

---

## Minutes of the Fressingfield Parish Council meeting held in Sancroft Hall, Fressingfield on Tuesday 4 June 2019 at 7.30pm

**Present:** Alex Brockhurst; Alex Day; Garry Deeks; Philip Eastgate; Tom Lindsay; Rachael Troughton; Tracey Tyas; Andrew Vessey; Di Warne;

**Also in Attendance:** Andy Parris, clerk to the council and RFO.

**19.1 The Chair welcomed** everyone to the meeting.

**19.2 Apologies for absence:** Received and accepted from N Stolls (business)

**19.3 Members' Declarations of Interest.** There were none and **No dispensations** were requested.

**19.4 The public forum.** No members of the public were present.

**19.5 To resolve that the minutes of previous meetings** (annual meeting of the Parish council on 21/05/19) are correct. Once changes previously circulated had been made, the minutes were accepted as a true record.

**19.6 To assess the proposal from SCC for a pedestrian barrier on Harleston Road.** Councillors felt that the proposed length of barrier (1830mm) was too short as it may encourage cyclist to sweep around it onto the road. It was proposed to increase the barrier by 50% i.e. a 2745mm barrier. Councillor McGregor to be approached to see if additional funds would be available from his locality budget. If not, the parish council would meet the shortfall. This was unanimously approved.

### **19.7 Reports**

a The chair had nothing to report at this meeting.

b The clerk made arrangements for a group of councillors to visit Benhall to find out how its council bought and runs a speed information display.

The process of obtaining advice about the roadway and ditch leading into the carpark of the Sports and social club has begun. The aim is to see what, if anything, needs to be done about the apparent subsidence along that road.

It was decided to ask parishioners about the reducing the size of the parish council from 13 to 11.

**Clerk to write an insert to be circulated in Six Sense**

c NDP There has been positive support for the neighbourhood development plan following the open weekend. Interesting replies have included some about the development of a business hub. The skills and experience of the consultant were recognised as important elements in getting the plan to the point where it will be formally considered for adoption by the parish council in July. Once again, the comprehensive character appraisal document was highlighted as integral component of the plan. It is likely to go to a parish referendum in January, organised by MSDC.

**D Warne to prepare draft for next meeting**

**19.8 The council's committees, officers and representatives.** It was agreed that :

The planning committee would remain as it is – all councillors are members and it will meet on the 1<sup>st</sup> Tuesday of the month, if necessary.

**Where possible, the clerk will arrange site visits with any applicants prior planning meetings**



Finance Committee. D Warne, T Lindsay and T Tyas were elected to the finance committee. Draft terms of reference will be prepared for the next meeting.

Communications Officer A Day will act as the council's communications officer.

The footpath warden has no clear role description currently. This needs to be agreed before a new warden is appointed. **Clerk to draft role description**

Tree warden. G Deeks will continue as tree warden.

Playing Field Management Committee Representatives. A Brockhurst the council's representatives on the PFMC. It was noted that G Deeks was on the committee as a trustee.

**19.11 Planning**

DC/19/02434 Change of use of land to equestrian and erection of manège. Whitehall Gules Green Lane Fressingfield The council has no objection to this application. Notification of an appeal under the Town and Country Planning Act 1990. Appeal Reference: APP/W3520/W/19/3227159 by Mr P Davidson. The council agreed to discuss its response to this appeal at the next meeting.

**19.12 Finance**

a Payments were checked by 2 councillors against invoices. Online authorisation was completed after these checks.

b Finance report

- i. The bank reconciliation statement (attached) was scrutinised and agreed to be accurate.
- ii. A report showing budget plans compared to actual expenditure (attached) shows that there are no areas for concern.
- iii. The AGAR form and associated documents were discussed and then signed by the chair.

**19.12 Matters brought by the chair or councillors (inc matters from correspondence)**

It was agreed to place the village improvement plan as a regular item on the agenda. After discussion, the council decided to draw up a policy on recording its meetings, to support the existing standing orders.

It was noted that the village sign post on the Stradbroke Road was covered by branches of an oak tree. **Clerk to investigate.**

The meeting closed at 10pm.

**Signed:**



Chairman      Date

