

FRECKENHAM PARISH COUNCIL

**Minutes of the Meeting held on 3 September 2018
at the Village Hall, Fordham Road, Freckenham at 7.30pm**

Present: Cllrs Wheeler, Pearson, Barton, Cornell & Hurton

In Attendance: The Clerk & two members of the public

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

- **Agenda**

9/18/1	<u>Apologies for Absence</u> Cllr Brian Harvey	<u>Actions</u>
9/18/2	<u>Declaration of Interest</u> There were no declarations of interest.	
9/18/3	<u>Members of the public invited to speak</u> No one wished to speak.	
9/18/4	<u>Councillor Brian Harvey</u> Cllr Harvey was not present and did not submit a report. <u>Councillor Louis Busuttil</u> Cllr Busuttil was not present and did not submit a report.	
9/18/5	<u>To confirm the Minutes of the meeting held on 20 July & the Extra-Ordinary Meeting held on 9 August 2018</u> The Minutes of the meetings held on 20 July and the Extra-Ordinary Meeting held on 9 August 2018 were confirmed as an accurate record and were duly signed by the Chairman.	
9/18/6	<u>Matters arising from the Minutes not covered by the Agenda</u> There were no matters arising.	
9/18/7	<u>Planning:-</u> 7.1. <u>To consider any planning applications:-</u> 7.1.1. DC/18/1225/HH AMENDED - Householder Planning Application - (i) Raise roof to create habitable rooms with velux windows (ii) juliette balcony to west elevation (iii) front entrance extension (iv) garden room to north elevation – Fairways, Mortimer Lane. Expiry Date: Extension to 4/9/2018. This application was discussed and it was resolved that the Clerk submit comments on the web-site regarding the height of the velux windows and that these comments will replace the previous comments made on the original application. 7.2. <u>To note applications determined:-</u> 7.2.2. DC/18/0947/TPO - TPO (1994) 02 - Tree Preservation Order - 2 no. Sycamore (T01 and T02 on plan and T2 and T3 on Order) reduce overall Crown by 4 metres – Holmes Farm, Mortimer Lane. FHDC Decision – Approve application. 7.3. <u>Neighbourhood Plan</u> – the Terms of Reference has been accepted by the sub-Committee and Freckenham Parish Council approves this document. The Minutes were circulated from a meeting with FHDC on 13 August 2018. The Chairman has spoken with contacts at Lawshall & Hargrave - another Consultant who helped these Parishes will attend the next meeting this week on Thursday 6 September. This will be the second Consultant and a choice will be made as to which one will be used.	The Clerk submitted comments on the web-site.

9/18/8	<p><u>Recreation Ground and other assets:-</u></p> <p>8.1. Playground Report – monthly report received from FHDC. One or two items keep coming up on the reports repeatedly, in particular the gate closer and a small broken weld on the slide. However, these do not appear to be a problem. There is still dog mess being found on the Recreation Ground, Cllr. Cornell collected 12 bags worth in the last two weeks! There are dog waste bins to all entrances / exits to the Recreation Ground. It was resolved to provide free dog waste bags and for a roll to be attached to each post. Cllr Cornell to organise this.</p> <p>8.2. Update on grass cutting – the path near the river bank has now been sprayed. The grass has not been cut for a week, but is fine.</p> <p>8.3. Update on the wall between Chippenham Road & Shores Close. The Clerk has not heard anything further from Cllr Brian Harvey and it was requested that she chase him up on this matter.</p> <p>8.4. Any other matters relating to the Recreation Ground - the two seats have been woodstained by Cllr Cornell's family. Weedkiller has been put down on the path by Ann Wheeler and the Councillors wish to extend their thanks to Ann.</p> <p>The Lark Preservation Society will be attending soon to put coconut along the riverbank to prevent the crayfish from eating away at the bank – the whole of the river along the playing field up to the bridge. There are also problems all the way along towards Chippenham. Trees will also be cut back and any dead trees removed. They will also make two areas much more child friendly with shingle etc. and will add invertebrates to encourage the fish. The Environment Agency are not happy with what is happening with the river towards Chippenham. Five separate sweeps have been done and virtually nothing is in there.</p>	<p>Cllr Cornell to purchase dog waste bags and organise these to be attached to each post in the Recreation Ground.</p> <p>The Clerk to contact Cllr Harvey.</p>
9/18/9	<p><u>Highways Inspection</u></p> <p>Cllr Wheeler had nothing major to report, other than the odd pothole in North Street and Elms Road which still need rectification. Isleham Road - by the bridge also still needs resurfacing.</p>	
9/18/10	<p><u>SALC</u></p> <p>10.1. To confirm the date of the next meeting as Tuesday 11th September at Lakenheath Village Hall at 7pm. Cllrs Wheeler, Pearson & Cornell will attend along with the Clerk who will take the Minutes.</p> <p>10.2. To note that the AGM is Tuesday 6 November at Blackbourne Community Centre, Elmswell. Cllr Wheeler will attend this, other Councillors will confirm their attendance at a later date.</p> <p>10.3. To confirm training courses booked – Councillor Course has been booked for Cllr Hurton on 27 October and 3 November with SALC and also a Planning Workshop has been booked for Cllr. Pearson on 27 March 2018.</p>	
9/18/11	<p>FHDC Town & Parish Forum - the date of the next meeting still to be confirmed.</p>	
9/18/12	<p><u>Financial Matters</u></p> <p><u>12.1</u> To approve the amendment to Clerk's Expenses provided at the last meeting 20/7/2018. Amendment was approved.</p> <p><u>12.2. Payment of the following invoices was approved:</u></p> <p>(a) Gipping Press Ltd, Qno.969, printing of the summer edition of Parish Pump, £139.74 (cheque written 31/7/2018)</p>	

	<p>(b) Mrs H A Gurner, Qno.970, August Salary, £300.42 (cheque written 27/8/2018)</p> <p>(c) Mrs H A Gurner, Qno.971, further payment for expenses from 20/7/2018 where the VAT payment was missed off, £20.83 – approved above Item no. 9/18/12.1. (cheque written 27/8/2018)</p> <p>(d) Mrs H A Gurner, Qno.972, September Salary, £300.42</p> <p>(e) Mrs H A Gurner, Qno.972, Expenses 11 July to August 2018, £27.86</p> <p>(f) St Nicholas Hospice, Qno.973, S.137 payment, £50.00</p> <p>(g) East Anglian Air Ambulance, Qno.974, S.137 payment, £50.00</p> <p>(h) East Anglia’s Childrens’ Hospice (EACH), Qno.975, S.137 payment, £50.00</p> <p>(i) Royal British Legion, Qno.976, S.137 payment, £75.00</p> <p>(j) Bury St Edmunds & West Suffolk Samaritans, Qno.977, S.137 payment, £50.00</p> <p>(k) The Alzheimer Society, Qno.978, S.137 payment, £50.00</p> <p><u>12.3. Invoices received after the Agenda was issued</u> No invoices received after the Agenda was issued.</p> <p>12.4. Approval was given to the subscription to the HP Instant Ink Service of £3.49 per month (for up to 100 pages) for ink cartridge replacement.</p> <p>12.5. Noted receipt of the second payment from FHDC for the precept received in bank account on 27/7/2018 of £1,800.00.</p> <p>12.6. Noted the Clerk re-claimed VAT up to 31/7/2018 for a total amount of £995.75.</p> <p>12.7. Noted that the period of exercise for public rights to view the accounts for 2017/18 passed on 10 August 2018.</p> <p>12.8. Insurance quotation from Came & Company – The Clerk managed to negotiate to waive £50 admin fee for this year and so if the Council accept the long term agreement (three years) the cost for the next year will be £949.13. If the long term agreement is not accepted the cost of the next year will be £999.13. It was resolved to accept the long term agreement and a cheque will be written and signed this evening for this. It was however explained by Came & Co that the admin fee would be applied next year as well as the following year.</p> <p>12.9. Bank Mandate – this has been signed this evening to add Cllr Hurton and to remove Cllr Gibbs. The mandate will be posted to Lloyds business banking tomorrow.</p>	
9/18/13	<p><u>Working Groups Report:-</u></p> <p>13.1. Circular Walk – Cllr Barton reported that this is walkable.</p> <p>13.2. Emergency Plan – no update on this.</p> <p>13.3. Defibrillator monthly check Report – John Leitch is willing to take this over.</p> <p>13.5. Community Speedwatch – this moved from the allotment to the village hall. It was then moved to Cllr Wheeler’s driveway to ensure better visibility of approaching and departing traffic. The highest reading is 58mph and this vehicle did not slow down going through the village. The camera can catch vehicles not only coming towards it and but also after they have passed. 19 people were caught in an hour – this was out of 110 vehicles! The camera that Cllr Pearson has will need to be calibrated shortly and Cllr Cornell will arrange this.</p>	

9/18/14	<p><u>Update on the email accounts created by Matthew Pajares Yngson</u> The Clerk and Cllr Hurton have set up their email accounts, although the Clerk is not entirely satisfied with the account. It was resolved that the Clerk will email Mr Yngson to say that we will keep with our existing email contact addresses and will not be using another email provider.</p>	The Clerk emailed Mr Yngson 12/9.
9/18/15	<p><u>Correspondence Received:-</u></p> <ul style="list-style-type: none"> • Letter from Brenda Knowles – regarding a sign that has been brought down by the Church. The sign is an important one regarding Gas. Cllr Hurton to look at this and if necessary re-install it. • Letter from Rev Sandie Barton – stone curlews have been heard ‘calling’ this evening. These are very rare in the UK, only breeding in two areas of the UK. Only about 150 pairs are in Suffolk – this could have implications for future development in the area. <p>The Clerk requested to reply to both letters.</p>	The Clerk replied to both letters 12/9
9/18/16	<p><u>Urgent Business</u></p> <p>Obsolete printer – it was resolved to dispose of the printer as there appears to be no way of repairing this. The Clerk to remove this item from the Asset Register.</p> <p>Remembrance Sunday meeting – looking into small plastic silhouettes, or poppies with the names engraved of people who lost their lives - for the commemoration of the end of the first world war.</p> <p>Ann Wheeler has been cleaning the bench and the area around the bridge where it drops down at the back. It has been suggested to fill this area up with wood chippings – would need 2cm at £62.40 & stones for £25 to clear the area up. It was resolved to accept this cost of £87.40.</p> <p>The Clerk read out her resignation letter, thanking the Council but that the time has come for her to move on due to her mounting other work commitments. She has given a leaving date of Friday 22 March to allow ample time for the Council to appoint a new Clerk. The Council wished to extend their thanks to the Clerk.</p>	Removed from Asset Register 12/9
9/18/17	<p><u>Future Meeting</u> The next meeting of Freckenham Parish Council has been re-scheduled to Monday 12 November 2018.</p>	

There being no further business the Meeting closed at 9.20pm

Signed.....

Date.....

