



Minutes of the Fressingfield Parish Council meeting held in Sancroft Hall, Fressingfield on Tuesday 28 September at 7.30pm

Present: Councillors Alex Brockhurst, Tom Lindsay, Nigel Lucker, Sue Moore, Trevor Orchard, Nick Stolls, Rachael Troughton, Di Warne. Cllr Garry Deeks arrived at 8.15pm.

Also in attendance: Two members of the public; Councillor Lavinia Hadingham, Mid Suffolk District Council (MSDC); Andy Parris, clerk to the council and responsible finance officer (RFO). Councillor Peter Gould, Suffolk County Council (SCC) arrived at 8.50pm

- 1 The Chair welcomed everyone to the meeting.
- 2 Apologies for absence: Received from N Venton (health) and were accepted. [Andrew Vessey, the newly appointed village recorder, was unable to attend but will be at the October meeting.]
- 3 Members' declarations of interest. There were none.
- 4 Minutes of the previous meetings
 - 1 It was resolved that the minutes of previous meeting
 - I full council meeting on 17 August 2021 are correct
 - II planning committee meeting 7 September 2021 are correct
 - 2 Actions and progress since the last meeting not covered in reports
 - I In a written report, Cllr NV described his individual litter and dog mess collecting around the playing field. He intends to arrange a litter picking campaign in the spring. He also asked for volunteers to join him on a planning group for a fête next summer, to celebrate the queen's platinum anniversary.
Cllrs SM and TL will join this planning group.
 - II The emergency plan. Cllr NL outlined how the plan will be focused locally on responses to three possible major problems (flooding, adverse weather, and loss of power). It still needs answers to several questions to flesh out the details but is based on the principles of Covid emergency support scheme.
NL to circulate the plan to all councillors.
 - III CPR training. Cllr NS outlined how courses could be arranged, in the new year, for any interested parishioners. Costs would be shared between the parish council and the medical centre.
Clerk and NS to publicise to gauge interest.
- 5 The public forum. One member of the public supported the idea of CPR training and felt a large number of parishioners would be keen to take part.

A second matter was raised by a SAFE member. This was to do with claims about school numbers and the medical centre that were on a recent SAFE flyer. The basis for the claims about the school were comments made in May 2017. SAFE has received recent information on school numbers, thanks to a school governor. The parish council believes that SAFE is publicising incorrect information. SAFE does not accept this.
- 6 Report from Cllr Hadingham. (Previously circulated) Cllr LH said there was a great deal of uncertainty surrounding the possible housing development in Weybread. It is not clear if or when this project will begin. She explained why she felt it would have been beneficial for the parish council to conduct a formal site visit to Wakelyns. She agreed to include information about developments in nearby areas in her future reports.



7 Finance

- 1 The RFO informed councillors that the insurance premium had been added to the payment and receipt summary, previously circulated. Cllr GD confirmed that the vouchers and invoices (where appropriate) were accurately recorded on the payment and receipt summary sheet. The council agreed to make these payments.

Cllrs TL and NS to complete online authorisation of these payments.

- 2 The August reconciliation statement was presented to councillors prior to the meeting. Cllrs AB and DW confirmed that the balances shown on the reconciliation statement match those on the bank statements for 31/07/21. The council approved the reconciliation statement.

- 3 RFO report (previously circulated). The council has already decided to keep most of its money in its investment account. The RFO explained how money could be transferred from the investment account to the current account each month equal to the expenditure for that month. This would ensure there is always enough in the current account to meet any expenditure and keep the sum in the interest account as high as possible. The council agreed to this procedure being carried out each month. It will be recorded on the monthly payment and receipt summary which is presented to the full council each month.

Councillors were informed of damage to the roadway leading to the Sports and Social Club. After a discussion, it was agreed to approach an independent civil engineering firm to assess the roadway and the ditch on its eastern edge. The council would receive a report on any recommended remedial work.

Clerk to arrange for assessment of the road.

- 8 Cllr GD confirmed that the cooperation and active support from MSDC will be needed to develop the plans for planting trees on Laxfield Road.

9 Reports

- 1 The Chair: Cllr DW reported on the benefits of contacts made at the Community Produce Markets. It was agreed to join a coffee morning once a month in the winter.

- 2 The clerk: (Report previously circulated) The clerk reviewed emails exchanged with members of SAFE. These were to do with errors on a flyer and on its website regarding the capability of the medical centre and pupil numbers at the school. There are investigations of surface water drainage by Anglian Water which may lead to further work to ameliorate flooding problems on Low Road.

After a few hiccups, the new scout hut is in place. There is work to be done before it is open for business. It's expected that there will be an open day sometime in November.

Likewise, the new Baptist chapel is open and is planning for an open afternoon in October.

Suffolk County Council have an excellent web page for reporting problems on the roads <https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/report-a-highways-issue>

Sometimes SCC may act within weeks (e.g. the clanking drain cover on Stradbroke Road) other times results are likely to be slow in coming (e.g. a rusty lamppost on Jubilee Corner). It is open to anyone to use – see a problem, report it

Clerk to publicise this site

The planning application for Wakelyns has been re-written and will be considered by the parish council at the next planning meeting.

- 3 Cllr TO hold a meeting with the police community engagement officer about speeding in the village. Acting on advice from Suffolk Police, Cllr TO is setting up a 'walking meeting' to consider problems on Harleston Hill and Cratfield Road. People involved will be Cllr TO, SCC Cllr PG, police community engagement officer and David Chenery, a Suffolk County Council safety and speed management engineer.
Cllr TO to organise this meeting
- 10 Report from Cllr Gould. Cllr PG was able to tell councillors that Suffolk Highways Authority has plans to continue to improve the drainage of surface water on roads in the village. This will include work that may improve flooding problems in Low Road. SHA will work with Anglian Water to make these improvements. The work is being pencilled-in for 2023. Cllr PG gave details of a SHA contact who would give further details on this. He was asked to find out how much the recent roadworks in the village had cost.
Clerk to contact SHA for more details of this planned work.
Cllr PG also had information about the complex formula to predict pupil numbers from new housing estates. It was agreed that in future, the councillor's report would be presented in a less political format than in recent months.
Jubilee Corner was identified as being a topic for future discussions.
- 11 The council discussed whether to nominate a councillor to join the committee of the Sports and Social Club. It was noted that two councillors are on the playing field management committee. (The council owns the playing fields.) However, the council does not have representatives on committees of other clubs or organisations in the parish. It was decided that as Cllr TO was on the S&SC committee representing the bowls club, he could report back to the council after committee meetings: he will not be there as a parish council representative.
- 12 Matters brought by the chair or councillors. There were none.

There being no further business, the meeting closed at 9.25pm.

Signed:

Chair

Date

Dates of next meetings

- | | | | |
|---|--------------------|-----------|----------------------|
| 1 | planning committee | Tuesday | 5 October at 7.30pm |
| 2 | finance committee | Wednesday | 13 October at 7.30pm |
| 3 | full council | Tuesday | 19 October at 7.30pm |

Mr A J Parris, clerk to Fressingfield Parish Council

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Date of council meeting		Full council meeting on 28/09/21	
Current account and savings account statements		issued on	31/08/2021
Current Account	balance cf on statement no.	80	£26,732.63
<u>Previously agreed payments not yet on statement</u>			
			£0.00
<u>New payments to be authorised</u>			
SO Pearce and Kemp	Street lights maintenance		£29.64
SO C Tooley	Caretaker's salary		£170.40
SO A Parris	Clerk's salary		£661.40
BACS Greene and Greene	Registering the playing field		£621.00
BACS Greene and Greene	Registering access road to the playing field		£381.60
BACS Lloyds Bank plc	Monthly charge for multipay card		£3.00
BACS A Parris	Clerk's reimbursements		£221.70
			£2,088.74
<u>Receipts since statement no.080</u>			
Total			£24,643.89
Instant Access Account	balance cf on statement no.	73	£27,451.20
<u>Activity in the account since this statement</u>			
MSDC	Half precept	11,185.00	
			11,185.00
			£38,636.20
Total in both accounts			£63,280.09
<u>Ringfenced reserves</u>			
Neighbourhood Watch			£280.00
Playground			£1,600.00
Fressingfield Community Fund			£2,417.12
Fressingfield Good Neighbours Scheme			£850.00
			£5,147.12
<u>Contingencies</u>			
Emergency			£15,000.00
Assets (capital)			£7,000.00
In-year			£2,000.00
			£24,000.00
Total 'set-aside' sum			£29,147
Balance of available funds:			£34,132.97
balance available at July reconciliation			£25,086.71
balance available at June reconciliation			£26,371.27
balance available at start of financial year			£19,723.20