

FRECKENHAM PARISH COUNCIL

**Minutes of the Meeting held on 12 November 2018
at the Village Hall, Fordham Road, Freckenham at 7.30pm**

Present: Cllrs. Wheeler, Pearson & Hurton

In Attendance: The Clerk, Cllr. Harvey, Cllr. Busuttil & 1 member of the public

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

- Agenda
- 2nd Quarter Finance Report
- Draft Budget

| 11/18/1 | <u>Apologies for Absence</u> Cllr. Barton – by email. Cllr. Cornell – apologised for missing the meeting. | <u>Actions</u> |
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| 11/18/2 | <u>Declaration of Interest</u> There were no declarations of interest. | |
| 11/18/3 | <u>Members of the public invited to speak</u> No one wished to speak. | |
| 11/18/4 | <p><u>Councillor Louis Busuttil – County Councillor</u> The CC Budget £505M – having to find savings of £25m - assuming they are able to increase the County Council part of the rates by 4%,. However, this has not yet been voted on by the Council. Increases will be as follows:- 1.99% + 1% agreed from central Government and an extra 1% for Adult Social Care Contribution. Even with this increase SCC are still struggling to close the gap. Trying to maintain the infrastructure on the Highways, single biggest issue is Adult Social Care which keeps expanding. Next biggest item is Child Social Care. New system called Liquid Logic coming into force – integrates NHS and Care databases and tries to automate the whole process of managing care – called artificial intelligence! Highways – looking at putting cameras into the dashboards of their vans to try to identify potholes. Will connect to the database of roadworks.org and can identify the potholes. People still requested to report potholes as this helps to ‘learn’ the roads.</p> <p><u>Councillor Brian Harvey – District Councillor</u> New Boundary has been agreed for Manor Ward and the Clerk has been emailed with the updated map which she has circulated round to Councillors this evening. The Council will merge in May and become one unitary council. Fiveways roundabout will close this weekend for the roadworks to take place. Attended a presentation by the DWP (Department of Work & Pensions). The new Universal Credit gets rolled out this week – any new claimants will automatically go onto this. Some slight changes have been introduced on how it is going to be paid. There is a new banking system which uses a code that gets over the fact that previously you could not get any further without a bank account! Private Landlords can now make an application to have the rent paid directly to them which will prevent a lot of tenants getting into rent arrears. You can also apply for your payments to be made on a fortnightly basis. This is all in an effort to reduce the amount of debt people are getting into. Can keep your benefits whilst working, getting more hours work you used to lose your benefit, but now you can keep 37% of your benefit up</p> | |

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| | <p>to a certain point to encourage people to go to work. District Council to raise their part of the rates by 3% this year. Brown bin collection likely to rise to £43 per year, but not formalised yet. Enforcement Officers are currently working on the Elms Road Travellers site, but Cllr. Harvey cannot say anymore at this stage.</p> <p>The Clerk read out the Police Newsletter which was November 2018.</p> | |
| 11/18/5 | <p><u>To confirm the Minutes of the meeting held on 3 September 2018</u></p> <p>The Minutes of the meeting held on 3 September 2018 were confirmed as an accurate record and were duly signed by the Chairman.</p> | |
| 11/18/6 | <p><u>Matters arising from the Minutes not covered by the Agenda</u></p> <p>Regarding a letter received from a Parishioner at the last meeting in September, Cllr. Hurton emailed GTC regarding a marker post which has been knocked down (which indicates the location of the gas pipe under the road) to say it has been knocked down and needs to be re-installed. He received a reply on 21 September, but this has not yet been corrected. He will follow this up with another email.</p> | Cllr. Hurton |
| 11/18/7 | <p><u>Planning:-</u></p> <p>7.1. <u>To consider any planning applications:-</u></p> <p>7.1.1. DC/18/2034/FUL - (i) Single storey extension to dwelling (ii) Detached car port (iii) 2 bay Stable with attached tack room and store. Elms Farm, Elms Road – Expiry date extended to 14/11/2018. The Council resolved to submit ‘no objections’.</p> <p>7.1.2. DC/18/2040/FUL - (i) single storey extension and (ii) cladding to existing barn conversion. Land adj Fourways Farm, Isleham Road – Expiry date 13/11/2018. The Council resolved to submit ‘no objections’.</p> <p>The following application was received by the Clerk by email today Monday 12 November:-</p> <p>7.1.3. DC/18/2257/TCA - Trees in a Conservation Area Notification - 1no. Mulberry (T1 on plan) - Overall crown thin by 20% and remove low limb nearly touching floor. Street Farm, North Street – Expiry date 3/12/2018. The Council resolved to submit ‘no objections’.</p> <p>7.2. <u>To note applications determined:-</u></p> <p>7.2.1. DC/18/1363/TCA - Trees in a Conservation Area Notification - Delegated. No objections - 16/8/2018.</p> <p>7.2.2. DC/18/1363/HH AMENDED - Householder Planning Application. Fairways, Mortimer Lane - Approved - 19/9/2018.</p> <p>7.3. <u>Update on Neighbourhood Planning Process</u></p> <p>The request for a Neighbourhood Plan has been submitted to the District Council, it has been accepted for, and is now showing on their web-site. The plan is not going outside of Freckenham’s Parish boundary. Cllr. Harvey has shown his support for the Plan. Two quotations and then interviews were undertaken for a Consultant to help with this work and a Mr Ian Poole was appointed. He has already completed plans with other Parishes and Lawshall Parish Council had confirmed to Cllr Wheeler that he had done a first class job for them.</p> | The Clerk to submit comments via the Planning Portal for all the planning applications discussed this evening on 13/11/2018. |
| 11/18/8 | <p><u>Recreation Ground and other assets:-</u></p> <p>8.1. Playground Report – the path is weed-controlled by Ann Wheeler. Cllr. Pearson took a photograph of the gates to the Childrens’ Play Area being left wide open on Monday 22 October 2018. The FHDC</p> | |

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| | <p>Inspector picked up on the sign that has been fed in between the bars – this needs to be lifted up again, although it is eye level at the moment, and not really in an unsafe position. Cllr. Pearson offered to fix it up with cable ties into position. The weld which has ‘gone’ on the slide is not dangerous - no child could get their fingers caught in it. The path leading down to the Recreation Ground from The Street is slippery, overgrown and needs to be tidied up.</p> <p>8.2. Update on grass cutting – the grass has really suffered this year with the heat and the rain. Cllr. Cornell is not present and has not submitted a report. Cllr. Pearson telephoned John Haste who has recently recovered from sepsis. He feels unable to take on any more work for the Parish Council and thanked Cllr. Pearson and the Council for their good wishes.</p> <p>8.3. Update on the wall between Chippenham Road & Shores Close. Cllr. Harvey reported that he is getting nowhere with this problem, but he keeps chasing it up and will report back as soon as he gets an answer.</p> <p>8.4. Any other matters relating to the Recreation Ground. The River Lark Preservation Society have received funding to keep the river clear and running.</p> | <p>Cllr. Pearson</p> <p>The Clerk & Cllr. Brian Harvey</p> |
| 11/18/9 | <p><u>Highways Inspection</u> Cllr. Busuttill offered to come with Cllr. Wheeler on a Highways Inspection. Potholes have been filled in North Street recently, however there are still some that need to be done.</p> | |
| 11/18/10 | <p><u>SALC</u> 10.1. The date of the next meeting will be in March 2019, exact date to be confirmed later. There used to be four meetings a year, this has now been reduced to two per year – March and September. 10.2. Cllr. Hurton reported how very informative the Course was he recently attended at SALC.</p> | |
| 11/18/11 | <p>FHDC Town & Parish Forum - the date of the next meeting still to be confirmed.</p> | |
| 11/18/12 | <p><u>Financial Matters</u> 12.1 The following were cheques that could not wait until the next meeting & were written on 10 October 2018:- (a) SALC, Qno.980, 2 x copies of The Good Councillor Guide, £8.54 – invoice dated June had not been received. (b) Mrs H A Gurner, Qno.981, October Salary, £300.42 (c) Mrs C A Wheeler, Qno.982, materials purchased to improve the area by the bench on The Street, £84.80 These cheques have already been processed through the bank and were approved. <u>12.2. Payment of the following invoices was approved:</u> (a) Mrs H A Gurner, Qno.983, November Salary, £300.42 (b) Mrs H A Gurner, Qno.983, Expenses for September & October 2018, £285.90 (c) Peter Taylor Whiffen, Qno.984, Editing of The Parish Pump Winter edition, £140.00 (d) Gipping Press Limited, Qno.985, Printing of The Parish Pump Winter edition, £139.74 (e) Mr D E Wheeler, Qno.986, General expenses including mileage, £34.61</p> | |

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| | <p>(f) Mr S Hurton, Qno.987, Mileage expenses for attending recent training course at SALC over two days, £68.40</p> <p><u>12.3. Invoices received after the Agenda was issued:</u></p> <p>(a) SALC, Qno.988, Cost of new Councillor training course for Mr S Hurton, £135.60 – APPROVED.</p> <p>12.4. Noted receipt of the final payment from FHDC for the precept received in bank account on 28/9/2018 of £4,200.00.</p> <p>12.5. Noted receipt of the VAT repayment from HMRC received in bank account on 5/9/2018 of £995.75.</p> <p>12.6. The Bank Mandate has now been updated with Mr S Hurton as a full signatory and Mr P Gibbs has been removed.</p> <p>12.7. Noted that the Chairman has signed bank reconciliations up to 1/10/2018.</p> <p>12.8. The Clerk reported on the 2nd Quarter Finance Report which is appended to these Minutes. There were no comments on the Accounts from the Councillors.</p> <p>12.9. The Draft Budget for 2019-20 was presented to the Council for consideration and discussion. The Chairman spoke about the elections next year. If there are more people coming forward than there are places on the Council, then the Parish Council would need to pay the costs of this. The approximate cost for this could be in the region of £1,000 - £1,500. Therefore, money should be available within the Budget to pay for this. The two options were discussed and the preferred option was an increase in the precept of 4% next year which will make it £12,500.00. This will be confirmed at the January 2019 meeting and submitted to FHDC.</p> | |
| 11/18/13 | <p><u>Working Groups Report:-</u></p> <p>13.1. Circular Walk – Cllr. Pearson has walked half the circular walk and reported that it is accessible.</p> <p>13.2. Emergency Plan – no update.</p> <p>13.3. Defibrillator monthly check Report –The box has been cleaned recently. It is understood from Cllr Barton in his absence that Mr John Leitch will be checking on a monthly basis.</p> <p>13.5. Community Speedwatch – No speed watches took place in September or October at the Mildenhall Road end of the village. There have been speed watches taking place at the Fordham Road end of the village. Cllr. Pearson suggested that the Council could apply for flashing signs that show your speed which appear to be more effective. This to be considered next year.</p> | |
| 11/18/14 | No Agenda Item 14! | |
| 11/18/15 | <p>Update on the Vacancy for Clerk & Responsible Finance Officer – This position has been advertised in the Parish Pump, on the noticeboards and also on the web-site. The interviews to take place at the beginning of December and will be conducted by the Chairman and the Clerk. The Clerk will stay in post until a new Clerk is appointed (22 March 2019 latest, but preferably sooner) and then step back. However, it has been agreed that she will finalise this year's Accounts covering the year end.</p> | |
| 11/18/16 | <p>Update on the Remembrance Day Commemoration of the 1st WW. Wonderful commemoration yesterday with all the memorabilia in the Church, the name plates were put against poppies and looked very good.</p> | |

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| | <p>By the War Memorial there were crosses with the name of each person who had passed away whilst in action with a poppy also on each cross. The Church was full for this service. Donations were collected for the Royal British Legion and the Help for Heroes of just under £300 and the Church will make this up to £300.</p> <p>It was very disappointing that a Brass Plaque could not be put in place as permission has to be granted by The Faculty which will cost £200.00 and takes time. One application can be made but it is understood that this can cover more than one brass plaque. Therefore, we may be able to get the other brass plaques cleaned.</p> | |
| 11/18/17 | <p><u>Correspondence Received:-</u> The Clerk has received thank you letters from all that had received donations under S.137 in September. The Clerk received an email from Brian Harvey regarding the 'Celebrate the Volunteer' afternoon which he is hosting on Sunday afternoon 13 January 2019 starting at 1pm. The nomination form has to be completed by this Friday 16 November 2018. Cllrs. Pearson and Hurton agreed to get together and complete the nomination form. The Clerk, the Chairman and the Councillors all received a letter from the Lord of the Manor, Matthew Yngson regarding Remembrance Day and he kindly sent a wreath and asked the Chairman to lay this at the War Memorial, which was done. The Chairman has already replied to the letter.</p> | Cllrs. Pearson & Hurton |
| 11/18/18 | <p><u>Urgent Business</u> Hills Accounting who have been our Internal Auditor for a number of years will not be undertaking Parish Council Accounts in future and so the Clerk has been searching for a new Internal Auditor. Ant Preece of Ayentee Accountancy has given a quotation of £50 for this work and he already completes work on Parish Council Accounts for Worlington Parish Council. He is also currently being considered by Lakenheath Parish Council. The Council resolved to approve his appointment.</p> | |
| 11/18/19 | <p><u>Future Meeting</u> The next meeting of Freckenham Parish Council has been re-scheduled to Monday 21 January 2019.</p> | |

There being no further business the Meeting closed at 9.36pm

Signed.....

Date.....