt that Laxfield Road was more in need of attention. An email had been received concerning speed along Laxfield Road, where a pet cat had recently been run over. This had been pursued in the past and there had been an introduction of the 40mph limit but the Council agreed the possibility of extensions to the limits should be investigated. The Clerk would seek assistance from Cllr McGregor in pursuing the Highways Department and Police to evaluate the area again.

Clerk to action

16.08.4 **Village Caretaker** – Bob Stanley ceased work as street cleaner on 31 August 2016. Mrs Jenny Barber of Pilgrims Green expressed interest in the post and has been engaged for 4 hours per week wef 04 September 2016. Members were very pleased with the appointment.

16.08.5 **Maps** - following a visit by a drainage engineer from Anglian Water it was questioned whether or not the previously mentioned map from digdat.co.uk at a cost iro £60 was required. A report had been promised but not yet received and this would be requested and then a map reconsidered. It had been stated that the sewage system had been designed to cope with 6 times the number of houses in the village so was not close to capacity but the problem appeared to be the ingress of storm water into the sewage system.

Clerk to action

16.08.6 **New Street Parking** – the issue of inconsiderate parking on New Street was raised at the last meeting. As intimated, parking on the highway is a privilege, not a right. PCSO Steven Long had noted the issue when in the village recently and would be keeping under review however, it would appear this problem has corrected itself at the time of the meeting so it was hoped further action would not be required.

16.08.7 **Footpath** – obstruction on Footpath 32 (near Yew Tree Farm) was reported to the Clerk at the last meeting. It transpired that this was not the footpath referred to so the Clerk was tasked with re-submitting the request for remedial work. It was also mentioned that the sign denoting the footpath on Laxfield Road, opposite White Post Cottage, had disappeared.

Clerk to action

16.08.8 **Telephone Kiosk** – as per previous instructions a quotation was obtained for re-glazing the telephone kiosk; this came in at £1645 including VAT (£1371 ex VAT). Stratton Glass does not use polycarbonate. It was suggested it might be possible to install large panes of toughened glass on the inside and remove all the smaller panes. A quotation was awaited and this would be discussed at the next meeting.

16.08.9 **Drainage overflow** – Dr Castro received a prompt response to his report of water coming up through the manhole cover on Low Road. The number to call in all such events is 0800 80 70 60.

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

16.09.1 Approval of accounts for payment – cheques as per appended sheet – prop WL; seconded IS; agreed unanimously.

16.09.2 Account balances at 31 August 2016:

Current account: £18,677.91

Tracker account: £25,017.26

There were no un-presented cheques

Balance at 31 August 2016: £43,695.17

16.09.3 Annual Audit

16.09.3.i the recommendations in the final report received from BDO LLP were noted and the document accepted unanimously by Council.

Prop: GD; seconded MR

16.09.4 Cooperative Bank – forms awaited from MR; (bank details from PE) to enable the application to proceed. The Clerk had hoped to be able to complete the transfer and then add outstanding members at a later date but it transpired that it was a requirement that signing arrangements be the same for the new account as the old one for a transfer to proceed.

PE & MR to action

16.09.5 Borderhoppa had moved from Harleston to Rushall. As it still served Fressingfield the Council agreed to make the budgeted £200 donation.

16.10 Emergency Planning – the working party (GRD; PLR; PE; CAS) would meet shortly to confirm the outline plan was reasonable for the village.

16.11 Street Lighting - MR was unable to present the costings for the replacement of upgraded lights as, despite follow-up calls, he had received no response to his request for a quotation for 'heritage' style lights.

16.12 To receive reports from the County & District Councillors:

16.12.1 County Councillor – no report

16.12.2 District Councillor - report circulated to Councillors prior to the meeting and noted. Devolution was still the main subject of debate. Discussions were still ongoing about the location of Council accommodation options. Members and officers were also considering public access in various ways such as face-to-face, telephone, email, online.

16.13 Social Club

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

16.14 Playingfield Management Committee

16.14.1 RoSPA play inspection – report circulated

16.14.2 report circulated and noted.

16.14.3.i Play equipment – the group led by Clare Foster-Clark has depleted to two members who were meeting representatives of play equipment companies for quotations prior to submitting further grant applications.

16.14.3.ii The Clerk and Chairmen met Clare Foster-Clark and Sophie Savage to discuss the future of the Play Park. There was a positive response to the survey circulated earlier this year and an initial proposal was to informally divide the Play Park into two discrete areas – for small children and the slightly older ones. It was also suggested that an area to the side of the Playingfield be allocated for a deathslide and perhaps some fitness equipment for the older children/teens. Funding was available for projects to tackle childhood obesity. This could also see much more use being made of both the Play Park and Playingfield once it was more inviting to parents and children and it was seen as a move towards making the whole recreation area more inviting as a community resource.

16.15 Nuisance at Playingfield Car Park – the sleepers installed to make parking lines seemed to be having the desired effect of reducing the noisy, nocturnal activity on the car park.

16.16 Road Safety

16.16.1 barrier across the footpath on to Harleston Road did not seem to be progressing. The Clerk would contact Cllr McGregor to assist. **Clerk to action**

16.17 Correspondence

16.17.1 request for donation from Marie Curie

16.17.2 Safer Neighbourhood Team report – Sept 16 – this stated that in the Eye locality there had been, in addition to various reports of speeding, no butleries, robberies, serious sexual offences or drug trafficking; 11 incidents of violence with injury and 21 episodes of anti-social behaviour.

16.17.3 An invitation had been received from Community Action Suffolk to attend its annual awards to be held on 18 October at Museum of East Anglian Life – no one was available to attend.

16.18 To Receive the Clerk's Report

16.18.1 The Clerk, Chairman and Vice Chairman met to discuss the Clerk's employment with regard to recent changes in employment law. The Clerk's contract and all aspects of her employment comply with NALC guidelines and the strictures of the Green Book including statutory sick pay. It was agreed an annual appraisal should take place and that a job evaluation be undertaken by SALC, if it still offered this service.

16.18.2 The Clerk met the Chairman of the Bowls Club at his request. The Council is asked if it would consider assisting with the removal of a pile of grass and tree waste. Over the years the Bowls Club has dumped mowings in the corner of the green on the Playingfield side of the fence. These cuttings have rotted down or been removed as required. The farmer who used to remove the waste states it is now illegal for him to do so. Tree and shrub cuttings from the Play Park have also been added to this pile which definitely requires removal. The Clerk had advised that the Bowls Club should arrange for an additional brown bin to be obtained from MSDC for future use and this had been dealt with. The Council was prepared to assist with a modest contribution to the cost of removal. The Clerk was awaiting a quotation for the work. It was suggested that once the pile had been cleared a sign be posted forbidding the dumping of waste of any kind.

16.18.3 SALC had circulated details of two surveys for completion by councils on services provided and precepts. Members were asked to send their comments to the Clerk, in good time, for collation into corporate responses.

16.18.4 There were two projector bulbs that fitted the now-defunct machine so it would be useful if these could be sold.

16.18.5 The Clerk would be unavailable for the November meeting. Members agreed to a change of date...ideally 29 November but if the Sancroft Hall were unavailable then the 6th December.

16.19 Matters of Information brought by the Chairman or Members:

16.19.1 The Clerk was asked if she had arranged for the cutting of the strip of grass by the tennis courts. A quotation had been sought and a reply awaited.

16.19.2 Brambles were encroaching onto the footpath near the bus shelter. Cutting back had been requested.

16.19.3 2 complaints had been received about the siting of a sign at Jubilee Corner which obliterated the village sign when visitors were trying to photograph it.

Clerk to action

16.20 Date of next meeting 29 November 2016

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

**Signed:
Chairman**