

Minutes of a hybrid meeting of Fressingfield Parish Council held in Sancroft Hall, Fressingfield on Tuesday 31<sup>st</sup> October 2023 at 7pm.

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

Also in attendance: One member of the public and Lavinia Hadingham (District Councillor)

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- 1 Welcome Cllr DW chaired the meeting and welcomed everyone.
- 2 Apologies Andy Parris – clerk to the council
- 3 Declarations of interest There were none
- 4 Lobbying There had been none
- 5 Minutes of the previous meeting. It was resolved that the minutes of the hybrid council meeting on 5<sup>th</sup> September 2023 are correct.
- 6 District Cllr report – The briefing notes provided by LH can be read by following [this link](#). Little to report on changes to District Council policy since the Green Party became the leading party at MSDC although LH expressed her confidence in Andy Mellon, the new leader. The Local Plan is making slow progress. LH to provide details of the district council tree officer to assist GD in his work as parish tree warden. A request was made by the district councillor that should any parishioner have experienced flooding during the heavy rains of Friday 20<sup>th</sup> October – even if it was only flooding in their gardens – then they should report it via the Suffolk County Council (SCC) website portal. Clerk to post information on parish website. There was a discussion about training available from SCC to support parish council self-help groups. Clerk to clarify.
- 7 The public forum. John Parden, the chair of Fressingfield Playing Field Management Committee (FPMC), explained the issues with the heavy bottle bank lorry using the compromised roadway to the playing field. He suggested a temporary re-siting of the bottle bank until the roadway issue had been resolved. Alternative sites for the bottle bank were explored and his committee would consult with the PC in the future to confirm a solution.
- 8 Grant Application An application had been received from Fressingfield Bowls Club for a grant to assist with an autumn treatment of the playing surface. The council unanimously approved a grant of £995 to one of the oldest and best supported club in our parish.
- 9 Actions not covered in the agenda
  - 1 The Parish Infrastructure Investment Plan (PIIP). This paper was discussed by council and amendments suggested. It was agreed that the finance committee would consider attributing costings to each initiative from both the council's current funds, future precept increases and available CIL funds. It was agreed that the Parish Emergency Plan needed to be finalised, available should future events as seen during the recent flooding, be replicated.




- 2 Cycle repair station. MSDC were offering a static cycle repair station to promote healthy living and assist with those who need repairs to their cycles when away from their homes. It was agreed unanimously by the council that this supported the green initiatives that they were promoting, and possible sites were identified. **Clerk to contact MSDC to place the order.**
- 10 Speed Indicator Devices (SIDs). A report was circulated by TL with recent data downloaded from the two devices. This showed a significant reduction in speeds when the SIDs were in operation. It was agreed unanimously to purchase two additional solar powered SIDs. These would be fixed in place – probably on Harleston Hill and Laxfield Road. **Clerk to action the purchase of two additional solar powered SIDs,**
- 11 Finance
  - 1 Cllrs DW and RT confirmed that the payment and income vouchers had been scrutinised
  - 2 the council approved payments and acknowledged the receipts listed on the payment and receipt statement
  - 3 Cllrs SB and HD confirmed that balances on the bank statements matched those on the reconciliation statement.
  - 4 Council accepted the bank reconciliation statement for September
  - 5 RFO report. The report can be read by following this link. It includes details of a grant application from Fressingfield Bowls Club, the cost of two solar powered SIDs and explanation of the lack of progress in installing public EV chargers. A discussion took place over the EV charging points in the village. It was recognised by the council that, with the increase of electric vehicles that this could be an essential part of parish infrastructure.
12. Planning matters.
  - 1 DC/23/04172 Cart lodge at Ufford Hall, Laxfield Rd, Fressingfield. IP21 5TA. The council supports this application.
  - 2 DC/23/02505 Conversion of an agricultural barn to form holiday accommodation Hillview Farm Laxfield Road Fressingfield IP21 5PY. This application is supported by the council dependent upon a satisfactory ecology report which was still outstanding.
- 12 Reports from
  - 1 The Chair. This report is available here and on the council pages of the parish website. The report includes details of the recent quarterly meeting held at Wakelyns Farm, a report to be sent for Six Sense publication inviting views from the community over the PIIP, concerns raised by residents over various footpaths in the parish and an article to be sent to Six Sense over the activity of the council during the past year. It was agreed that GD would draft a short document to also be sent to Six Sense over tree and hedge management in the parish.

- 2 The clerk. This report is available [here](#) and on the council pages of the parish website. The clerk to investigate ownership and report back to the next meeting. Clerk to discover if neighbouring parish councils have bylaws banning the use of sky lanterns.
- 13 Sustainability Summit GD described a morning meeting that he is planning, to discuss sustainability across the parish and the wider community. It is tentatively planned for January 2024. The parish council is supportive of this initiative and agreed to grant up to £100 to assist with the running costs of this meeting.
- 14 Matters brought to the meeting
  - 1 It was agreed that RT would lay the wreath on behalf of the council at the Remembrance Day ceremony at the War Memorial on 12<sup>th</sup> November.
  - 2 A resident had agreed to undertake an accessibility audit of the village. The Parish Council agreed that the previous audit required updating. NS agreed to approach the resident to agree how this initiative might be progressed.
  - 3 It was discussed whether Quiet Lane status would be appropriate for Wood Lane and Storeys Lane. Clerk to investigate.

There being no further business, the meeting closed at 9.10pm.

The next meeting will be a hybrid meeting on Tuesday 5<sup>th</sup> December, held in Sancroft Hall beginning at 7pm.



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Date of the meeting: 31/10/2023

Clerk to the council: Andy Parris. [clerk@fressingfield-pc.gov.uk](mailto:clerk@fressingfield-pc.gov.uk) 01379 586745

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Fressingfield Parish Council - Reconciliation Statement

**Current Account** Closing balance statement no 114 (30 September) £24,713.71

Payments and receipts for approval not on statement 114

Payment for ...	Period covered by payment	Amount
Street lights maintenance	October	29.64
remuneration	October	990.80
Annual insurance premium	01/10/2023 - 30/09/2024	706.41
additional batteries for SIDs		156.00
setting up .gov.uk addresses		350.00
Pay card purchases	October	193.18
Dog waste bins		869.25
Annual subs to clerk's organisation		177.00

3,472.28

**Receipts**

NCIL	April - Sept 2023	7,114.75
		7,114.75

£3,642.47

balance = £21,071.24

**Instant Access Account** Closing balance on statement no 97 (30 September) £72,519.99

New receipts to acknowledge

None

0.00

New payments for approval

None

0.00

balance = 72,519.99

**Total in both accounts** £93,591.23

Ringfenced reserves

Neighbourhood Watch	280.00
Playground	
Fressingfield Community Fund	2,417.12
Fressingfield Good Neighbours Scheme	850.00
Neighbourhood CIL	21,303.77

£24,850.89

Contingencies

Emergency	15,000.00
Assets (capital)	7,000.00
In-year	2,000.00

£24,000.00

**Total ringfenced** £48,850.89

**Balance of available funds on 05/09/2023:** £44,740.34

balance available at August reconciliation	£51,965.03
balance available at July reconciliation	£29,268.44
balance available at June reconciliation	£35,558.82
balance available at May reconciliation	£37,310.07
balance available at April reconciliation	£37,310.07

Recommended transfer from current account to instant access account to maximise interest and maintain current account balance close to £8,000 = **£13,100**

*[Handwritten Signature]*  
5/12/23