

FRECKENHAM PARISH COUNCIL
Minutes of a Meeting held on Wednesday 2 November 2016
at Freckenham Village Hall, Fordham Road at 7.30 p.m.

Present: Cllrs. Wheeler (Chairman), Cornell & Pearson
Cllr. Barton (Vice Chairman) arrived at 7.45pm

In Attendance: Mrs HA Gurner (Clerk)

The following documents will be appended to the signed Minutes:-

- Agenda
- Clerk's Report

70.	<u>Apologies</u>	<u>Action</u>
70.	<u>Apologies</u> Cllr. Gibbs - accepted.	
71.	<u>Declaration of Interest</u> None.	
72.	<u>To receive reports from the Police, County & District Councillors</u> <u>72.1. The Police</u> The Clerk read out the SNT Newsletter for September which is the latest one available. <u>72.2. Suffolk County Council</u> Cllr. James Waters was not present and no report was given. <u>72.3. Forest Heath District Council</u> Cllr. Brian Harvey was not present and no report was given.	
73.	The Minutes of the meetings held on 13 September & 5 October 2016, previously circulated were approved as a correct record and signed by the Chairman.	
74.	There were no matters arising from the Minutes.	
75.	Planning <u>75.1. To consider any planning applications:-</u> DC/16/2210/HH 15 Mildenhall Road, Freckenham – Householder Planning Application – Two storey rear extension. Resolved - No objections. <u>75.2. To note applications determined:-</u> None Received <u>75.3. Single Issue Review (SIR)</u> Nothing further to report on this matter in the wake of the Hatchfield Farm. FHDC are not appealing the Hatchfield Farm decision by the Secretary of State. However, Lord Derby is appealing to the High Court. The Chairman reported on the Extraordinary meeting of the FHDC Cabinet which he attended on 11 October 2016.	
76.	<u>Recreation Ground and other assets:-</u> <u>76.1. Update on hand rail – the hand rail has been delivered to Cllr. Barton and he has received two quotations for £100 each from local people to install it. The successful quotation is from Mike Clinton of West Row who will install the hand rail in the next week.</u> <u>76.2. Playground Report – the Chairman reported on a meeting with Cllr. Pearson and the Inspector for FHDC who visits monthly and inspects the play equipment. Cllr. Gibbs took photographs of various items of equipment which need to be sent to Sovereign Design Play Equipment along with our inspection report with the issues and a request that these are put right. It is noted that the warranty for the</u>	

	<p>equipment is now up. However, this dates back to an installation fault rather than a warranty issue.</p> <p>76.3. Levelling of Playground – no update as yet.</p> <p>76.4. Update on grass cutting – a front cutting deck lawn mower that Cllr. Cornell's brother used on our recreation ground temporarily is doing a good job and so Freckenham PC will look into purchasing a similar type. The grass is shredded so small that a grass collector is not needed. The cost for this (second hand) was in the region of £2,500 from Newmarket Garden Machinery. It was discussed that this could be shared with the Village Hall, therefore paying 50% each. Cllr. Pearson to take to the next Village Hall Committee meeting to seek their approval.</p> <p>76.5. Any other matters – Cllr. Cornell brought up the spraying of the footpath, a notice should be put up at both entrances to the playing field stating that the footpath has been sprayed to kill the weeds, so that parents of children and dog owners are aware that spraying has taken place. The spray used is safe for both children and dogs.</p>	
77.	<p><u>Highways and Public Transport changes:-</u></p> <p>77.1. The Chairman sent an email to Guy Smith at Suffolk County Council with one or two problems on the Highways and also on the shuttering by the Village Bus Shelter on The Street. The Chairman also reported on the problems of people parking on the pavement on The Street, which is not illegal but rather an offence! The Clerk was asked to draft a letter to put through letterboxes of the people who insist on parking on the pavements stating that it is an offence to obstruct the footpath and please be considerate to parents with buggies, the disabled and blind.</p> <p>77.2. Update on overgrown hedging in village – the hedge on the corner of Chippenham Road has been cut back and you can now walk past on the pavement. The hedge by the pub - Cllr. Barton contacted them and we are awaiting a response. Also the hedging between the old Village Hall and the Bus Shelter is still awaiting to be done, Cllr. Pearson to chase up.</p>	Clerk
78.	<p><u>SALC:-</u></p> <p>78.1. The date of the next area meeting is Tuesday 6 December – venue to be confirmed, but possibly at West Suffolk County Council Headquarters in Bury St Edmunds.</p> <p>78.2. The SALC AGM is on Monday 14 November 2016 to be held at Elmswell – the Chairman and the Clerk to attend. Freckenham Parish Pump is going to be awarded with a prize, but is yet to be declared for what position!</p> <p>78.3. Discussion took place regarding SALC Training Courses and the non-attendance at recent courses which had been arranged by the Clerk. Resolved that no training courses will be booked in the future until at least the re-election in 2019, with the exception of the Clerk's Information & Networking Days.</p>	
79.	<p><u>Town & Parish Forum:-</u></p> <p>The date of the next meeting is Wednesday 7 December 2016.</p>	
80.	<p><u>Financial Matters:-</u></p> <p>80.1. Approval was given to the following payments:-</p> <p>(a) Came & Company - Insurance Premium (paid previously on 14.10.2016) at £923.99, cheque no. 845</p> <p>(b) Gipping Press - Printing of Parish Pump Summer 2016 edition at £102.60, cheque no. 846</p> <p>(c) SALC – Planning Workshop 26/9/2016 at £60.00, cheque no. 847</p> <p>(d) SALC – Clerk's Information & Networking Day 30/9/2016 at £19.20, cheque no.</p>	

	<p>847</p> <p>(e) SALC – Councillor Training 8 & 15/10/2016 at £264.00, cheque no. 847</p> <p>(f) The Clerk’s expenses for September & October 2016 at £112.54, cheque no. 848.</p> <p>(g) The Clerk, two month’s salary being October & November 2016 at £583.34, cheque no. 848.</p> <p>(h) BDO LLP – External Auditor Fees at £276.00, cheque no. 849 – noted that there was an error in the Invoices for Payment, where the ex VAT figure was given of £230.00</p> <p>(i) BT – Procurement of BT Telephone Box at £1.00, cheque no. 850</p> <p>80.2. Invoices tabled on the night:-</p> <p>(a) Forest Heath District Council – Playground Audit & monthly inspections for 2016-17 at £415.30, cheque no. 851</p> <p>80.3. The Chairman reported that the outcome of the External Auditor Report was a good one with only one minor issue mentioned. The Chairman commended the Clerk as it was the first audit since she had taken over from the previous Clerk mid-year.</p> <p>80.4. The proposed Budget was presented and discussed at some length. The Budget will be further presented at the next meeting in January when it will be brought back for approval in January 2017. The precept form needs to be sent back to FHDC by 27 January 2017.</p>	
81.	<p><u>Working Groups Report:-</u></p> <p>81.1. Rights of Way Improvement – Cllr. Barton has requested Suffolk County Council cut this once more. No other update.</p> <p>81.2. Emergency Plan – Cllr. Pearson keeps up to date with Sue Herne regarding the Emergency Plan and there is a meeting on 16 November regarding this, although it is in mid-Suffolk.</p> <p>81.3. Defibrillator monthly check – Cllr. Barton reported that these are taking place. The VETS scheme has not been taken any further - Cllr. Barton to follow up once more.</p> <p>81.4. Community Speedwatch – There is a meeting tomorrow afternoon (Thurs 3 Nov) at Cllr. Cornell’s to work out a rota for this. The camera has come back with two batteries, which have been charged up and there does not appear to be a problem with them. PCSO Holly Allen will not be contacted regarding this as all the training has now been completed and the speedgun calibrated, so they are ready to go.</p>	
82.	<p><u>BT Telephone Box Procurement</u></p> <p>The Clerk has received the agreement from BT which needs signing, dating and returning to them with the cheque for £1.</p>	
83.	<p>Clerk’s Report – attached.</p> <p>This was discussed.</p>	
84.	<p><u>Correspondence received</u></p> <p>Correspondence received was noted.</p> <p>In particular the Mildenhall & District Royal British Legion have sent out a letter requesting more people to join their team / committee.</p>	

85.	<p><u>Urgent Business</u></p> <p>85.1. There is a West Suffolk Parish & Town Conference on 14 November 2016 to be held at The Memorial Hall in Newmarket between 6.30pm and 9pm. The Chairman requested that someone attends as he and the Clerk will be at the SALC AGM the same evening. Cllr Pearson mentioned it was possible that he could attend.</p> <p>85.2. Remembrance Sunday this year is on 13 November and the reading of the names of the service personnel lost during World Wars I and II will take place starting at the War Memorial at 10.45am in readiness for the two minute silence at 11am, with a short service in the Church to follow. A wreath will be purchased from the Mildenhall Parish Council offices as in previous years.</p>	
86.	The date & time of the next meeting will be Monday 16 January 2017 at 7.30pm.	

There being no further business, the meeting closed at 9.22pm.

Signed.....

Date.....