

**Minutes of the Meeting of Fressingfield Parish Council
held in the Sancroft Hall, Fressingfield
on Tuesday 15 March 2016**

Present: Prue Rush; Garry Deeks; Caroline Day; Judy Fullam; Crispin Muir; Dave Wheeler

In Attendance: Cllr Lavinia Hadingham; Carol A Smy (Clerk)

1 member of the public attended

No matters were brought to the attention of the Council during the time set aside for the Public Forum

16.1 Chairman's welcome

16.2 Apologies for absence were received and accepted from: Peter Vincent; Ian Smith; Warren Last; Philip Eastgate; Malcolm Roberts

16.3 Members' Declarations of Interest – none at this time

4. Dispensations – there were no requests

16.5 The Minutes of Last Meeting – 19 January 2016; approved unanimously and signed. Prop: DW; seconded JF

6. Housing Needs Survey/Parish Plan update – GD reported that he felt that the initial draft document needed to be broadened somewhat to fully meet the needs of the village of the future. After some discussion it was agreed that any such document needed a certain amount of weight if it were to be considered seriously by the Planning Department. A further draft would be completed and discussed with a view to a final edition. CM suggested he approach some town and country planning specialists with a view to enlisting professional help with the composing of a village statement. Members were as one in that a formal Neighbourhood Plan was not the way forward for the village but agreed with this approach unanimously.

GD & CM to action

7. To consider any Planning Matters including:

7.1. No applications for consideration at this meeting

16.7.2 Applications considered at previous planning meetings:

Approval recommended for:

3282/15 application for outline planning permission for the erection of a detached bungalow

The Cottage, Church Street

0044/16 Certificate of Lawfulness – use of barn as dwelling – 10 years

Gowers Barn, Dales Road

0400/16 pollarding/crown reduction of two conjoined ash trees (marked A1/A2 on plan). This work is needed because of excessive overhanging on the adjacent summerhouse and the boundary fence with the property north-east (former coal yard on Harleston Road). Also to remedy excessive shading of the Jubilee House garden and that of the same neighbouring property

Jubilee House, Harleston Road

0497/16 creation of new vehicular and pedestrian access. Closure of existing access

Bell Vue, Harleston Hill

Refusal recommended:

2285/15 full planning permission – erection of new Scout Headquarters with associated facilities and new access road. Outline

planning permission – erection of 30 new dwellings with all matters reserved (accept the new road access to serve the properties)

Land and buildings at Red House Farm, Priory Road

Land adjacent to Mulberry Cottage, Victoria Terrace

0325/16 erection of detached dwelling

7.2. Notification of decisions reached by MSDC:

Approval was granted for the following applications which had approval recommended at previous meetings:

0400/16

Jubilee House, Harleston Road

The following application was refused planning permission:

0846/15

Land South West of School Lane

16.7.4 Other Planning Matters:

16.7.4.i MS/3892/15 – SCC had granted consent for an anaerobic digester plant, associated infrastructure and use of existing agricultural lagoons at Barley Brigg Farm, Laxfield Road, Stradbroke

16.7.4.ii email from Tree Officer ref removal of ash tree ***FIO***

16.7.4.iii copy of letter sent to Planning Department from Suffolk Preservation Society objecting to the planning application for land adjacent to Mulberry Cottage on Victoria Terrace

16.7.4.iv application for the erection of an agricultural building, suitable for storage of agricultural machinery at West House Farm, New Street has been deemed permitted development and so no planning permission was required

16.7.4.v Minster PC in Thanet was supporting the online petition to give parish councils appeals rights against planning decisions. Members agreed unanimously that the Council should sign the petition

Clerk to action

16.7.4.vi there would be a planning meeting on 05 April to consider an application that came to the Clerk the day prior to this meeting

16.8 Matters of Report:

16.8.1 Dog bins – Chairman and Clerk undertook site visit and the remaining dog bin would be installed at the end of one of the footpaths on Cratfield Road (opposite the Telephone Exchange)

16.8.2 **Defibrillator** – an electrician had been found who was experienced in the fitting of defibrillators. BT has agreed to cover the cost of the electricity supply for the next seven years. The Clerk had been made aware of a PC in Cambridgeshire that had been sent a bill for change of use so enquiries were made of MSDC and details of the telephone kiosk submitted for reference. There is no requirement for planning permission to be applied for & MSDC Planning Department has been made aware of the new use for the kiosk

16.8.3 **Speed Indicator signs** – CM reported that he had researched various models and the most useful mobile device would be one that had the option of downloadable data. This came at a cost of £2,625 plus VAT (plus £250 for the downloadable type) and Members agreed unanimously that the Clerk should speak with her contact in the Highways Department to ascertain the most suitable and useful sites for a monitor and to confirm that the purchase and use would be sanctioned by that Department. Once that agreement was in place CM should proceed with the purchase. The Clerk was asked to consult Cllr McGregor to enquire if some of his Locality Budget could be provided to offset the cost. **CM & Clerk to action**

16.8.4 **Tenders for groundworks** – two quotations had been received, one of which greatly exceeded the brief. The Clerk was asked to request a revised quotation from both contractors covering exactly the same tender. **Clerk to action**

16.8.5 **Annual CleanUp** – JF reported that only three members of the Parish Council had attended the event that was part of the ‘Clean for the Queen’ initiative. 12 members of the public turned out on a very miserable day and some 20 bags of rubbish were collected. The Chairman thanked most warmly those who had contributed to this (some of whom telephoned JF to tell her they had ‘done their bit’ prior to the weekend) including JF who took over from Peter Vincent and CD who organised the refreshments, were thanked most warmly and it was hoped that, as this was a Parish Council sponsored event, next year (which will be the tenth consecutive year of the CleanUp) there would be a greater participation on the part of Members.

16.9 To receive the Financial Report & Approval of Accounts for payment:

16.9.1 Approval of accounts for payment – cheques as per appended sheet – prop ; seconded ; unanimous

16.9.2 Account balances at 29 February 2016:

Current account: £14,565.83

Tracker account: £25,000.00

There were unrepresented cheques totalling: £383.00

Balance at 29 February 2016: £39,457.83

16.9.3 Pearce & Kemp had submitted a three year contract for the street lighting maintenance. Members voted to continue. Prop: JF; seconded: CM; agreed unanimously

16.9.4 Neighbourhood Watch had funds which were too low to be of interest to Messrs Barclays and as the account was generally inactive the Clerk was asked if the PC would take the funds and hold them for future use by NW. This could be done quite simply, and legally, by the creation of another column in the accounts. NW could then call upon this money as and when required. Prop: GD; seconded JF; agreed unanimously

16.9.5 The Clerk received an email advising the County Councillor’s Locality Budget was available – **see item 16.8.3**

16.9.6 A request for a donation had been received from Magpas Helimedix. Members discussed and suggested a £100 donation. Prop: PL; seconded: CM; agreed unanimously

16.9.7 2016/17 s137 figure is £7.42

16.10 Emergency Planning – GD reported that he was awaiting the final training day. Following that a meeting would be arranged to formulate a plan.

16.11 Street Lighting - no report

16.12 To receive reports from the County & District Councillors:

16.12.1 County Councillor – no report

16.12.2 District Councillor – Cllr Hadingham reported that the District Council had voted by a majority to adopt the Community Infrastructure Levy (CIL) from April 2016. MSDC was expecting to see the building of 550/650 dwellings pa (70,000 by 2031). Up to 200 Syrian refugees would be accommodated in the Greater Ipswich area. MSDC still did not have its full requirement of land banked.

16.13 Social Club

16.13.1 Minutes of the February meeting had been circulated and were noted

16.14 Playingfield Management Committee

16.14.1 The leases, conveyances and title deeds for the playing field were under examination. The PC owns the land and a conveyance established a Management Committee and provided for its membership (representatives of use organisations) and responsibilities.

16.14.2 A meeting had been held at which members of FPMC and the Chairman of the PC discussed and clarified some points at issue. It would appear there had been some misunderstanding about funding and responsibilities. The

PC gave an annual, unconditional, grant to FPMC of £400. It would seem that in the past this had been used to maintain the area ie as much of the work was undertaken pro bono the money was available for expenses incurred - such as bark chippings, paint etc.. Once there was no volunteer to cut the grass and look after the landscaped area the PC agreed to underwrite this after a contractor was engaged without reference to the PC. Thus FPMC had not had to use its funds for grounds maintenance this year. The PC had budgeted £1000 for FPMC projects to be called upon when a project was planned and some funding was required. This grant was not an automatic one and money had to be requested. In 2011 £1,000 was given and in 2013 £2,000. £3,000 remained in the 'pot' for future projects. Email appended to these minutes.

16.15 Play Area

16.15.1 A grant of £1,600 had been paid into the PC's account, by MSDC, for the purpose of upgrading the play equipment/area.

16.15.2 A group of interested parents had begun to meet to discuss means of improving the Play Area and had secured the above-mentioned funding. It was agreed this should be encouraged and they could possibly become a part of FPMC to secure its future.

16.16 Road Safety

16.16.1 Barrier across the footpath on to Harleston Road ongoing. The Clerk's contact in the Highways Department was pursuing the contractors to have the work concluded.

16.16.2 The Clerk had contacted the Highways Department following the revelation of the traffic surveys undertaken by that body along New Street (ref: Scout's planning application) to have a 20mph limit for New Street re-examined. It would seem the criteria were still not met but the Clerk had been advised that Cllr McGregor may be able to assist with this. If the decision was made to purchase a mobile speed awareness unit perhaps it would not be necessary to proceed with a 20mph limit.

Clerk to action

16.16.3 Brandeston PC was interested to learn how other councils had approached the problem of speeding within the parish.

16.17 Eleemosynary Charity Trustee

16.17.1 Rev Susan Loxton's term of office as a trustee of the charity would come to an end on 31 December 2016. She was content to serve another period. Members supported this unanimously.

16.18 Correspondence

16.18.1 Letter of thanks for donation from EAAA

16.18.2 Email thanking the PC for its donation from CAB

16.18.3 Letter of thanks for donation from Borderhoppa

16.18.4 Letter from MSDC concerning the Suffolk Year of Walking – May 16 to April 17: MSDC would provide a medically trained walk leader for a walk in the village (to be specified by anyone applying)

16.18.5 Two emails from resident concerning the planning application for chapel etc (circulated)

Tabled items: 'Dealing with Dog Fouling'; Wicksteed Playgrounds sale leaflet;

16.19 To Receive the Clerk's Report

16.19.1 As previously mentioned, there would no longer be a police presence at meetings. Crime statistics may be viewed as follows: Go onto www.suffolk.police.uk Click on, Crime Map. Click on, Police.uk.

Click on, Find your neighbourhood (in red). In search bar, enter your area. Recorded crimes for the area the basic details of each crime could then be viewed, although this had, so far, not been up to date.

16.19.2 Advice from Suffolk Police: there were two scams doing the rounds: Good Citizen Award – there was no such thing. People were telephoned to say they had won this award (up to £8000) and the money would be released for a fee of £210; DVSA Fixed Penalty email scam...the DVSA never sends penalty notices via email

16.19.3 Birthday medallions available for schools and councils. These would not be purchased.

16.19.4 Standing Orders, Financial Standing Orders, Risk Assessments – all should be reviewed and then signed at the May meeting. It was suggested a Working Party might be formed to review and update and perhaps reduce to a more manageable length. Members agreed the Clerk should review and send a revised version to Members.

16.20 Matters of Information brought by the Chairman or Members:

16.20.1 Annual Parish Meeting – 19 April 2016 commencing 1900hrs. It was agreed invitations should be sent to the various village organisations and the event run as in the past

16.20.2 A light on Cratfield Road opposite the Old Vicarage had been on permanently for some time **Clerk to action**

16.20.3 The postmen were causing severe damage to the verge near the post box by Jolly Farmers by driving right up to it to remove the mail rather than getting out of the van.

16.20.4 A sign was in a ditch on Cratfield Road

16.20.5 Residents on the common were trying to have the road barred to HGVs as the damage being caused to fences and cattle grids was becoming very regular

16.20.6 the hotline for reporting potholes appeared to be non-operational at the moment

16.21 There were no further matters for inclusion in the Agenda for the Annual Meeting of the Parish Council – 17 May 2016 – at this time

There being no further business the meeting was closed at 21.30hrs

**Signed:
Chairman**

17 May 2016

There were no items brought forward in the time set aside for comments from the public following the meeting.

Report to P/C meeting on 15th. March from FPMC.

At a meeting on March 9th. requested by FPMC we met Prue Rush to clarify responsibility for the Play area. A group has come forward wishing to renovate the area and P/C minutes record that they will be a sub group reporting to the P/C and no involvement by the FPMC has been asked for. This group are raising money for new equipment but Management have continued to do necessary repairs.

Prue said that the lease of the "Playing fields" to FPMC has expired therefore the P/C are now in control as trustees of the land also that grants for play area equipment need to be applied for in the name of the P/C (This did not apply when Management applied for grants for repairs to the club house)

Betty as treasurer expressed concern about Management funding. We pay insurance for the whole area £600 and for any lighting repair, fence repair and external work on the club house but our only income is from the P/C grant and money from the bottle banks. Prue suggested a meeting between Carol the Parish clerk and Betty to clarify the amount of the P/C grant to FPMC. She also said that FPMC can always ask for extra funds for work as in the case of the painting of the exterior of the club house. The P/C will continue to pay for grass and tree cutting as we have no volunteers to do this.

The FPMC will ask Bob Stanley to do the repairs needed which were noted in the safety report, arrange regular safety inspections and post notices that parents are responsible for their children's safety when using the equipment.

Finally the FPMC asked that they be kept informed of any future developments in regard to the play area..