

Fressingfield Parish Council Meeting
 Tuesday 21st January 2025 beginning at 7pm Sancroft Hall
 Minutes

Present: Parish councillors Hilary Day (HD), Tom Lindsay (TL), Rachael Troughton (RT), Nick Stolls (NS), Cindy Engel (CE), Di Warne (DW), Sharon Wilson (SW), Stuart Balmer (SB)

Also, in attendance 4 members of the public. County Councillor Henry Lloyd (HL) for part of the meeting. Calvin Edwards, clerk; and Andy Parris, responsible financial officer (RFO) for Finance item 11.

Apologies from Lavinia Hadingham (LH)

1	Welcome from the chair and memories of Garry Deeks 5m	DW welcomed councillors and members of the public. She asked the Cllrs for memories of the late Garry Deeks as a long-standing, hardworking Parish Councillor over many decades. Descriptions included resilient, balanced, very hands-on, willing to get involved and always willing to do things to help people in the community. It was agreed that he will be greatly missed.
2	To receive reasons for absence and give approval for absences 3m	Reasons for absence were accepted from LH
3	To receive members' declarations of interest and requests for dispensation (2m)	None declared
4	To record details of any lobbying relating to agenda items 2m	None recorded
5	Public forum – councillors will hear questions or comments from the public on agenda items (15m)	2 residents spoke on the issues that they have been having in relation to planning application DC/24/04485 detailed below. This included that there are currently legal proceedings underway in relation to several changes that have been made by the applicant. The Parish Council noted this.
6	Planning Applications DC/24/05545 - Application for Listed	The Parish Council recommended approval

	<p>Building Consent - Front frame repairs, render and plaster replacement and plinth renewal Richmond House Golden Square Fressingfield Eye Suffolk DC/25/00017 - Notification of Works to Trees in a Conservation Area - T1 Street Farm Cratfield Road Fressingfield Eye Suffolk IP21 5QD</p> <p>DC/25/00016 Application for works to a tree in a Conservation Area -T1 3 Angel Row Cratfield Road Fressingfield Eye Suffolk IP21 5QD</p> <p>DC/24/04485 - Creation of access over the existing ditch and parking space to the west of the site. Revised fencing arrangement, new gates and new planting. De Felbrigge, Laxfield Road, Fressingfield, Eye Suffolk IP21 5TD</p>	<p>The Parish Council recommended approval</p> <p>The Parish Council recommended approval</p> <p>After hearing from 2 residents in the meeting and a councillor who had looked in detail at the application, the Parish Council strongly objected to this application and would make detailed consultee comments to this application.</p>
7	Sports & Social club issues for the future (15m)	<p>2 members of the SPSC committee addressed the meeting on the current situation in the relationship between the FPMC & the SPSC. They stated that their understanding of the purpose of the FPMC is to be responsible for the funding of the outside areas of the buildings on the site. It is thought that the document of the constitution of the FPMC states this, but the document cannot currently be found by the FPMC Chairman.</p> <p>The practice that has been in place over decades has been that the SPSC look after the inside of the building and the running of the club but the outside maintenance has always been funded by the FPMC</p>

		<p>applying for grants. This has in the past been done by Roger Cufley.</p> <p>It is felt that the FPMC have not been applying for funds in the last year and that is their main reason for existing.</p> <p>The SPSC committee stated that they were willing to work together to make the situation better, but the current relationship has broken down.</p> <p>The Parish council stated that as the relationship has broken down they would be willing to look at possible suggestions for the way forward. What are the roles and responsibilities of all parties involved? Can a mediator be sought to bring both parties together to find a workable and agreeable solution? It was re-iterated that the facilities are well used and it is a good public amenity that offers much to many within the community. The Parish Council agreed to look for a suitable mediator.</p>
8	District Councillor report and questions (2m)	The district councillor (LH) had provided a report but was not present for questions at the meeting.
9	County Councillor updates (5m)	<p>HL took questions on his report. Devolution being the main subject. The details are still uncertain but currently looks likely to go ahead. HL was broadly in favour based on recent experience in other areas and the efficiencies that the changes could bring.</p> <p>Working with Norfolk as they are such near neighbours may well bring benefits. Nothing more is known at this stage about local elections but more information is expected in the coming months.</p> <p>No response to the County Broadband issues as yet.</p> <p>HL will chase on issue previously raised on local transport.</p>
10	<p>To resolve the minutes of previous meetings are correct</p> <p>Full council minutes 17th December 2024 (2m)</p>	SB raised that he had been missed off the attendance list. He was added to minutes and they were signed by the Chair as a correct record of the meeting
11	<p><i>Finance (2024-25)</i></p> <ul style="list-style-type: none"> • 2 Cllrs to confirm that the payment and income vouchers have been scrutinised 	2 Cllrs had scrutinised payments and income vouchers

	<ul style="list-style-type: none"> • <i>To recommend the council approves payments and acknowledges the receipts listed on the payment and receipt statement</i> • <i>2 Cllrs to confirm that balances on the bank statements match those on the reconciliation statement</i> • <i>To accept the bank reconciliation statement for December</i> • <i>To receive a report from the RFO</i> • <i>CIL funding (HD)</i> 	<p>The council approved payments and receipts statement.</p> <p>2 Cllrs confirmed balances on the bank statement match those on the reconciliation statement.</p> <p>Council accepted the bank reconciliation for December 2024</p> <p>A second council credit card would be obtained one for the RFO and one for the clerk – this was approved.</p> <p>Working from home allowance for RFO & Clerk was discussed – HMRC links to be forwarded to Councillors for this matter to be taken to the finance committee.</p> <p>A new member of the finance committee was needed. SW was proposed by DW and seconded by SB. The vote was unanimous in favour.</p> <p>Next finance meeting date was set to Thursday 27th February at 10am</p> <p>HD suggested that an action plan was required to decide on the use of CIL funding.</p> <p>CIL information is on the website – but the wording needs to be improved. It was agreed that an online survey would be setup. Social media would be used to direct people to the CIL details on the website. Paper surveys would also be made available locally to those not online. Work towards a decision on the use of CIL funding at the Annual Parish Meeting.</p>
12	<p>Issues updated, not covered elsewhere in agenda: Development Day (RT),</p> <p>policies to update,</p>	<p>RT attended a Development Day which gave some insights into how Parish Councils and NDP's are viewed. It re-enforced the effect an NDP can have on planning issues and development in general.</p> <p>Parish Council policy documents need to be updated – CE'd to discuss the documents required with RFO to provide details to the councillors.</p>

	<p>Wakelyns(DW),</p> <p>PFMC representative (DW)</p> <p>Communication and website (CE/HD/CEd)</p> <p>Emergency Plan (CE)</p>	<p>Wakelyns is a local organisation involved in Agricultural Research & Agroforestry which has been in Fressingfield since the 70's. The family are setting up as the 'Wakelyns Community Charity Benefit Society'. They are seeking founding members. 2 Cllrs have been involved in meetings. This was brought to the Council as a suggestion that the Parish Council could become a founding member. It was decided that the clerk will check with SALC that this does not pose any problems of conflict of interests for the council before any decision is made.</p> <p>SB expressed an interest in becoming the new representative on the PFMC – he will seek more information from the Chairman before agreeing to this.</p> <p>CE/HD/CEd will be meeting January 22nd to discuss improvements in communication and to the current website.</p> <p>CE stated there has been nothing new on the Emergency Plan after the last report she gave.</p>
13	Feedback from NDP Steering group- inc phrasing of additional questions from PC (DW) (15m)	DW reported that the household survey work is underway and feedback on this will be provided at the next NDP meeting.
14	To Receive report from Chair (5m)	There were no questions on the Chair's report provided
15	To receive a report from the clerk- inc water pump, action log, (CEd)	There were no questions on the Clerk's report provided
16	Urgent items to be brought to this meeting	None
17	Future items: to be tabled	Preparation was required for the Annual Meeting of the parish at the next meeting in February
18	To confirm dates of next meetings. (2m)	the next Full Council Meeting will be Tuesday 18 th February 2025 7.00pm
19	Meeting closed to the public due to the confidential nature of the business specified below	Confidential Items – minuted separately

	<ul style="list-style-type: none">• To discuss response to resident• Community Fund	
The meeting closed at 9:52pm		

DRAFT