

Minutes of a hybrid meeting of Fressingfield Parish Council held in Sancroft Hall, Fressingfield on Tuesday 5th March 2024 at 7pm.

Present Parish councillors Stuart Balmer, Hilary Day, Garry Deeks, Tom Lindsay, Nick Stolls and Di Warne.

Also in attendance: Around 40 members of the public and Andy Parris, clerk to the council and responsible financial officer (RFO).

- 1 Cllr DW chaired the meeting and welcomed everyone.
- 2 The council resolved that under the Public Bodies (Admissions to Meetings) Act 1960 the public and press be requested to leave the meeting for the business specified below:
The council discussed with Dr C Engel her application to be co-opted onto the council.
The meeting was re-opened to the public and press.
- 3 By ballot, the council decided to co-opt Dr Cindy Engel onto the council. CE signed a declaration that she is eligible to be co-opted and then joined the rest of the councillors.
- 4 The council received apologies for absence from Cllr R Troughton. The reason for the absence was accepted.
- 5 There were no declarations of interest in agenda items.
- 6 Councillors had not received any lobbying connected to an agenda item.
- 7 Minutes of the previous meetings
 - 1 It was resolved that the minutes of the full council meeting on 20/02/2024 are correct.
 - 2 Actions and progress since the last meeting not covered in reports: Cllr GD informed the council that notes collected from the sustainability forum which he organised on 17/02/2024 have been written into a report. The council agreed that the report would be discussed at its meeting on Tuesday 2nd April. It was agreed to also make it available at the annual parish meeting on April 16th. The report would then be put on the parish website.
- 8 The public forum
 - 1 Cllr DW explained that this part of the public forum would be time set aside for Andrea Long, the consultant planner who helped the council draw up the Neighbourhood Development Plan (NDP), to explain how reviews of NDPs can be carried out. As an introduction, Cllr DW said that the council was discussing what the process was to review an NDP. In keeping with the transparency with which all parish council meetings are conducted, this was being done during open meetings. She read out part of section 8.6 of the Fressingfield NDP which gives an explanation of how and why the plan should be reviewed. AL highlighted the local, district and national factors that the council needs to consider when deciding on a review. She introduced the council to the term scoping. This is the initial activity. It will provide the basis for the council to decide whether to conduct a review and

provide suggestions as to how a review could be carried out. AL offered her services to guide the council and group through this process. She also gave a brief explanation of what grants are available from central government to carry out a review of the plan.

- 2 During the second part of the public forum, questions were raised about why a review was being discussed and what might be material or non-material changes to the NDP. Different members of the public raised concerns about how any review would be organised, who would be involved in a review and at what point would all parishioners be able to give their views on possible amendments or fresh inclusions to the NDP. DW reaffirmed that the council will discuss at its next meeting (02/04/2024) whether and how to review the plan. She repeated that if the council decides on a review, it would be done openly and include elements of community involvement.
- 3 Charles Comins discussed with the council the possibility of setting up a community speed watch group. Such a group would be trained by the police and all equipment is loaned from the police. CC explained how such a group operates and how one could be set up and run in Fressingfield. This group of volunteers could help meet one of the objectives in the NDP (Objective 13 and policy 15. See p80). It was agreed that the council would send out information about the group (via Six Sense + social media) and that CC would act as the contact for volunteers and as the contact with Suffolk Police. **HD and clerk to organise publicity from end of March.**
- 4 During the final section of the public forum, the content and availability of the write up of comments from the sustainability meeting on 17/02/24 was raised. It was confirmed that this would be discussed at the full council meeting on 02/04/2024 and the annual parish meeting before being placed on the council's web pages.

9 Planning Applications

- 1 DC/24/00706 Conservation Area - To fell Lawson's Cypress (Pine) Tree (T1). Becklands, Low Road, Fressingfield. IP21 5QL. The council decided to recommend approval of this application, with a suggestion that a replacement native British tree be planted elsewhere in the garden.
- 2 DC/24/05676 Listed Building Consent - Replacement of existing patio doors with new double-glazed Critall style-doors. Internal alterations to form double-height space and internal remodelling. Street Farm Barn, Cratfield Road, Fressingfield. IP21 5QD. The council decided to recommend approval of this application.
- 3 DC/24/00750 Householder Application - Replacement of existing patio doors with new double-glazed Critall style-doors. Street Farm Barn, Cratfield Road, Fressingfield. IP21 5QD. The council decided to recommend approval of this application.
- 4 DC/24/00704 Householder Application - Erection of workshop. 7 Carpenters Yard, Fressingfield. IP21 5QJ. The council decided to recommend approval of this application.

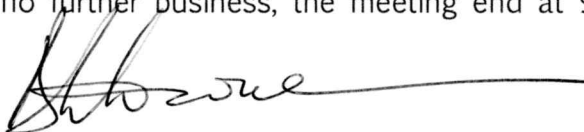
- 5 DC/24/00853 Application for Listed Building Consent - Replace 6No single glazed windows with slimline conservation double glazing. Lodge Farm, Gules Green Lane, Fressingfield, (part in the parish of Mendham) IP21 5BW. The council decided to recommend approval of this application.
- 6 DC/24/00014 Householder Application - Erection of two storey side extension (following demolition of existing single storey extension). 19 Broadway, Fressingfield, IP21 5PQ. The council decided to recommend approval of this application.

10 Finance

- 1 Cllrs HD and DW confirmed that the vouchers and invoices where appropriate, were accurately recorded on the payment and receipts summary sheet. This had been previously circulated to all councillors.
 - 2 The council agreed to make these payments and acknowledge the receipts. **Online authorisation to be completed by Cllrs TL and NS**
 - 3 The council agreed that the internal auditor conducted a satisfactory audit covering all areas required and that the internal auditor had been competent to do the review.
- 11 Councillors discussed the report from the clerk. The report can be seen by following [this link](#). The council agreed to buy equipment (Hi Vis tabards etc) to equip the team of volunteers who will spread grit on Church Street towards the junction with Low Road. **Clerk to buy equipment for grit spreading volunteers. Clerk to inform District Councillor Hadingham of topics to discuss when officers visit Fressingfield.**
- 12 The council confirmed the dates for meetings in April, as per the schedule already published – 02/04/24 Hybrid meeting, 7pm in Sancroft Hall; 16/04/24 Annual Parish meeting, 7pm in Fressingfield Baptist Chapel; 18/04/24 Finance Committee, 2pm in Sancroft Hall; 25/04/24 Full Council meeting, 7pm in Sancroft Hall.
- 13 The council resolved that under the Public Bodies (Admissions to Meetings) Act 1960 the public and press be requested to leave the meeting for the business specified below:
To discuss a grant application from Fressingfield Playing Field Management Committee. The council resolved to award a grant of £975 to Fressingfield Playing Field Management Committee

There being no further business, the meeting end at 9.30pm.

Signed:



Chair

Date

2/4/24