

Minutes of the Fressingfield Parish Council meeting held as a 'Zoomed' meeting on Tuesday 23 June 2020 at 7.30pm

Present: Councillors - Alex Brockhurst; Garry Deeks; Philip Eastgate; Tom Lindsay; Nick Stolls; Rachael Troughton; Nigel Trucker; Neil Venton; Andrew Vessey; Di Warne.

Also in Attendance: 3 members of the public; Councillor McGregor, Suffolk County Council (SCC); Andy Parris, clerk to the council and responsible finance officer (RFO).

- 1 Election of the chair of the council. Di Warne, nominated by AB and seconded by RT, was elected as chair of the council for the governmental year 2020-2021.
- 2 The chair welcomed everyone to the meeting. DW thanked GD for his hard work, commitment, diligence, and exceptional passion for the village as chair of the last four years. This had been a particularly difficult time for the council. She recognises the way in which the council has been moulded into an effective team. Councillors offered support for this assessment. DW affirmed that she intends to continue with this inclusive way of working.
- 3 Apologies for absence: Apologies had been received from Cllr Hadingham.
- 4 Members' declarations of interest: AV declared an interest in agenda item 10.2 – consideration of the planning application for 12 houses off School Lane.
- 5 Election of the vice-chair. NS nominated by AV and seconded by DW was elected as vice-chair.
- 6 Minutes of the previous meeting:
 - 1 The council resolved that the minutes of the previous meeting (17/03/2020) are correct.
 - 2 Actions and progress since the last meeting
 - i. Communication with Mid Suffolk District Council (MSDC). Complaints have been raised with MSDC by parishioners about working hours on the School Lane building site. These claimed the conditions of the permission to build granted by the district council, were being breached. (complaint type 1). Complaints have also been made about the district council's failure to acknowledge those initial complaints. (complaint type 2) The clerk clarified that procedures to handle the two types of complaint are different. The council officer responsible for conditions complaints (complaint type 1) has eventually replied. He confirmed the site contractor had been contacted and that the site manager had assured him no breach of the conditions had taken place. The council officer has informed the clerk that unannounced visits to the site will be made to see if the conditions for the site are being met. No response has been received regarding the type 2 complaints.
The clerk will make a formal complaint. (NB There is a formal complaints procedure which the clerk will initiate. Cllr Hadingham will be informed.)
 - ii. Letter from Anglian Water chief executive indicates a willingness to work with all concerned parties to find solutions to flooding problems in certain parts of the village. This positive letter and a report from Suffolk Highways after an extensive investigation along New Street will be passed on to the drainage and sewerage group. (Thanks to Peter Bennet for getting a copy of the Suffolk Highways report.)
Report to be discussed at next drainage and sewerage group meeting

7 Finance:

- 1 The council discussed the annual governance and accountability return (AGAR) for 2019-2020. There was a discussion about the council's assets, including the playing field.

The clerk will discuss the assets current valuation of the insurance.

- 2 The council agreed that the AGAR is an accurate description of its accounts and governance for 2019-2020.
- 3 Payments due were checked by 2 councillors against invoices. (Online authorisation of these payments was completed after the meeting.)
The council scrutinised and confirmed the list of standing orders for the financial year 2020-2021.
- 4 June's reconciliation statement was presented to councillors prior to the meeting. There were no questions specifically relating to this statement.
- 5 NS, TL, and NV were selected be the finance committee for the coming year.

RFO to organise next finance committee meeting.

8 Reports from:

- 1 District councillor. Cllr Hadingham was unable to attend. Her written report is on the parish council website.
- 2 County councillor. Cllr McGregor:
 - i SCC support for care homes had been good e.g. giving help where needed with personal protective equipment (quantity and quality)
 - ii SCC review of children's centres should improve the quality and range of services based in the centre in Eye which are available in the parish
 - iii GMCg lobbying to ensure that, when SCC is a consultee in planning applications for businesses, HGV routes around the locality are considered, not just how the vehicles access sites.

9 Planning

- 1 DC/20/02053 Reserved matters on outline planning permission for 28 houses off Priory Rd. The council unanimously opposed this application. It is a proposal for an urban-style development dropped into a village. By not recognising its setting the development would place children and other pedestrians in danger, create chaos associated with the wheelie bins and ignore the need to contribute to rather than detract from village life.
- 2 DC/20/01820 Full planning permission for 12 homes off School Lane. The council supports this application. However, the proposal does not have any affordable housing. The parish council urges the district council to reject this part of the plan and get the developer to change it.

It was agreed that when writing the council's response to any planning application, the clerk would make direct reference to the parish neighbourhood development plan, where this is relevant. This plan has been adopted by MSDC (27/02/20) and district councillors should bear it in mind when deciding on all future planning applications.

D.L. Warner
D.L. Warner (Mar 11, 2021 10:44 GMT)

Reports:

- 1 The previous chair: One positive of the hoo-ha created by planning applications during the four years of my tenure has been the greater public participation in council decisions. It would be good if this could be extended by parishioners filling vacancies that exist on the council. Sadly, the well-established clerk, Carol Smy, died just a couple of months after the newly elected councillor, Tracy Tyas. These tragic losses to both the council and the parish are significant and our condolences are once again sent to their families. GD highlighted the neighbourhood development plan as an important reference point for the district council as it comes under greater pressure from central government when it is considering planning applications. Although links with both the district and county councils have been disappointing, we must use our councillors to improve them. Meeting with officer from Suffolk Highways has provided the parish council with a tool to make requests to that department more targeted. He confirmed that his time as chair had been both enjoyable and challenging and that he is keen to spend more of his time on family matters whilst remaining as a councillor.
- 2 Covid-19 support scheme: Details of use of the scheme are attached. This continues to be relatively low but steady. There are no plans to stop the scheme. Reporting to chair and vice-chair will be fortnightly. He confirmed the arrangement for presenting certificates of thanks to 3 local businesses and the medical centre. Some councillors felt the school should have been included in this group. This omission was discussed. The full extent of the support it has been providing to local children and their families was explained to councillors.

It was agreed to put the details of this onto the parish websites.

The clerk: Further interest has been expressed in council allotments. No response yet from SCC on applications to site speed indicator devices. Information on data protection including policies has been updated on the council website. Implications of the changes will be discussed at next meeting. Advice has been received on the safety of trees on council land. **Clerk to get another quote for tree safety survey.**

NV is to manage the council's website.

Co-options onto the council was briefly discussed. Applications to be co-opted will be on the next agenda.

10 A confidential item was discussed. Separately minuted

11 Matters brought by the chair or councillors:

For inclusion on a future agenda: The clerk was previously notified that a youth council, the village emergency plan and the Covid-19 response should all be items for the next agenda.

The meeting closed at 10.05pm.

Dates of next meetings

- | | |
|---------------------|-------------------------------|
| 1 finance committee | date and time to be confirmed |
| 2 full council | Tuesday 21 July at 7.30pm |

Signed:

D.L. Warne

D.L. Warne (Mar 11, 2021 10:44 GMT)

Mar 11, 2021

chair

date

Date of council meeting 23 June 2020

Current account and savings account statements Nos 62 and 58 issued on 03/06/20

Current Account

£35,581.39

Previously agreed debits not on statement

RBL Poppy appeal	300252	50
NE Suffolk CAB	300253	100
Borderhoppa	300254	100
East Anglian Air Ambulance	300255	500
FPMC	300257	750
SALC membership subs	BACS	409.71
Repair and stain notice	BACS	348.45
Litter and dog bin	BACS	383.16
Maintenance of grass	BACS	16
Hosting village website	BACS	100

£2,757.32

£32,824.07New payments to be authorised on 23/06/20

SO Staff	Salary	166.4
SO Staff	Salary	378.8
BACS Clerk	expenses	182.79

£727.99

Receipts

none

£0.00

Total

£32,096.08**Deposit Account**

No transactions

£26,689.21Total available from both accounts**£58,785.29**Ringfenced reserves

Neighbourhood Watch	280
Playground	1,600
SIDs	7,000

£8,880

Contingencies

Emergency	15000
Assets (capital)	7000
In-year	2000

£24,000

Balance of available funds:

£25,905.29

balance available at last reconciliation

£26,633.28






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Final Audit Report

2021-03-11

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