
Minutes of the Fressingfield Parish Council meeting held on Tuesday 18 August 2020 at 7.30pm. This was a 'Zoomed' meeting.

Present: Cllrs Alex Brockhurst; Garry Deeks, Philip Eastgate, Tom Lindsay, Trevor Orchard, Nick Stolls, Rachael Troughton, Andrew Vessey, Di Warne (Chair).

Also in Attendance: Cllr Lavinia Hadingham (MSDC), Andy Parris, clerk to the council and responsible finance officer (RFO). There were no members of the public present.

- 1 The Chair welcomed everyone to the meeting.
- 2 Apologies for absence: Received from Cllr N Venton (personal) and Cllr N Lucker (personal) were accepted.
- 3 Members' declarations of interest. There were none.
- 4 Minutes of the previous meeting
 - 1 It was resolved that the minutes of the previous meetings (the full council meeting on 21/07/2020 and the planning committee meeting on 04/08/2020) are correct:
 - 2 Actions and progress since the last meeting. These were detailed in reports during the rest of the meeting.
- 5 Reports from
 - 1 District councillor. A written report was received from LH. (This is on the website.) LH also reported apologies from MSDC that previous complaints had not been responded to within a reasonable period. The parish council is concerned that despite LH's intervention no officer of the district council has been in contact with the parish council. This too will be raised with the district council's complaints department. Regarding the land for woodland to off-set the green space lost at the School Lane development site, LH informed the council that this was a goodwill gesture on the part of the developer. Councillors disagreed with this and still need clarification about the process that MSDC uses when settling on the site and size of such off-setting planting schemes. **LH will ask P Isbell to contact the council about this.**
 - 2 County councillor. A written report was received from GMcG. (This is on the website.)
- 6 Finance
 - 1 Payments due were checked by 2 councillors against invoices. Due to a technical problem, this was completed after the meeting. Online authorisation of these payments was also completed after the meeting.
 - 2 August's reconciliation statement which included these payments was presented to councillors prior to the meeting. This was accepted by the council. There were no questions relating to this statement.
 - 3 The RFO stated that adjustments have been made to valuations on the council's assets register. These may have implications for the council's insurance policy. The council agreed that an extra meeting of the finance committee would discuss this and provide further information at the next full council meeting
RFO to arrange additional finance meeting.


DW



7 An update on the good neighbours scheme (GNS). The scheme's constitution, policies and practices have been written by AV and recently been 'vetted' by Community Action Suffolk's lead-support for GNSs, Jane Arkeley Crouch. AV talked through this draft and recommended changes. The parish council agreed to:

- I AV making changes to the draft document as recommended by JA-C.
- II Two or three councillors will join the committee of the good neighbours scheme. NL, AV + one other.

Councillors to consider joining this formative committee.

- III Provide start-up funding up to a limit of £500 in the first year.

8 Discuss the emergency plan. As Cllr N L was absent, it was decided to defer any discussion about the emergency plan until the next meeting. NL emailed to confirm that although take-up of offers of support from the Covid-19 support scheme remained low, volunteers are still enthusiastic when called on. Also he stated that progress with the youth council is slow. It was noted that contacts with schools and youth groups should include the primary school.

AV to initiate discussions with the local scout group.

9 Proposed changes to the planning system. There was a lengthy discussion about the complexity of the government's white paper on rejuvenating the local planning system. The council discussed the National Association of Local Council's (NALC) request to local councils for their opinions about the government's approach to simplifying the planning process. Councillors feel that many of the questions are directed towards professionals as they require a good deal of technical knowledge. Therefore, councillors were unsure about the ways by which a parish council, with a carefully developed neighbourhood development plan, can effectively take part in the consultation process., The council decided initially to focus on the first document, 'Changes to the current planning system.' It will keep the neighbourhood development plan at the heart of its responses.

Councillors will send responses to questions which they feel competent to answer to the clerk by 28/08/20 at the latest.

DW will collate these as a draft council response by 31/08/20.

The council will hold an extra planning meeting on 08/09/20 to discuss its responses with members of the public.

10 Reports

1 The Chair: The council agreed to cancel this year's annual parish meeting.

The clerk to post reports received for this meeting on the council's website.

Protocols for the creation and use of a new website which will combine the current village and council websites were agreed. It was noted that a sewerage outage on Low Road was dealt with quickly by Anglian Water. Complaints about straw on the road around the War Memorial have been received. Concern about the effects on drains in this area were discussed. Villagers are encouraged to send photos to the clerk.

Clerk to contact Suffolk Highways about the problem.

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- 2 The clerk: A minute book, returned to the council by a former leaseholder of The Fox and Goose, has been handed on to the Fressingfield Local History and Archive Group. The first entry in the book is dated 1887. M. Hammond has been asked to provide quotes for essential maintenance work at the cemetery. This will include work on two lime trees. This was suggested in the extensive tree survey carried out by EWP Consultancy Ltd. Councillors noted how thorough the survey was. GD and the clerk saw another speed indicator device (SID) in situ. As a result, the clerk recommended that the council accept a quotation from Morelock Signs Ltd for two MSID Vario speed signs. The quotation includes fixing brackets and spare batteries. The cost will be £6625.20 (net £5521). The council agreed to this recommendation.

The council noted an email from a previous councillor praising the work of Garry Deeks as chairman. GD was elected to the post at a problematic time for the council due to conflict amongst parishioners over housing development. As is stated in the email, ‘... His calm, courteous manner changed the whole atmosphere of the parish council meetings with the public and fellow councillors. There is a corny phrase which could well apply to Garry, "cometh the hour cometh the man" which to my mind is very apt. This parish council and the village would have been that much poorer without Garry at the helm.’ These sentiments are fully endorsed by the current council.

A revised schedule of meetings was accepted by the council.

The clerk will post this schedule on noticeboards and on websites.

The parish council adopted a newly designed logo that incorporates the pedlar and the donkey. Thanks to TL for this.

- 11 Matters brought by the chair or councillors. After a brief discussion, it was explained that the pond beside The Fox and Goose should continue to develop naturally, before any further interventions by Fressingfield Fairies were necessary.

The meeting closed at 9.50pm.

Signed: **Signature:** *DL Warne*
D L Warne (Sep 16, 2020 22:48 GMT+1)
Email: dwarne.fresspc@gmail.com
 Chairman Date Sep 16, 2020

Dates of next meetings

(Currently, all meetings are video conferences, using Zoom. The details of how to join a meeting are attached to the agenda.)

| | | | | |
|-----|------------------------------|----------|--------------|-----------|
| I | additional finance committee | Thursday | 27 August | at 7.30pm |
| II | planning committee | Tuesday | 1 September | at 7.30pm |
| III | additional planning meeting | Tuesday | 8 September | at 7.30pm |
| IV | full council | Tuesday | 15 September | at 7.30pm |

| | |
|-------------------------|----------------|
| Date of council meeting | 18 August 2020 |
|-------------------------|----------------|

Current account and savings account statements Nos 064 and 060 issued on 03/07/20

| | | | |
|--|---------------|------------|-------------------|
| Current Account | | £32,691.71 | |
| <u>Previously agreed debits not on statement</u> | | | |
| Borderhoppa | chq no 300254 | 100.00 | |
| | | | £100.00 |
| | | | £32,591.71 |

New payments to be authorised on 18/08/20/20

| | | |
|----------------------|---------------------|--------|
| SO Staff | Salary | 166.40 |
| SO Staff | Salary | 378.80 |
| BACS T Lindsay | signs reimbursement | 260.88 |
| BACS HMRC | PAYE | 286.40 |
| BACS EWP Consultants | tree survey | 322.80 |

£1,415.28

Receipts since statement no. 064

None

Total **£31,176.43**

| | |
|---|-------------------|
| Deposit Account | £26,715.83 |
| No activity in this account since statement no. 060 | |
| | £26,715.83 |

Total available from both accounts **£57,892.26**

Ringfenced reserves

| | |
|------------------------------|-------|
| Neighbourhood Watch | 280 |
| Playground | 1,600 |
| SIDs | 7,000 |
| Fressingfield Community Fund | 1,427 |

£10,307

Contingencies

| | |
|------------------|-------|
| Emergency | 15000 |
| Assets (capital) | 7000 |
| In-year | 2000 |

£24,000

Balance of available funds: **£23,585.51**

| | |
|--|------------|
| balance available at July reconciliation | £24,630.54 |
| balance available at June reconciliation | £25,905.29 |

DL Warne

D L Warne (Sep 16, 2020 22:48 GMT+1)

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Final Audit Report

2020-09-16

| | |
|-----------------|--|
| Created: | 2020-09-16 |
| By: | Andy Parris (clerk.fresspc@gmail.com) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAATUhMuF3Ney_wf2eo_IRu1WMDriqFYSxC |

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