

Minutes of the Fressingfield Parish Council meeting held on 16 March 2021 at 7.30pm. This was a 'Zoomed' meeting.

Present: Cllrs Alex Brockhurst, Garry Deeks, Philip Eastgate, Tom Lindsay, Nigel Lucker, Trevor Orchard, Nick Stolls, Rachael Troughton, Neil Venton, and Di Warne (Chair).

Also in Attendance: Cllr Guy McGregor, Suffolk County Council (SCC) and Andy Parris, clerk to the council and responsible finance officer (RFO). There were two members of the public. Cllr Lavinia Hadingham, Mid Suffolk County District (MSDC) arrived during the meeting.

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- 1 The Chair welcomed everyone to the meeting.
- 2 Apologies for absence: There were none
- 3 Members' declarations of interest: There were none
- 4 Minutes of the previous meeting:  
It was resolved that the minutes of the full council meeting on 16/02/21 are correct. It was resolved that the minutes of the planning committee meeting on 02/03/21 are correct.
- 5 Report from SCC: Cllr GMcG gave a written report before the meeting. This is available on the parish council website. The report focuses on how county council finances will be tight once again next year, how the lack of leadership in council departments means that response times from those departments are not quick enough and how national priorities and national projects distort the connection between the county council and its scattered electorate. Parish councillors asked him about the county council's highways authority, and responses to pressures on families caused by the lockdown. Although Cllr GMcG gave fulsome responses, he could not guarantee that services will improve. This was likely to be Cllr GMcG's last meeting as a county councillor. The Chair and councillors thanked him for his public service and the support he had given to the parish council in the past.
- 6 The public forum: The parish council was encouraged to take part in any public inquiry held about the development of Post Mill Lane.
- 7 Finance
  - 1 Cllrs NV and GD confirmed that the vouchers and invoices, where appropriate, were accurately recorded on the payment summary sheet. This had been previously circulated to all councillors.
  - 2 The council agreed to make these payments. An additional invoice recently received from Suffolk Association of Local Councils (SALC) for training was added to the list. Online authorisation of these payments was completed after the meeting by Cllrs PE and NS.
  - 3 The March reconciliation statement was presented to councillors prior to the meeting. Cllrs AB and NV confirmed that the balances shown on the reconciliation statement match those on the bank statements for 03/2/21.
  - 4 There were no questions relating to this statement. The statement was accepted by the council.

- 5 Report from the RFO: The report is available on the website. The council received a statement and report on its internal controls. Councillors discussed the Financial Regulations and decided further clarification was needed of the limits to expenditure in sections 1.14, 4.1, and 5.8. Also, section 5.5 needs re-writing as the clerk/RFO does not have the power to authorise payments, either by cheque or BACS. Whether to set up a parish council payment card will be discussed at the next full council meeting.  
**Clerk and Cllr NS to re-write these sections for review and ratification**
- 8 To consider the invitation to be a 'Rule 6' contributor to the appeal about the housing development off Post Mill Lane: The Chair described the background to the appeal by the developers of the proposed Post Mill Lane housing. This may lead to a public inquiry. She also explained the role of a rule 6 contributor to a planning inquiry. After discussions, the council decided that if an inquiry is called, it will not apply to be a rule 6 contributor. DW emphasised that the inspector may not call an inquiry but may decide the appeal based on written representations. The council agreed to explore the possibility of making a statement at an inquiry or as part of written representations to the inspector. Cllr DW will contact Andrea Long, the planning expert who worked on the council's neighbourhood development plan (NDP). The council needs to know if she could contribute significantly to such a statement and how much her involvement would cost. **Cllr DW to contact AL**
- 9 Report from MSDC: The report is on the council's website. Cllr LH recognised that the report mainly dealt with matters elsewhere in the district. She confirmed that any schemes in the parish council's village improvement plan could qualify for money collected by MSDC as the community infrastructure levy (CIL).
- 10 To receive reports from
- 1 The Chair: The report is on the council's website.
  - 2 The clerk: The report is on the council's website. The council decided to arrange a virtual annual parish meeting (APM) to coincide with its full council meeting on 20 April. The council approved the draft arrangements in the event of the death of a national figure. The council was informed that Fressingfield Good Neighbours Scheme is to receive a grant from MSDC of £850 for IT/communication equipment. The northern hedge on the cemetery has been cut back by M Hammond. This has made a significant difference to the appearance of the cemetery.  
**Cllr NL to work with clerk to order the equipment**  
**Cllr NL is to attend a virtual community police meeting on behalf of the council**  
**Cllr GD to arrange tree planting at the cemetery**  
**Clerk to arrange virtual annual parish meeting**
  - 3 The Speeding Working Group: Cllr TO had attended a virtual meeting about speeding organised by Suffolk Police. From this he has a link to an officer who will give advice about implementation and funding of changes to help reduce speeding traffic in the village. The speed indicator devices (SIDs) have been put up and are working. Two councillors confirmed that traffic has been calmed. The SIDs collect data on traffic volume and speed that can be downloaded. The council offered its thanks to Cllrs GD, TO and the clerk for successfully completing the SIDs project. They will prove to be a real benefit in making the village a safer place.  
**Cllr TO to draw up initial plan for moving the SIDs to different locations and with Cllr TL to arrange for the regular collection and review of data.**
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- 11 To discuss post-lockdown events: Two suggestions were discussed - a village fete and a mass planting of flowering cherries trees.  
A village fete and evening entertainment will be discussed at the annual parish meeting on Tuesday 20 April.  
**Cllr GD will bring a draft plan for the tree planting to the May meeting.**  
**Clerk to circulate information about a fete with invitations to the APM.**  
**Cllr NV to see if any people are interested in being involved in such an event.**
- 12 For councillors' information: Cllr NL informed the meeting that nationally the terrorist threat level had been reduced to substantial. However, there is a rise in right-wing extremism in East Anglia. The council agreed to place a Home Office poster warning about this on its website.  
**Clerk to post the information on the website Cllr GD to make it available to the school**  
Councillors had received negative comments about muddy footpaths and muddy verges around the parish. This was felt to be seasonal.  
The clerk explained that the change to the normal date of the planning committee meeting was due to the deadline date on the application about changes to the new Baptist Chapel.  
**Clerk to request that the planning officer encourages MSDC and SCC officers to produce reports for this application by March 26 at the latest.**
- 13 To confirm the dates of the next meetings:
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| 1 | Planning Committee                   | Tuesday 30 March |
| 2 | Finance Committee                    | Tuesday 9 April  |
| 3 | Annual Parish Meeting + full council | Tuesday 20 April |

There being no further business, the meeting closed at 9.45 pm.

Signed:

Chair

Date

### Action points from 16/03/2021

Agenda Item	Action	To be undertaken by
7.5	to re-write sections of the Fin Regs for review and ratification at next meeting	Clerk, NS
8	to contact AL re possible advice for planning appeal	DW
10.2	to work with clerk to order equipment for FGNS	NL, clerk
10.2	to attend a virtual community police meeting. Details from clerk	NL, clerk
10.2	to arrange tree planting at the cemetery	GD
10.2	to arrange virtual annual parish meeting	clerk
10.3	to draw up initial plan for 1) moving the SIDs to different locations and 2) collecting and reviewing data	TO, TL
11	to bring a draft plan for the tree planting to the May meeting.	GD
11	to circulate information with invitations to the APM.	clerk
11	to see if any people are interested in being involved such an event.	NV
12	to post the Home Office information about extremism on the website + make it available to the school	clerk, GD
12	to request that the planning officer encourages MSDC and SCC officers to produce reports for this application by March 26 at the latest	clerk

### Ongoing action points

Meeting date	Action	To be undertaken by
16/02/21	Advise how to add the GDPR effect to the council's RAs. Review cemetery charges in September.	clerk finance committee
16/02/21	Add columns for maintenance and expected life to assets register	clerk
19/01/21	Make note of observed flooding around Jubilee Corner	all councillors
15/12/20	Arrange CPR course with medical centre	NS
15/12/20	Co-option of councillor	clerk
early 2020	Resolve the problems of drainage and flooding in certain areas of the village	whole council led by GD
early 2020	Helping to improve viability of Sports and Social Club	DW, GD + whole council

Date of the meeting: 16/03/21