

Freckenham Parish Council  
Minutes of the Annual General Meeting held on 20<sup>th</sup> May 2008  
at Freckenham Village Hall, Fordham Road at 7.00 p.m.

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**1. Present:**

- 1.1. Councillors - D E Wheeler (Chairman); G H Calver; Mrs C K L Engelbrecht; N M B Martin.
- 1.2. In attendance – The Clerk.

**2. Election of Chairman:**

- 2.1. Cllr Wheeler confirmed that he was willing to remain as Chairman if elected. Cllr Martin proposed that Cllr Wheeler be elected as Chairman; this was seconded by Cllr Calver and unanimously agreed. Cllr Wheeler signed a Declaration of Acceptance of Office.

**3. Election of Vice-Chairman:**

- 3.1. Cllr Wheeler proposed Cllr Martin as Vice-Chairman. This was seconded by Cllr Engelbrecht and unanimously agreed.

**4. Apologies:**

- 4.1. Police.

**5. Co-option to fill Vacancy:**

- 5.1. The Chairman said that he had spoken with two possible candidates but neither had been willing to stand because of other commitments. He undertook to continue his quest.

**6. Declaration of Interest:**

- 6.1. None.

**7. Reports:**

- 7.1. County Councillor.
  - 7.1.1.. The chairman mentioned that Councillor Pendleton is still recovering from his stroke. The Clerk said that he had not heard from Cllr Chambers.
- 7.2. District Councillor.
  - 7.2.1.. The Clerk had not heard from Cllr Huggan.
- 7.3. Police.
  - 7.3.1.. The Clerk read out a report from the police.

**8. Minutes:**

- 8.1. The Minutes of the meetings held on 12<sup>th</sup> March and 28<sup>th</sup> April 2008 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**9. Matters Arising not covered in the Agenda:**

- 9.1. None.

## **10. Appointment of Council Representatives for 2008-2009:**

- 10.1.1..SALC. Cllr Martin – [Cllr Wheeler is on the Executive Committee]
- 10.1.2..Mildenhall and District Sick Poor Fund. Mr Nial Murphy (but if he wished to stand down then Cllr Engelbrecht)
- 10.1.3..Freckenham Shores Charity. Cllrs Calver and Engelbrecht.
- 10.1.4..Village Hall Committee: Cllr Wheeler.
- 10.1.5..Village Recorder. Mrs Sandie Geddes.
- 10.1.6..Mildenhall Community Partnership. Cllr Wheeler.
- 10.1.7..Mildenhall Road Footway Action Group. This to be included in the brief for the Rights of Way Working Party.
- 10.1.8..Suffolk Hedgerow Survey. This to be included in the brief for the Rights of Way Working Party.

## **11. Freckenham and Worlington Local Housing Needs Survey:**

- 11.1. The Clerk had circulated a report from Louise Wilby of Suffolk ACRE. It was **resolved** that there should be a joint meeting with Louise Wilby, Worlington Parish Council (assuming that they are willing to continue discussions) and Forest Heath District Council.

## **12. NATS Consultation:**

- 12.1. The Clerk had circulated a consultation request from NATS (National Air Traffic Service) concerning change in aircraft stacking areas for Luton and Stansted. Members resolved not to comment.

## **13. Planning:**

- 13.1. Applications received:
  - 13.1.1.. None.
- 13.2. Decisions:
  - 13.2.1..The Old Rectory, Church Lane – Removal of non-operational stack (Retrospective). Installation of new condensing boiler & dual coil hot water tank. Installation of 3 solar panel water heaters. ~ Approved subject to conditions
  - 13.2.2..Dunsworth House, Mildenhall Road – Fell 2 Sycamore trees, reduce limbs of Beech tree and remove stubs, remove large limb of Beech tree overhanging ménage, fell 1 larch tree. ~ Approved subject to conditions
  - 13.2.3..Unit C Freckenham House – Fell one pine and one Elm in front garden and one sycamore and two pines in rear woodlands ~ Approved subject to conditions.
  - 13.2.4..Woodlands, East View - Erection of a bungalow ~ Approved subject to conditions
- 13.3. The Clerk had circulated a letter from East Cambridgeshire District Council concerning the Draft Ely Masterplan – Members had no comment on the Plan.

## **14. Forest Heath Community Health Improvement Forum:**

- 14.1. The Clerk had circulated a note of forthcoming meetings. Cllr Martin reported on the last meeting of the Forum.

## **15. Suffolk Association of Local Councils Training:**

- 15.1. The Clerk had circulated details. It was resolved that the Clerk would attend the Clerks Networking Day and that the cost of £7.00 + VAT be paid.

## **16. Suffolk Preservation Society:**

16.1. Members noted that the AGM would be held on 5th June at Haughley Park Barn.

## **17. Donations Requested (Section 137):**

17.1. Members unanimously **resolved** that a donation of £60.00 should be made to six local charities.

17.2. It was agreed that payment now be made to Suffolk Accident Rescue; East Anglian Air Ambulance; St Nicholas' Hospice and the Royal British Legion.

17.3. It was agreed to further consider the remaining two payments with consideration being given to Vitalise; West Suffolk Blind; Age Concern Suffolk and Optua.

## **18. Annual Subscriptions:**

18.1. It was unanimously **resolved** to subscribe during the coming year to:

18.1.1..Suffolk Preservation Society - £25.00

18.1.2..Suffolk ACRE - £25.00

18.1.3..Suffolk Association of Local Councils - £131.00

18.1.4..And not to continue a subscription to the Local Council Review.

## **19. Financial Matters:**

19.1. Approval was given to the payment of the following accounts-

19.1.1.. £25.00 to Suffolk ACRE being the annual subscription.

19.1.2.. £25.00 to Suffolk Preservation Society being the annual subscription.

19.1.3.. £131.00 to SALC being the annual subscription to include only two copies of The Local Councillor.

19.1.4.. £2,714.25 to Adventure Playgrounds Ltd being the installation of a see-saw and safety matting in the play area at the recreation ground.

19.2. Free Resources Expenditure. Resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure namely: £60.00 to each of Suffolk Accident Rescue Service; East Anglian Air Ambulance; St Nicholas' Hospice and the Royal British Legion.

19.3. Members completed the External Auditors Annual Governance Statement.

19.4. It was confirmed that the Clerk would be the Responsible Financial Officer for 2008-2009.

19.5. It was **resolved** that the Chairman should oversee internal financial control.

19.6. It was **resolved** that Hills Accountancy Service be appointed as Internal Auditor for 2007/2008 accounts.

## **20. Clerk's Report:**

20.1. This had been circulated. The Chairman said that there is to be a meeting with Gavin Hodge of Suffolk ACRE concerning the Good Neighbourhood Scheme on 28<sup>th</sup> May. Cllr Martin said that he proposed that his Working Groups should meet shortly.

## **21. Correspondence Received:**

21.1. A folder was circulated. Details were noted.

**22. Urgent Business:**

22.1. None.

**23. Next Meetings:**

23.1. Provisional dates for the coming year:

<u>2008</u>		<u>2009</u>
23 <sup>rd</sup> July		21 <sup>st</sup> January
24 <sup>th</sup> September		25 <sup>th</sup> March
26 <sup>th</sup> November		20 <sup>th</sup> May

Signed:

Date:

Freckenham Parish Council  
Minutes of a General Meeting held on 23<sup>rd</sup> July 2008  
at Freckenham Village Hall, Fordham Road at 7.00 p.m.

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**24. Present:**

- 24.1. Councillors - D E Wheeler (Chairman); G H Calver; Mrs C K L Engelbrecht; N M B Martin.
- 24.2. In attendance – County Councillor Mrs Lisa Chambers; District Councillor Tim Huggan; PCSOs Tim Hartup and Dawn Rowan; The Clerk.

**25. Apologies:**

- 25.1. None.

**26. Co-option to fill the Casual Vacancy:**

- 26.1. The Chairman said that he had spoken with Mr Jeff Gingell and that he is agreeable for his name to be put forward for co-option. As there were no further nominations Mr Gingell was unanimously co-opted onto the council. Mr Gingell, being present, signed a Declaration of Acceptance of Office and joined the meeting.

**27. Declaration of Interest:**

- 27.1. None.

**28. Reports:**

- 28.1. County Councillor.
  - 28.1.1..Cllr Lisa Chambers mentioned that she and Cllr Noble are allocating Cllr Pendleton's Locality Budget on his behalf. She then spoke about the Local Government Review and the county's support for a single unitary for Suffolk.
- 28.2. District Councillor.
  - 28.2.1..Cllr Huggan handed round a written report that covered a number of local issues.
- 28.3. Police.
  - 28.3.1..PCSO Hartup said that there were no crimes in Freckenham to report. He mentioned that the Safer Neighbourhood Teams (SNT) had a monthly tasking meeting and that representatives from parish councils were welcomed. The next meeting is 30<sup>th</sup> July and the Chairman volunteered to attend. He also mentioned speeding (hopefully SID would be in the village before the end of the year); illegal parking; neighbourhood watch and that the force is getting a mobile police station.

**29. Minutes:**

- 29.1. The Minutes of the meeting held on 20<sup>th</sup> May 2008 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**30. Matters Arising not covered in the Agenda:**

- 30.1. None.

### **31. Unitary Local Government in Suffolk:**

31.1. The Chairman outlined the proposals and points raised at a SALC Executive meeting with the Boundary Commission. He mentioned that SALC are organising a meeting at Red Lodge with the Boundary Commission to which one representative only is invited on 2<sup>nd</sup> September and a Suffolk County Council meeting in Newmarket on 19<sup>th</sup> August, which all Members said they would like to attend. Following some discussion on the merits of the two main proposals it was agreed that Members should consider their submission to the Boundary Commission at the next meeting on 24<sup>th</sup> September, the last date for submissions being the 26<sup>th</sup> September.

### **32. Planning:**

32.1. Applications received:

32.1.1.. Unit C Freckenham House - Erection of double detached carport. ~ No objection

32.1.2.. Land north of Elms Road and A11 northbound exit slip road - Relocation of Red Lodge Transport Café/Truck Stop comprising facilities building (with café), lorry parking, access, associated off-site highway works and landscaping. ~ Traffic. A secure lorry park could undoubtedly generate more use than the existing. Access/egress is good for lorries travelling north on the A11 and reasonable for those travelling south. Without an east link between the A11 and A14 HGV's from the A14 must go through villages either on the A1101 or B1506/B1085 through Kennett/Red Lodge or the minor road Kentford to Red Lodge. HGV from the west A142 etc. will come through Fordham (B1102) and attempt Elms Road, Freckenham, which has two sharp bends and is narrow throughout its length. Members found a Traffic Plan in the documentation for staff (all 12 of them!) but not for visiting HGV's. Location. The proposed site is within an ESA and does not conform, as far as Members are aware, to the existing district plan and the evolving LDF. If approved it would bring development to the west side of the A11 whilst all approvals in the Red Lodge area to date (except for the gravel working) have been to the east. The most suitable place for a lorry park in the immediate area is on the junction of the A11 and A14 with a new A11/A14 east spur so to serve both trunk roads. If it is considered appropriate for a lorry park on the A11 then consideration should be given to a brown field site, such as the one adjacent to the Esso petrol station at Barton Mills. Pollution. A lorry park in this location will produce environmental pollution – exhaust gasses and night light pollution – in an area that is relatively free of such problems. Two sites. The application suggests a re-location of the existing site in Turnpike Road, Red Lodge. Members were unable to ascertain from the documentation that there is a guarantee that the existing site will close. The existing café owners were not a party to the application.

32.1.3.. Linden House, Elms Road - Single storey side and rear extensions. Removal of two front windows and installation of bow window. ~ No objection.

32.2. Decisions:

32.2.1.. Meadcroft, Fordham Road – Erection of first floor balcony to rear of property, single storey garage block, stable block and wind turbine. ~ Refused.

**33. Freckenham and Worlington Local Housing Needs Survey:**

33.1. The Chairman reported that Worlington council had met and agreed to a meeting with Freckenham, Suffolk ACRE and Forest Heath District Council. It was **resolved** that all Members would form the Working Group for the meeting and discussions.

**34. Suffolk Association of Local Councils Training:**

34.1. The Clerk said that SALC are running a number of New Councillor courses. Cllrs Calver and Gingell agreed to attend 5<sup>th</sup> and 11<sup>th</sup> November at Claydon. It was **resolved** that the fee of £90.00 + VAT each and travelling expenses be met by the council.

34.2. The Clerk had circulated information about the Newsletter of the Year 2008 competition. It was **resolved** to enter the last two editions.

34.3. The Clerk had circulated information about a SALC organised free meeting on Sustainable Communities – The Event – at Bury St Edmunds on 26<sup>th</sup> August. The Chairman and Cllrs Calver and Gingell said that they would attend.

**35. Donations Requested (Section 137):**

35.1. Members unanimously **resolved** that the two remaining allocated donations of £60.00 should be made to Vitalise and West Suffolk Blind.

**36. Financial Matters:**

36.1. Approval was given to the payment of the following accounts-

36.1.1.. £86.10 to Clarkes of Walsham Ltd for a Grit Bin (minute 83.1 of 2007/2008).

36.1.2.. £8.22 to SALC being the fee for the Clerks Networking Day.

36.1.3.. £100.00 to Mr T Anderson for repairs to the village sign.

36.2. Free Resources Expenditure. Resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure namely: £60.00 to each of Vitalise and West Suffolk Blind.

**37. Right of Way Improvement and Parish Plan Working Group:**

37.1. Cllr Martin said that the Group would be meeting on 20<sup>th</sup> August – 7.00 pm in the village hall.

**38. Clerk's Report:**

38.1. This had been circulated. The Clerk to thank Mr Terry Anderson for his offer to donate some of the cost of materials and his time involved in the repair of the village sign.

**39. Correspondence Received:**

39.1. A folder was circulated. Details were noted.

**40. Urgent Business:**

40.1. None.

**41. Next Meetings:**

41.1. Wednesday 24<sup>th</sup> September 2008 in the village hall at 7.00 p.m

Signed:

Date:

**42. Present:**

- 42.1. Councillors - D E Wheeler (Chairman); G H Calver; Mrs C K L Engelbrecht; N M B Martin; P J Gingell.
- 42.2. In attendance –The Clerk; 1 parishioner.

**43. Apologies:**

- 43.1. County and District Councillors (both at a Forest Heath District Council Planning Committee meeting); the police.

**44. Declaration of Interest:**

- 44.1. None.

**45. Reports:**

- 45.1. County Councillor.
  - 45.1.1..Cllr Lisa Chambers had not submitted a report.
- 45.2. District Councillor.
  - 45.2.1..Cllr Huggan had prepared a report but sent through copy of an earlier report.
- 45.3. Police.
  - 45.3.1..PCSO Hartup had sent a written report. One crime in the area (trailer with a portaloos on). The last SNT Partnership Panel/Tasking Meeting had agreed on two themes – Speeding and Illegal Parking and Increasing Neighbourhood Watch Schemes.

**46. Minutes:**

- 46.1. The Minutes of the meeting held on 23<sup>rd</sup> July 2008 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**47. Matters Arising not covered in the Agenda:**

- 47.1. None.

**48. Unitary Local Government in Suffolk:**

- 48.1. The Clerk had circulated comments from other organisations. Members had attended various meetings on the subject.
- 48.2. Members discussed the Boundary Committees proposal and on balance considered that the most appropriate option, if there had to be a unitary arrangement, was an east/west split – an option proposed by Forest Heath District Council and others but not commented on in depth in the proposal.
- 48.3. The Clerk to respond to the Boundary Commission before the last date for submissions being the 26<sup>th</sup> September.

**49. Planning:**

- 49.1. Applications received:
  - 49.1.1.. None



#### 49.2. Decisions:

- 49.2.1..Linden House, Elms Road - Single storey side and rear extensions. Removal of two front windows and installation of bow window. Granted subject to conditions.
- 49.2.2..Unit C Freckenham House - Erection of double detached carport (plans amended). Granted subject to conditions.
- 49.3. Forest Heath Local Development Framework. Members consider the Final Policy Option Consultation. It was agreed to support the observations of Suffolk Preservation Society's concerning the omission of Vision for many villages and the countryside.
- 49.4. Suffolk Preservation Society Planning Training Workshops. The Clerk had circulated details. No member wished to attend.
- 49.5. Suffolk County Council Waste Core Strategy Issues and Options Document. Members had no further comment on the document.

#### **50. Freckenham and Worlington Local Housing Needs Survey:**

- 50.1. The Chairman reported that there is to be a meeting with Worlington council, Louise Wilby of Suffolk ACRE and representatives from Forest Heath District Council on Monday 29<sup>th</sup> September. All Members are invited.

#### **51. Suffolk Association of Local Councils:**

- 51.1. The Clerk had circulated details for a Planning Training session. No members wished to attend.
- 51.2. The Clerk had circulated a letter from the new Deputy CEO – Jayne Cole. The Clerk to send a letter of congratulations.
- 51.3. The Clerk had circulated information about the AGM on 21<sup>st</sup> October. The Chairman, Cllr Calver and the Clerk said that they would attend. It was **resolved** that the fee of £12.00 + VAT each and travelling expenses be met by the council.
- 51.4. The Chairman mentioned that he had been asked for the council to second a motion prepared by Mildenhall Parish Council concerning the distribution of cash reserves held by Forest Heath District Council in the case of the creation of a Unitary Authority. Members had no objections to this.

#### **52. Suffolk ACRE:**

- 52.1. The Clerk had circulated information about the AGM on 2<sup>nd</sup> October. The Chairman and Cllrs Calver and Mrs Engelbrecht said that they would attend. It was **resolved** that the fee of £13.00 + VAT for the two councillors (the Chairman being on the Board of Management is free) and travelling expenses be met by the council.
- 52.2. The Clerk informed members that the Chairman had been nominated as the Chairman of Suffolk ACRE for the coming year. Members congratulated him.

#### **53. BT Payphone Proposal:**

- 53.1. The Clerk had circulated information concerning the proposal to close and remove the payphone in The Street. BT had put forward options of either Sponsoring (on a payment of £520.00 per annum BT would keep the telephone active) or Adopting (the telephone machinery would be removed and the ownership of the box handed over to the council).
- 53.2. Members felt that they could not agree to the charge for Sponsoring or take on the liability of maintenance of the box (especially as there is a possibility of it being Listed by English Heritage) under the Adoption scheme.

53.3. Members noted that Forest Heath District Council had opposed BT's proposal to close the box and had requested English Heritage to List it.

**54. Parish Council Web Site:**

54.1. The Clerk reported that the website is now active and requested ideas on the information that should be included.

**55. Financial Matters:**

55.1. Approval was given to the payment of the following accounts-

55.1.1.. £866.59 to Suffolk County Council being the half year energy and maintenance charge for the street lights.

55.1.2.. £1,412.50 to R. Gillington being the Clerks half year salary.

55.1.3.. £88.00 to Hills Accounting Services for the Internal Audit.

55.1.4.. £26.00 to Suffolk ACRE for the two councillors attending the AGM.

55.2. The Clerk had circulated an amended Statement of Accounts for the Annual Return for 2008/2009 following comments from the External Auditor. The amended figures were unanimously agreed.

55.3. The comments of the Internal Auditor on the 2007/2008 accounts had been circulated with Correspondence Received. These were noted.

**56. Right of Way Improvement and Parish Plan Working Group:**

56.1. Cllr Martin handed round the draft minutes of a meeting on 20<sup>th</sup> August.

56.2. Cllr Martin mentioned that Claire Dickson who is the Western Area Rights of Way Officer for Suffolk County Council had attended the meeting and that she had shown great enthusiasm for further footpaths in the parish. She had also mentioned that finance for improvements is available.

56.3. The next meeting is to be on 29<sup>th</sup> October.

**57. Clerk's Report:**

57.1. This had been circulated.

57.1.1..The Chairman and Clerk to attend the next Parish Forum on 23<sup>rd</sup> October.

57.1.2..The Clerk said that he had application forms for bus shelters. It was agreed that the two sites previously proposed (Pound Corner [3-bay shelter] and by Dunsworth House [2-bay shelter]) should be requested.

57.1.3..The Clerk had received a consultation from Forest Heath District Council on Housing Renewal Strategy.

57.1.4..The Clerk had a letter from the Suffolk Preservation Society concerning the employment of a Community Planner. Members did not wish to support.

57.1.5..The Clerk had received an invitation from Barker Goteless (solicitors) to a seminar on the Provision of Affordable Housing in Rural Areas on 15<sup>th</sup> October. The Chairman, Cllr Martin and the Clerk said they would like to attend.

57.1.6..The Clerk had been asked by Forest Heath District Council to identify areas constantly used for fly tipping. These were identified.

57.1.7..The Clerk had received a consultation from Suffolk County Council concerning school reorganisation and handed out the information. This to be considered at the November meeting.

**58. Correspondence Received:**

58.1. A folder was circulated. Details were noted.

**59. Urgent Business:**

59.1. None.

**60. Next Meeting:**

60.1. Wednesday 26<sup>th</sup> November 2008 in the village hall at 7.00 p.m.

Signed:

Date:

Freckenham Parish Council  
Minutes of an Extra-Ordinary Meeting held on 22<sup>nd</sup> October 2008  
at Freckenham Village Hall, Fordham Road at 7.00 p.m.

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**61. Present:**

- 61.1. Councillors - D E Wheeler (Chairman); G H Calver; Mrs C K L Engelbrecht; N M B Martin; P J Gingell.
- 61.2. In attendance – The Clerk.

**62. Apologies:**

- 62.1. None.

**63. Declaration of Interest:**

- 63.1. None.

**64. Planning:**

- 64.1. Applications received:
  - 64.1.1..Adjoining The Olde Bell, The Street ~ Conversion and extension of garage to create residential unit. No objection – Members noted that there was not a ventilated lobby between the kitchen and a WC.
  - 64.1.2..The Old School House, Chippenham Road ~ Erection of 1.8m high side entrance gate. No objection.
- 64.2. Forest Heath Local Development Framework – Strategic Housing Land Availability Assessment. The Clerk had circulated information from Forest Heath District Council. Various sites in the village were identified as being suitable for housing development.

**65. Financial Matters:**

- 65.1. Approval was given to the payment of the following accounts-
  - 65.1.1.. £1,008.56 to Suffolk ACRE being the insurance premium for year from 1<sup>st</sup> October 2008.
  - 65.1.2.. £141.00 to BDO Stoy Haywood LLP being fee for External Audit for accounts to 31<sup>st</sup> March 2008.
- 65.2. The Clerk had circulated the External Auditors Certificate and Opinion and Issues Arising Report. These were noted and the Clerk undertook to write to HMRC concerning PAYE.

**66. Urgent Business:**

- 66.1. The Chairman reported on the reason why a new pavement had not been provided at Pound Corner. Suffolk County Council to be informed of the change of ownership of the Golden Boar.

**67. Next Meeting:**

- 67.1. Wednesday 26<sup>th</sup> November 2008 in the village hall at 7.00 p.m.

Signed:

Date:

Freckenham Parish Council  
Minutes of a General Meeting held on 26<sup>th</sup> November 2008  
at Freckenham Village Hall, Fordham Road at 7.00 p.m.

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**68. Present:**

- 68.1. Councillors - D E Wheeler (Chairman); Mrs C K L Engelbrecht; N M B Martin; P J Gingell.
- 68.2. In attendance – The Clerk.

**69. Apologies:**

- 69.1. Councillor G H Calver; County and District Councillors (both at a Forest Heath District Council Planning Committee meeting); the police.

**70. Declaration of Interest:**

- 70.1. None.

**71. Reports:**

- 71.1. County Councillor.
  - 71.1.1..Cllr Lisa Chambers had not submitted a report.
- 71.2. District Councillor.
  - 71.2.1..Cllr Huggan had not submitted a report.
- 71.3. Police.
  - 71.3.1..PCSO Hartup had sent a written report. No crimes in the area. The last SNT Partnership Panel/Tasking Meeting had agreed on two themes – Speeding and Illegal Parking.

**72. Minutes:**

- 72.1. The Minutes of the meetings held on 24<sup>th</sup> September and 22<sup>nd</sup> October 2008 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**73. Matters Arising not covered in the Agenda:**

- 73.1. None.

**74. Freedom of Information:**

- 74.1. The Clerk had circulated a draft proposal of information to be made available under the Freedom of Information Act 2000 prior to 1<sup>st</sup> January 2009. This was approved without amendment and it was **resolved** that the information be published on the council's web site.

**75. Planning:**

- 75.1. Applications received:
  - 75.1.1.. None
- 75.2. Decisions:
  - 75.2.1..Moosewinkle Lodge, Elms Road – Fell one Larch tree. Granted subject to conditions.
  - 75.2.2..Adjacent to the Olde Bell, The Street - Conversion and extension of garage to create residential unit. Granted subject to conditions.
- 75.3. The Clerk reported that he had received information from East Cambridgeshire District Council concerning a further consultation on their draft LDF.

## **76. Playground Report:**

- 76.1. The Clerk had circulated a report from RoSPA. It was noted that there were no items requiring immediate attention. The Chairman suggested that an application be made to the County Councillor for a contribution from the Locality Budget towards two new seats, one for the play area and the other for The Street, as the existing seats are in poor order. The seats could cost up to £450, dependant on the size and quality. It was **resolved** that this application be made and the two seats replaced.
- 76.2. The Clerk said that he would obtain quotations from other organisations that undertake playground safety checks.

## **77. Bus Shelters:**

- 77.1. The Clerk had circulated a note from Suffolk County Council that they considered a shelter at Pound Corner, next to the pit, to be unsuitable but the site on Mildenhall Road was good.
- 77.2. It was agreed that the Clerk should suggest an alternative site at Pound Corner on the other side of Elms Road.
- 77.3. Suffolk County Council had indicated that there is a waiting list for the construction of shelters.

## **78. Emergency Planning:**

- 78.1. The Chairman said that at the last Parish Forum the Emergency Planning Officer had been present and had suggested that each parish should have a plan, however simple.
- 78.2. It was **resolved** to invite the Emergency Planning Officer – David Bird – to the January meeting.

## **79. Communities in Control:**

- 79.1. The Clerk had circulated a consultation document from the Department for Communities and Local Government concerning a revised Code of Conduct for members and a new Code for employees.
- 79.2. Members **resolved** that they did not wish to submit any response to the consultation.

## **80. Suffolk County Council School Reorganisation:**

- 80.1. The Clerk had circulated information at the previous meeting.
- 80.2. It was **resolved** that members should respond individually.

## **81. Suffolk Association of Local Councils:**

- 81.1. The Clerk had circulated information on Training for the coming months. Agreed that the Clerk could attend the Clerk's Networking Day on 2<sup>nd</sup> February 2009.
- 81.2. It was noted that there is to be training on Risk Management. The Clerk said that the present Risk Schedule needs to be undated and Cllr Engelbrecht agreed to assist.

## **82. Financial Matters:**

- 82.1. Approval was given to the payment of the following accounts-
- 82.1.1.. £253.80 to SALC for Cllrs Gingell and Carver training and attendances at the AGM.
  - 82.1.2.. £77.55 to Playsafety Ltd for the Playground Safety report.
  - 82.1.3.. £72.00 to SLCC being the Clerk's annual subscription.
  - 82.1.4.. £60.80 to Cllr Calver for reimbursement of travel expenses.

- 82.1.5.. £30.40 to Cllr Gingell for reimbursement of travel expenses. [Cllr Gingell declared an interest]
- 82.2. The Clerk had circulated a draft budget for 2009-2010 and this was considered in detail. The revised draft to be circulated prior to the January meeting.
- 82.3. It was **resolved** that £500 should be set aside each year to build up a fund for the future replacement of street lights that are on electricity poles and considered to be unsafe.

**83. Right of Way Improvement and Parish Plan Working Group:**

- 83.1. The scheduled meeting on 29<sup>th</sup> October had been postponed as was not convenient for a number of members of the Group.

**84. Clerk's Report:**

- 84.1. This had been circulated.
- 84.1.1..The Chairman reported on the SALC area meeting on 25<sup>th</sup> November.

**85. Correspondence Received:**

- 85.1. A folder was circulated. Details were noted.

**86. Urgent Business:**

- 86.1. None.

**87. Next Meeting:**

- 87.1. Wednesday 21<sup>st</sup> January 2009 in the village hall at 7.00 p.m.

Signed:

Date:

**88. Present:**

- 88.1. Councillors - D E Wheeler (Chairman); Mrs C K L Engelbrecht; G H Calver; P J Gingell.
- 88.2. In attendance – County Councillor Lisa Chambers; PCSO Tim Hartup; PCSO Becky Simpson; Mr David Bird; The Clerk.

**89. Apologies:**

- 89.1. Councillor N M B Martin.

**90. Emergency Planning:**

- 90.1. The Chairman introduced Mr David Bird, the Emergency Planning officer for West Suffolk.
- 90.2. Mr Bird said that the village Emergency Plan need only be fairly simple and suggested that it should cover Central Meeting Area; indication of Risks; note of vulnerable people; if possible six contact names within the parish with contact at Forest Heath District Council in case of major problems. He said that after March there is to be a countywide campaign on Emergency Plans. He handed over a guide and a plan template.
- 90.3. The Chairman thanked Mr Bird for his talk and his offer of assistance in drawing up a plan for the parish.

**91. Declaration of Interest:**

- 91.1. None.

**92. Reports:**

- 92.1. County Councillor.
  - 92.1.1..Cllr Lisa Chambers mentioned the weekly reports on the road works round the clock tower in Newmarket; school reorganisation with Forest Heath being at the implementation stage; that the new school in Red Lodge is scheduled for 2012 with Tuddenham being closed; the work being undertaken by Suffolk County Council following the downturn in the economy especially the help being offered to the most needy.
- 92.2. District Councillor.
  - 92.2.1..Cllr Huggan had not submitted a report.
- 92.3. Police.
  - 92.3.1..PCSO Hartup reported that PCSO Becky Simpson was new in post and is now to take over the villages in the south of Forest Heath whilst he is concentrating mostly in Red Lodge. Two crimes in the area being burglary from a shed at the Old Forge House and theft of two bay trees from Highfields on Chippenham Road. The Clerk mentioned that he was aware of the theft of two sets of gates adjacent to the West Row road and a pig. The last SNT Partnership Panel/Tasking Meeting had agreed on two themes – Speeding (including in Freckenham) and Illegal Parking. Lastly he mentioned that the SNT is now based at Mildenhall police station.



**93. Minutes:**

93.1. The Minutes of the meeting held on 26<sup>th</sup> November 2008 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**94. Matters Arising not covered in the Agenda:**

94.1. None.

**95. Emergency Planning Action:**

95.1. The Clerk undertook to go through the paperwork left by Mr Bird and put forward a proposal for the next meeting.

**96. Planning:**

96.1. Applications received:

96.1.1.. None

96.2. Decisions:

96.2.1..The Old School House, Chippenham Road – The erection of a 1.8m high side entrance gate. Approved subject to conditions.

96.3. The Clerk had circulated information on a consultation by Suffolk County Council on their Waste Core Strategy and Option – Strategic Sites. Members had no comment on the document.

**97. Playground:**

97.1. The Chairman said that an application had made to the County Councillor for a contribution of £1,000 from the Locality Budget towards two new seats, one for the play area and the other for The Street, and that Cllr Chambers had indicated that the request had been approved and was being processed.

97.2. Cllr Engelbrecht asked that if one of the old seats could be adequately repaired whether it could be installed in East View. This was agreed in principle.

**98. Communities in Control:**

98.1. The Clerk had circulated a consultation document from the Department for Communities and Local Government concerning Codes of Recommended Practice on Local Authority Publicity. It was **resolved** that Members should respond individually.

**99. Suffolk Association of Local Councils:**

99.1. The Clerk reported on Training for the coming months. Other than the Clerk attending the Clerk's Networking Day on 2<sup>nd</sup> February 2009 no others were considered necessary or relevant.

99.2. The Chairman reported that SALC are acquiring projectors in bulk and that one would be available for purchase at about £230.00. Agreed in principle to purchase subject to approval when the final cost is known.

99.3. The Clerk mentioned that to make full use of the change of planning consultation to being fully electronic, following the acquisition of a projector, broadband would be required in the village hall. The Chairman said that he had mentioned this at a recent village hall committee meeting and they had no objection on the understanding that the parish council would organise and meet all the costs. The Clerk to investigate.

**100. Financial Matters:**

- 100.1. Approval was given to the payment of the following accounts-
  - 100.1.1.. £352.00 to The Great Outdoors for mowing the grass in the play area during 2008.
  - 100.1.2.. £68.24 to Mr David Neal for diesel for the tractor during 2008.
- 100.2. The Clerk had circulated a revised draft budget for 2009-2010 and subject to reducing the estimated interest this was approved.
- 100.3. It was **resolved** that the Precept for 2009/2010 should be £7,500, the same as the previous year. The request to Forest Heath District Council was signed by the chairman and countersigned by two members and the Clerk.

**101. Right of Way Improvement and Parish Plan Working Group:**

- 101.1. No meeting had been held following the postponement of the scheduled meeting on 29<sup>th</sup> October.

**102. Clerk's Report:**

- 102.1. This had been circulated.
  - 102.1.1.. The Clerk reported on his consultations with the two Housing Associations that had been interviewed. Agreed that sites should be visited end of February or beginning of March. As the Chairman would be away the council would be represented by Cllrs Engelbrecht and Gingell and the Clerk.
  - 102.1.2.. The Clerk reported on his discussions with Suffolk County Council over the two possible bus shelters. Suffolk County Council had indicated that they were looking for a financial contribution but had not given an estimate of the overall cost.
  - 102.1.3.. The Clerk had circulated information on Rural Services Network. It was **resolved** that the council should join.
  - 102.1.4.. Next meeting of the Parish and Town Forum is 5<sup>th</sup> February. The Clerk mentioned that he is not able to attend.

**103. Correspondence Received:**

- 103.1. A folder was circulated. Details were noted.

**104. Urgent Business:**

- 104.1. None.

**105. Next Meeting:**

- 105.1. Due to Members other commitments the next meeting was changed to Wednesday 11<sup>th</sup> March 2009 in the village hall at 7.00 p.m.

Signed:

Date:

Freckenham Parish Council  
Minutes of a General Meeting held on 11<sup>th</sup> March 2009  
at Freckenham Village Hall, Fordham Road at 7.00 p.m.

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**106. Present:**

- 106.1. Councillors - D E Wheeler (Chairman); Mrs C K L Engelbrecht; G H Calver; P J Gingell.
- 106.2. In attendance – The Clerk.

**107. Apologies:**

- 107.1. Councillor N M B Martin; District Councillor Huggins; PCSO Dawn Rowan.

**108. Declaration of Interest:**

- 108.1. None.

**109. Reports:**

- 109.1. County Councillor.
  - 109.1.1.. Cllr Lisa Chambers had not submitted a report – the Clerk mentioned that there was a Forest Heath District Council meeting this evening.
- 109.2. District Councillor.
  - 109.2.1.. Cllr Huggan had submitted a report, copies of which were circulated by the Clerk. Points noted.
- 109.3. Police.
  - 109.3.1.. PCSO Rowan had submitted a report but this was not picked up by the Clerk until after the meeting. The Chairman said that he had recently attended a Safer Neighbourhoods meeting. Speeding in Freckenham had resulted in three cautions; that a drug like substance, known as Triple C, was being made up from three legally purchased items and that farmers have a legal requirement to clean mud off roads but as it is not an offence there can be no prosecutions.

**110. Minutes:**

- 110.1. The Minutes of the meeting held on 21<sup>st</sup> January 2009 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

**111. Matters Arising not covered in the Agenda:**

- 111.1. None.

**112. Planning:**

- 112.1. Applications received:
  - 112.1.1.. Land between 7 and 11 Mildenhall Road ~ Crown reduce by 35% one Walnut Tree. No objection
- 112.2. Decisions:
  - 112.2.1.. None.

**113. Playground and other Assets:**

- 113.1. The Chairman said that a grant of £1,000 has been received from the County Councillor from the Locality Budget as a contribution towards two

new seats, one for the play area and the other for The Street. It was **resolved** that the Clerk should obtain quotations for two hardwood 3-seat seats.

- 113.2. The Chairman mentioned that he had received various complaints about the notice board in the bus shelter, as it is very difficult to pin anything to it. It was **resolved** that the Clerk should obtain quotations for its replacement and that if the lowest is under £385.00 then the notice board should be ordered.

**114. Village of the Year Competition:**

- 114.1. The Clerk had circulated details. It was **resolved** that the council should enter. Cllrs Engelbrecht and Gingell to assist the Clerk in preparing the details.

**115. No Excuses Campaign and Spring Clean Suffolk:**

- 115.1. The Clerk had circulated details. It was agreed that the council need not get involved other than to erect the posters provided.

**116. Financial Matters:**

- 116.1. Approval was given to the payment of the following accounts-
- 116.1.1.. £810.82 to Suffolk County Council for street lights October 2008 to March 2009.
  - 116.1.2.. £1,862.67 to the Clerk being half years salary and expenses for 2008-2009.
  - 116.1.3.. £17.25 to SALC for the Clerks Networking Day.
  - 116.1.4.. £26.67 to DMH Solutions Ltd for an update to the Risk Assessment software.
- 116.2. The Chairman mentioned that he had arranged a meeting with the Clerk to go through the accounts on 16<sup>th</sup> March.

**117. Right of Way Improvement and Parish Plan Working Group:**

- 117.1. No meeting had been held following the postponement of the scheduled meeting on 29<sup>th</sup> October 2008.

**118. Reports from External Meetings:**

- 118.1. Parish and Town Forum 5<sup>th</sup> February. Minutes had been circulated.
- 118.2. Forest Heath Community Health Improvement Forum 17<sup>th</sup> February – no report from Cllr Martin.
- 118.3. SALC Area Meeting 3<sup>rd</sup> March – Cllrs Gingell and Engelbrecht attended and mentioned problems over renewing/repairing street lighting; a Grand Fete in Beck Row and that the speaker at the next meeting (2<sup>nd</sup> June) will talk on Planning.
- 118.4. Networking Day for Clerks 3<sup>rd</sup> March – The Clerk mentioned the recently introduced Power of Well Being (which the Council does not at present qualify for), and that a number of Clerks mentioned that their councils will be carefully considering worthy causes for their Section 137 budgets in light of the credit crunch and financial downturn.

**119. Clerk's Report:**

- 119.1. This had been circulated.
- 119.1.1.. It was **resolved** that a projector should be purchased from SALC at a cost of £230.00.
  - 119.1.2.. The Clerk mentioned that he had a meeting with Cllr Engelbrecht on 18<sup>th</sup> March to update the Council's Risk Assessment.

**120. Correspondence Received:**

120.1. A folder was circulated. Details were noted.

**121. Urgent Business:**

121.1. The Chairman mentioned the Suffolk ACRE Community Support Forum that is being held at various locations during March.

**122. Next Meeting:**

122.1. Wednesday 20<sup>th</sup> May 2009 in the village hall at 7.00 p.m. being the AGM for 2009/2010.

122.2. The Annual Parish Meeting was fixed for Wednesday 6<sup>th</sup> May in the village hall at 7.00 p.m.

Signed:

Date: