

Minutes of the Fressingfield Parish Council meeting held in Sancroft Hall,
Fressingfield on Wednesday 19 January 2022 at 7.30pm

Present: Councillors Garry Deeks, Philip Eastgate, Tom Lindsay, Nigel Lucker, Sue Moore, Trevor Orchard, Nick Stolls, Rachael Troughton, Neil Venton and Di Warne

Also in attendance: Andy Parris, clerk to the council and responsible finance officer (RFO).

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- 1 Cllr Warne chaired the meeting and welcomed everyone
 - 2 Apologies for absence Received from Cllr Brockhurst (health). These were accepted.
 - 3 Members' declarations of interest There were none
 - 4 Notification by councillors of any lobbying related to an agenda item There had been none
 - 5 Minutes of the previous meetings
 - 1 It was resolved that the minutes of the previous meetings are correct.
 - a full council meeting on 19/12/21
 - b planning committee on 04/01/21
 - 2 Actions and progress since the last meeting not covered in reports
 - a Queen's platinum jubilee celebrations – Recent meetings arranged by parish councillors have produced a draft plan for a fête with a 1950s theme at the playing field on Saturday 4 June. Groups which will be involved are the art group, the craft group, the WI, MU, the bowls and croquet clubs, FLHAG, the school and the Baptist chapel. Others are expected to join in the fun that will include a dog show, refreshments including a hog roast and a disco at night. The Sports and Social Club will be open. More details will be advertised around the village and online soon. The parish council has money set aside for grants which could support activities that are part of the fête. Also the Sports and Social Club has reserves of £1600 specifically for village fêtes. These may also be called on to help make this a memorable celebration.
TL to write an article/poster for website/Six Sense
 - b Councillor surgery meetings at coffee mornings in Sancroft Hall. It was agreed that some councillors will be at a coffee morning on Tuesdays. (10.30 – 11.30) This would be monthly. It will begin on Tuesday 15 February.
Cllr NS to organise. TL to draw up a poster to advertise this
 - c A row of flowering cherry trees to commemorate the parishioners' mutual support during the Covid pandemic. It was agreed to approach the landowner of the verge on Harleston Hill about planting these trees at this entrance to the village.
Cllr GD to enquire about this
 - d Parish emergency plan. It is expected that the final draft of this plan will be available at the next full council meeting.
NL to circulate this draft before the next meeting.
 - e Fressingfield Covid support scheme. This scheme is moving quickly to a good neighbours scheme (GNS) – the need for Covid support has dropped dramatically. This GNS will partner with Stradbroke's scheme which will act as a coordinator of Fressingfield requests. The Citizens Advice Bureau is offering free training to members of the GNS. Five volunteer drivers have already been 'signed -up' to the scheme. The scheme needs just two more.

- 6 The public forum No members of the public were present.
- 7 Reports from
- 1 District councillor. Cllr Hadingham sent her apologies as she was unable to attend the meeting.
 - 2 County councillor. Cllr Gould sent his apologies as he was unable to attend the meeting.
[Both these reports are on the parish council website. Both councillors have been asked for advice on how to deal with any repairs to the roadway leading to the sports and social club.]
- 8 Finance
- 1 Cllr GD confirmed that the vouchers and invoices (where appropriate) were accurately recorded on the payments and receipts summary sheet. This had been previously circulated to all councillors.
 - 2 The council agreed to make these payments. Online authorisation of these payments was completed after the meeting by Cllrs TL and NS
 - 3 The December reconciliation statement was presented to councillors prior to the meeting. Cllr TO confirmed that the balances shown on the reconciliation statement match those on the bank statements for 31/12/2021. The council accepted the statement as an accurate record of its finances.
 - 4 RFO report. There was a discussion about the report on the roadway and ditch running from Laxfield Road to the playing field car park. This was written by Ingent Consulting Engineers. The discussions included the impact of heavy vehicles on this roadway, ownership of the ditch and how major works on the roadway could be paid for. The RFO recommended that a working group be set up to manage any repairs that may be needed to the roadway leading to the playing field. The RFO has asked the district and county councillors to advise on who the parish council should be getting advice from if it embarks on the roadway repair project. The council agreed to set up a group to investigate this project further.
 - 5 The council agreed a precept for 2022-23 of £33,000. This increase will part-pay for projects on the village improvement plan and be a reserve should the roadway need major repairs.
 - 6 The council agreed a budget plan for 2022-23 which includes a precept of £33,000.
[The agreed budget for 2022 - 2023 will be put on the parish council website.]
- 9 Reports
- 1 Speed awareness. Cllr TO reported back on a virtual meeting with parish councillors and representatives of SCC and the community police officer, Simon Green. The purpose was to identify poor or missing road signs and agree a way to improve them. Cllrs TO and AB were thanked for their work in arranging the meeting and clearly presenting the full range of road sign problems to the SCC representatives. Surprisingly, the parish council not the county council will need to find the funds for road sign improvements.
TO will present recommendations including costing to the parish council at the February meeting.

2 The Chair. It was agreed to form a working group of the Chair, vice-Chair, one other councillor and the clerk to use the plan already agreed and decide on actions to be taken on the death of a national figure. Councillors were given a proposal for re-arranging meetings for the year April 22 – March 23. This will be decided on at the February meeting. The council agreed that each quarter, the Chair would write an article to put in Six Sense. *[The Chair's full report is on the council's website.]*

DW to write article for Six Sense – circulate draft to all councillors

3 The clerk reported further information concerning the roadway and ditch linking the playing field with Laxfield Road. He informed the council that he had encouraged discussions between residents and the scouts. This was after concerns were raised over the construction of a firing range on the new scout hut site. *[The clerk's full report is on the council's website.]*

10 Matters brought by the chair or councillors There were none.

11 Confidential item under the Public Bodies (Admission to Meetings) Act 1960

- 1 To decide if the public be excluded for the second part of this item
It was agreed to close the meeting to the public and press for the second item.
- 2 Discussion about parishioner complaints and concerns
This confidential item is minuted separately.

The meeting closed at 10.05pm.

Signed:

Chair

Date

Dates of future meetings

1 finance committee	Thursday 10 February	at 7.30pm
2 full council	Tuesday 15 February	at 7.30pm

Action points from the meeting

<u>Agenda Item</u>	<u>Action</u>	<u>To be undertaken by</u>
5.2 a	Write an article/poster for website/Six Sense	TL
5.2 b	Organise and publicise regular council surgery at coffee morning in Sancroft Hall.	NS, TL
5.2 c	Discuss planting of trees on Harleston Hill with landowner	GD
5.2 d	Circulate final(?) draft of emergency plan before next meeting	NL
9.1	Prepare recommendations including costings for road signs	TO
9.2	Write article for Six Sense - circulate draft to all councillors	DW

Ongoing action points

<u>Original meeting</u>	<u>Action</u>	<u>To be undertaken by</u>
17/08	Draw up a litter picking spring campaign	NV
19/10	Merge the websites	clerk
16/11	Costed draft plan for cemetery	RT, NL, GD
16/11	Costed draft plan for playground/activity trail	??, SM, NL