

Fressingfield Parish Council Meeting  
Tuesday 16<sup>th</sup> July 2024 beginning at 7pm Sancroft Hall

**Draft Minutes**

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

Also in attendance MSDC CLLR Lavinia Hadingham and one member of the public

1	Welcome from the Chair and introductions 2m	Cllr Di Warne welcomed everyone.
2	Agreement on management of this meeting 2m	Councillors agreed that the vice chair Cllr Rachael Troughton would chair the meeting and Cllr Di Warne would take the minutes.
3	To receive reasons for absence and give approval for absences 3m	These were received from Cllr S Balmer. The reason for his absence was approved by the council..
4	To receive members' declarations of interest and requests for dispensation 2m	There were none.
5	To record details of any lobbying relating to agenda items 2m	There was none.
6	Public forum – councillors will hear questions or comments from the public on agenda items 15m	The member of the public described a community housing project he thought would be relevant to Fressingfield. Councillors agreed a housing - needs survey would contribute to establishing any such projects. This will fall within the remit of the NDP review. Councillors thanked him for his ideas.
7	District and County Councillor reports 5m	Councillors received the July MSDC report. Cllr Hadingham advised the council to write to Matthew Hicks , chair of Suffolk County Council, to rectify the lack of support from the current county councillor. <b>Cllr HD to write to Matthew Hicks on behalf of the parish council.</b>
8	Resolve that the minutes of previous meetings are correct: Full Council meeting 4 <sup>th</sup> June Extraordinary Meeting 9 <sup>th</sup> July 5m	Neither set of minutes were accepted as they contained errors which will be rectified and approved at the September meeting. <b>In the meantime DW will post the revised draft minutes.</b>
9	Matters from these meetings not covered elsewhere on the	A meeting took place in Fressingfield on 28 <sup>th</sup> June 2024 involving MSDC officers and residents regarding an appeal against a Tree Preservation Order( TPO) on trees along the

	agenda: TPO confirmation 5m	footpath behind the school lane housing development. It was agreed to uphold the TPO. It is still unclear who has responsibility for maintaining the trees. <b>DW to contact MSDC for clarification.</b> Cllr GD asked Cllr Hadingham to follow up with the TPO officer on exactly which trees in Fressingfield have a TPO.
10	Update on RFO/ Clerk Appointments- process for appointment 10m	An initial advert for both posts has gone to Six Sense for August. A further advert will be placed with the Suffolk Association of Local Councils. ( SALC)
11	Finance 5m	A finance management package, Scribe, has been purchased by the council and will be applied after 24 <sup>th</sup> July Payroll will be with SALC from 24 <sup>th</sup> July
12	Feedback on SALC training- Cllr CE 10m	Cllr Engel found the on-line new councillor training course good value for money. There was promotion of the notion of an emergency plan. <b>Cllr Engel and Cllr Deeks will work to complete the Fressingfield Plan.</b> Cllrs Troughton and Stolls have attended an online planning course. They agreed it was extremely useful and have circulated the programme to other councillors.
13	Accessibility Survey 20m	The council reviewed a report on physical accessibility across the village which was carried out by a wheel chair user. The report is on the parish council website. It was agreed that accessibility should be taken to the NDP review group for consideration. It should also consider other accessibility needs, such as sight loss and hearing deficit.
14	NDP review: updates 10m	To date four residents have expressed interest in being on the steering group with several others offering to help with aspects. <b>The first meeting of the steering group is scheduled for 10<sup>th</sup> September.</b> It is likely that venues will rotate. The time and venue for first meeting will be confirmed on the website and noticeboards by the end of July.
15	To receive reports from The Chair 10 m	Cllrs received the report
16	Urgent matters brought to the meeting ( please inform chair asap). Matters for future meetings 5m	New Speed Indicator Posts have been scheduled to be installed within the next couple of months. Community transport to be brought to the attention of the NDP review group. Appointment of a village handyperson put on hold. Update on charging points at the Chapel requested. Pavements past Priory Road out of the village are being encroached by verges. <b>Cllr HD to contact Suffolk CC regarding trimming.</b>
17	To confirm dates of next meetings. 2m	<b>3<sup>rd</sup> September 7pm Sancroft Hall</b>  The meeting closed at 8.15pm