

Minutes of the Fressingfield Parish Council meeting held in Sancroft Hall, Fressingfield on Tuesday 25 April 2024 at 7pm.

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

Also in attendance Andy Parris, clerk to the council and responsible finance officer (RFO) and Steve Blackman-Cross, future clerk and RFO, as an observer.

- 1 Cllr DW chaired the meeting and welcomed everyone.
- 2 Apologies for absence. These were received from Cllr S Balmer. The reason for his absence was approved by the council.
- 3 Members' declarations of interest. None at this time.
- 4 Notification by councillors of lobbying related to agenda items. There had been none.
- 5 Minutes of the meeting on 2nd April 2024
 - 1 The council resolved that the minutes of the hybrid meeting held on Tuesday 2nd April 2024 are correct.
 - 2 Matters arising from the minutes not dealt with later in the meeting
 - a The new dog waste bin has been installed on Gules Green Lane
 - b As yet no grants are available for Neighbourhood Development Plans to be reviewed. **Cllr NS will monitor this.**
 - c For clarification: the meeting at which a review of the NDP was discussed, referred to an item 9 of 02/04/2024 minutes, was the council meeting held on 05/03/2024.
- 6 The public Forum. No members of the public were present.
- 7 Finance
 - 1 Cllrs DW and RT 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 of these payments was completed after the meeting by Cllrs TL and NS.**
 - 3 The council received a report from the Finance Committee (it can be read [here](#)). After considering each of the following reports or statements, and based on the advice from the Finance Committee, the council decided to approve the following (all for 2023-24)
 - a year in summary report
 - b end of year reconciliation statement
 - c Annual Governance and Accountability Return (AGAR), section 2 statement
 - d explanation of variances report associated with the AGAR s2 report
 - e Community Infrastructure Levy (CIL) report**RFO to add all documents to the audit file**

- 4 The council decided to revise the budget plan for 2024-25. The revisions are highlighted in blue on the published plan.

8 Clerk's report

- 1 The position of the dog waste bin on Gules Green Lane had been discussed with the landowner. He agreed to contact Cllr NS if this position caused him a problem.
- 2 The council has received an impressive large, framed portrait of the King from central government. Cllr RT will store it. Any group wishing to borrow the photo for a particular purpose should contact the clerk.
- 3 A gang of gritting volunteers has been put together and they will grit at the end of Church Street should they be needed. **Clerk to order equipment for the gritters, including Hi-Vis jackets.**
- 4 This was the clerk's last meeting. He thanked the council and past councillors for their support, encouragement and sympathetic understanding during the past 5½ years, as he has worked to provide a decent service. He urged it to offer the same to the incoming clerk and responsible financial officer, Mr Steve Blackman-Cross. **Clerk and S B-C to work together for a smooth hand-over.**

9 Matters brought to the meeting

- 1 The council decided to obtain any housing survey data held by Mid Suffolk District Council. This should include information about the number and types of houses as well as housing need in the parish and surrounding area and how well that need is met currently. **Clerk to contact MSDC for information.**
- 2 Councillors discussed the working relationship that was being developed with Fress Express. (This is an online magazine with articles sent in by Fressingfield organisations.) The council re-affirmed that any article it sends for publication should be posted 'as is'. This is to ensure that the parish council's intention in publishing an article is not obscured or lost.
- 3 It was agreed to invite John Parden (Chair of Fressingfield Playing Field Trust) to the full council meeting in June. This will be so he can explain the trust's plans and discuss how the parish council could play a role in them. **Clerk to contact JT.**
- 4 It was agreed that the council would try to organise a hustings for the next parliamentary election, inviting all candidates to join in. **Cllr GD to organise.**
- 5 Recently, new road signs have been put up around the parish. However, not all of those planned for were installed. **Clerk to raise the omissions with Suffolk Highways.**

10 Dates of future meetings

- 1 Tuesday 7th May Planning Committee at 7pm in Sancroft Hall
- 2 Tuesday 21st May Annual Meeting of the Parish Council at 7pm in Sancroft Hall

There being no further business, the meeting closed at 8.55pm.

Signed: