

**Minutes of the Meeting of Fressingfield Parish Council**  
**held in the Sancroft Hall, Fressingfield**  
**on Tuesday 18 September 2018**

**Present:** Garry Deeks; Alex Day; Tom Lindsay; Tracy Livingstone; Nick Stolls; Dave Wheeler

**In Attendance** Andy Parris, Clerk to the council. Lavina Hadingham, MSDC.  
1 member of the public attended.

**Public Forum**

Judy Fullham informed the council that she had washed the notice for the defibrillator and partly washed the cemetery gates. She had found that the algae could easily be washed off. Also, she will wash the village signs soon. Thanks were expressed by the chair.

**18.1 The Chairman welcomed everyone to the meeting,** particularly the new clerk, hoping he would enjoy the work. Thanks were given to Carol Smy for the support she had already given to AP and for the offer of continued support.

**18.2 Apologies for absence were received and accepted** from Guy MacGregor. It was noted that Andrew Vessey and Philip Eastgate were on holiday.

**District Councillor's Report** LH read a report based on briefing notes from MSDC communications team. The same information is issued to all MSDC councillors. Of specific interest to Fressingfield was information on

- a scheme to encourage businesses to make improvements to shop fronts and improve access to their business. Grants are available to shop owners for this.
- an opportunity to nominate a local person for a 'community stars' award.

The report also covered MSDC 'Gateway 14' initiative which is a new enterprise and business site near Stowmarket; a new homelessness provision in Stowmarket called The Foyer; and MSDC's homelessness reduction strategy. NS expressed concern that the standardised report from MSDC had little relevance to Fressingfield and asked what was its value. LH will sift through the report in future. Also, it was agreed that when appropriate, the council will send questions on specific issues to LH prior to the meetings. Questions would be similarly addressed to our County Councillor. **Clerk to act as a conduit.**

LH asked if councillors had knowledge of children's involvement in the supply of drugs (known as county lines). There was a discussion about how Fressingfield was no different from other rural areas regarding illegal drug use and that probably the best people to talk to about this specific issue were younger people in the village.

Planning panel A is hoping to meet on 24 October to consider the various large scale applications that have been made. If this is not possible then it will be November.

**18.3 Members' Declarations of Interest** None given at this point.

**18.4 Resignations and Clerk's Vacancy** Judy Fullham has resigned since the last meeting. There are now three vacancies with elections due in May 2019. In view of her experience and insights, GD suggested we co-opt her until the elections. This was agreed. **GD to contact JF**

After interviews, AP was appointed as new clerk effective from 01/09/18. The salary will be discussed at the Finance and General Purposes Committee meeting

on 09/10/18. The Finance and General Purposes Committee consists of GD, NS, AV (TBC).

**18.5 The Minutes of Previous Meeting** – 21 August 2018 had been circulated; approved unanimously and signed. Prop: ToL; seconded DW.

## **18.6 Planning**

18.6.1 It was agreed that the council needs early notification of the new date of the planning panel so presentations can be carefully planned.

***Clerk to contact planning office***

There was an extensive discussion about the capacity of existing pipework to deal with an increase in sewerage and the flow of rainwater from houses in the conservation area during heavy rain. It was agreed to seek to discuss a scheme to attenuate the rainwater problem with Anglia Water. ***GD to contact Anglian Water***

18.6.1 **Applications for consideration at this meeting:**

**DC/03955.** (TrL declared a personal interest and did not participate in the discussion. She provided some factual information.)

Refusal was recommended for this application. (majority decision; 1 member declared a personal interest and did not vote)

**and other applications as received after the posting of this agenda:**

**DC/1803011** Concern was expressed that no time for appeal was given on this decision. (Permission was given for the removal of this ash tree on New Street and it was felled within a week.) A discussion on how to protect trees in future led to an agreement to form a 'tree group' with an initial task of conducting a survey of trees in the parish. ***GD to initiate.***

***Clerk to obtain up to date map of trees under preservation orders.***

## **18.7 To receive the Financial Report:**

18.7.1 A payment to the former clerk for office equipment was highlighted. The equipment included a laser printer. The fumes from this make it unsuitable for the smaller office of the new clerk. Following a RA it was decided to house the laser printer in a larger space at the Chairman's home . A replacement inkjet printer has been bought for the clerk's use.

18.7.2 **Approval of cheques for payment** - details distributed. Prop: DW seconded: ToL approved unanimously

18.7.3 **Bank balances** – At 3 September 2018 the bank accounts stood as follows:

A/c 20356132	£27,597.32	A/c 20356145	£25,070.07
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There were eight outstanding cheques totalling £1028.50 leaving a balance of £51,638.89

## **18.8 Matters of Report:**

18.8.1 **Street Lighting** GD drew councillors' attention to the fact that money was set aside for street light renewal and proposed we draw up a plan to use it efficiently. TrL wanted it clarified which authority is responsible for which lights and whether LED

bulbs can be fitted in all the different styles of lights in the village. It was agreed that a light survey would be conducted prior to the next meeting

***Clerk to carry out survey***

- 18.8.2 **Telephone Kiosk** Following the excellent job in refurbishing the kiosk that houses a defibrillator, councillors discussed how best to enhance the area around the kiosk. This should add a measure of protection against careless traffic accessing the car park. A suggestion was made for a raised area protected by concrete edging with low maintenance plants and shrubs. The church owns the land.

***NS will raise this at the next PCC meeting and report back***

- 18.9 **Neighbourhood Development Plan** NS informed the councillors that a steering group had arranged for two information drop-in sessions this month. There was also an opportunity to make comments for the plan online. He expected a draft plan to be put forward next March/April. The majority of the grant received for producing the plan will be spent on consultant advice/presentation resources.

- 18.10 **Allotments** There have been a few requests for allotments. GD proposed approaching owners of 3½ allotments opposite Victoria Terrace currently not in productive use, to see if they would donate them to the parish. They could be managed by the Community Gardeners' Club. ***GD to approach owners***

- 18.11 **Emergency Planning** It was agreed to investigate examples of plans in similar settings to bring to a future meeting. ***Clerk to investigate***

- 18.12 **Road Safety** Six posts are in place on roads into the village, ready for an illuminated warning sign. There appears to be only one supplier of the type of sign seen by councillors. Once the position of the posts has been agreed, the sign will be re-positioned regularly as a warning/encouragement to incoming vehicles that the speed limit is 30mph. ***Councillors to check the position of the posts.***

- 18.13 **PCSO Joint Initiative** GD reported that smaller villages contacted had not been very enthusiastic because of the cost. There will be a meeting in October with representatives from these councils, likely to be 17 October.

- 18.14 **Fressingfield Cemetery** GD provide councillors with a plan for planting a grove of trees to commemorate the 37 soldiers from Fressingfield who died during the World War 1. The plan includes details of work necessary to get the cemetery neat and tidy, where the grove of newly planted trees would be, costings and suggested dates for work to be carried out. It was agreed that there would be an organised event to plant the final tree of the grove. This would be a symbolic act of our continuing gratitude for the commitment made during the war.

**Friday 2 Nov at 3 pm Commemorative Event at Parish Cemetery, Stradbroke Road, open invitation.**

**Proposal: The council should use funds allocated for cemetery fabric maintenance to pay for this project. Proposed AD. Seconded NS. It was agreed unanimously.**

***DW + NS agreed to carry out some preparatory work.***

***TrL to contact RBL & Suffolk Regiment and to organise the planting of the last tree.***

**Dates for work to be carried out Wed 17 Oct, Wed 24 Oct & Tuesday 30 Oct,  
9.30am start,**

**18.15 Councillors' Training** It was agreed to arrange training for the full council on planning. **Clerk to investigate for next meeting**

**18.16 Re-establishment of a Parish Charity** GD suggested consulting with villagers on setting up a new charity that would offer financial benefits to villagers for specific purposes. This type of charity operates in many local villages and if there was one in Fressingfield it could build up assets with donations from parishioners. It could be under the control of a board of trustees rather than the parish council.

**AD to write a summary/invitation for the websites and Six Sense**

**18.16 Social Club** Nothing to report.

**18.18 Playingfield Management Committee** DW is the council's rep on the committee not the committees of the three separate groups. (Tennis Club, Social Club and Bowls Club).

**18.18 Correspondence.** Other than matters already discussed, correspondence had been received about the possibility of siting a dog-mess bin at the start of the footpath near Post Mill Lane which goes north through the fields. GD pointed out that this had been requested in the past but the landowner had would not give permission

**18.19 Clerk's Report** AP thanked the councillors for his appointment and hoped he would get up to speed quickly and so serve the council effectively. He confirmed that he is already booked onto courses organised by SALC to do this. He expressed his thanks to Carol Smy who is continuing to give him support and insights.

**18.20 Dates for future meetings:**

09 October 7.30pm - Finance and General purposes committee

16 October 7.30pm - Parish Council meeting

A list was circulated for the next 12 months. However, there were some inconsistencies and so this will be re-written.

**Clerk to re-write the dates and circulate prior to the next meeting**

**18.21 Matters of Information brought by the chair or councillors**

It was noted that work had started on clearing the site for the new Baptist Chapel on School Lane. There had been some localised anger, and anxiety because the site was adjacent to the school. GD shared with the council discussions he had had with developers and plans he had received. These should result in disruption being reduced to a minimum, including the effect on children's education. The plans and attitude of the developers showed a high degree of understanding of the safety issues particular to the site.

**18.22 Matters for Inclusion on the agenda for the next meeting** of the parish council (16 October 2018) to be with the clerk by 4 October 2018 at the latest.

**Questions for the district or county councillor** to be sent to the clerk by Tuesday 9 October.

**There being no further business the meeting closed at 10.25pm**

**Signed:**

**Chairman**

**11 October 2018**

**DRAFT**