
Minutes of the Fressingfield Parish Council meeting held on 17 December 2020 at 7.30pm. This was a 'Zoomed' meeting.

Present: Cllrs Alex Brockhurst (arrived after start of meeting), Garry Deeks, Philip Eastgate, Tom Lindsay, Trevor Orchard, Nick Stolls, Rachael Troughton, Neil Venton and Di Warne (Chair).

Also in Attendance: Cllr Guy McGregor (Suffolk County Council), Andy Parris, clerk to the council and responsible finance officer (RFO) and two members of the public.

- 1 The Chair welcomed everyone to the meeting.
- 2 Apologies for absence: Received from N Lucker, due to his work. This was accepted.
- 3 Members' declarations of interest. There were none.
- 4 Minutes of the previous meeting
 - 1 It was resolved that the minutes of the full council meeting on 17/11/2020 were correct. It was resolved that the minutes of the planning committee meeting on 01/12/2020 were correct. It was resolved that the minutes of the finance committee meeting on 03/12/2020 were correct.
 - 2 Actions and progress since the last meeting not covered elsewhere in the meeting.
 - a Fressingfield Good Neighbours Scheme. NL supplied a written report. There is good progress in recruiting a committee. Just looking for a treasurer and volunteers (drivers). Registered with the Suffolk Good Neighbours Network. The scheme will become active in the first quarter of 2021.
NL to complete recruitment of personnel for the FGNS
 - b Speeding working group has met with a Suffolk Highways officer and Guy McGregor, county councillor. **TO to give full report at next meeting**
- 5 Co-option of councillors. An application for co-option has been received. The applicant was unable to attend the meeting. After a brief discussion it was agreed that it is best for applicant to attend the co-option meeting. Therefore this will be postponed until a later meeting. **Clerk to arrange for suitable meeting.**
- 6 Report from County councillor. This had been emailed to the clerk and will be circulated to councillors and posted on the council's website.
- 7 The public forum. A question was raised about whether a member of the council attended a meeting with Anglian Water towards the end of November. It was stated that the purpose of the meeting was to persuade AW to say no further additions should be made to the sewerage system in the village.
- 8 Discussions following on from the statement in the public forum. No member of the council had attended this meeting. It was agreed to clarify with AW why it was reported that a member of the council had attended the meeting.
Clerk to contact AW to clarify who attended the meeting.


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9 Finance

- 1 The RFO advised that a) two councillors will check and confirm that the balances on the monthly bank statements are the same as those on the reconciliation statement b) each month the council should formally agree to make payments after these have been scrutinised and recommended for payment by two councillors c) Cllr TL had been added to the list of people who authorise council payments online.

Clerk to revise the finance regulations to show these changes to procedures

- 2 The clerk confirmed that Cllrs AB and NL had seen and signed as accurate the payments to be made. The council approved these payments. Online authorisation was completed after the meeting by Cllrs TL and PE.
- 3 December's reconciliation statement was presented to councillors prior to the meeting. Cllrs GD and NV confirmed that the balances on the reconciliation statement are accurate. The payment to CAB is to NE Suffolk Citizens Advice Bureau. This statement was accepted by the council.
- 4 Finance Committee Report. The council was informed that the Finance Committee had scrutinised current income and expenditure against the budget plan. Changes to expenditure already agreed by the council mean that the budget should be revised. The significant revisions were to staff and tax lines (as discussed in October), equipment, IT support and section 137 grants. This expenditure affects the level of contingency remaining and the surplus to be carried forward at the end of the year. The council agreed to the revised budget plan for 2020-21. The council agreed, by a majority decision with one abstention, to give a grant of £350 to 1st Fressingfield Scout Group, as recommended by the Finance Committee.
- 5 The council discussed three different options for the level of precept for 2021-22. It considered the implications on the council's budget over three years of these options. The council decided to set a precept of £22,370. This will mean that parishioners in a band D house will pay approximately £53 to the parish council as part of its council tax next year. This is a rise of 3%.

- 10 The Village Improvement Plan. Councillors discussed each project on this plan and whether progress has been made or if the project is finished. New projects were also discussed including ideas about developing mini-wildlife areas. The plan will be updated and that draft re-presented to the council when costings will be refined.

DW to update the plan and circulate to council.

11 Reports

- 1 The Chair: A report previously circulated is available on the council's website. DW highlighted a visit she had had to the new chapel site, and that a meeting of the drainage working group will be arranged for early January.
DW to organise drainage working group meeting.
- 2 The clerk: A report previously circulated is available on the council's website. He has been told by MSDC planning enforcement team that changes to the original plan to the new Baptist Chapel will need an application for material changes. This application will be posted for public consultation. That is the point at which the council can formally state its views.

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Councillors expressed interest and support in the idea of Fressingfield becoming a wildlife-friendly village. Debra Simpson will develop the idea further in the new year.

PE to inform DS and discuss the next steps

MSDC planning department has explained that legal counsel has been engaged to consider the status of neighbourhood development plans with relation to the National Planning Policy Framework. (This is important as this relationship will affect all future planning applications until MSDC's joint local plan has been adopted.) As a result, the application for new housing on Post Mill Lane will not be considered by MSDC until early February. Other large applications are likely to go before the planning committee at the same time.

12 Matters brought by the Chair or councillors.

- 1 Councillors are grateful for the all the work that has gone into the hedge trimming on Cratfield Road. Carried out by machinery and then by hand, it is a safer and more attractive place to walk, cycle and drive during the winter.
- 2 It was noted with concern that a driver in a new 4x4 had been targeted by other motorists apparently intent on stealing the car.
- 3 The clerk confirmed that the defibrillator was checked every week that it is functioning.
- 4 For inclusion on a future agenda. Possible CPR courses to be arranged for parishioners

NS to discuss with Fressingfield Medical Centre

The chair closed the meeting by wishing everyone at the meeting and all parishioners as merry a Christmas as circumstances will allow.



There being no further business, the meeting closed at 9.55pm.

Signed:

D.L. Warne
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Jan 22, 2021

Date of council meeting 15 December 2020

Current account and savings account statements

issued on 03/12/2020

Current Account	balance on statement no. 068	£29,056.96	
New payments to be authorised on 20/10/20/20			
SO Staff	salary	£170.40	
SO Staff	salary	£661.40	
BACS Staff	expenses, reimbursements	£461.23	
BACS HMRC	PAYE and employers NIC	£713.04	
BACS M Hammond	maintenance of cemetery	£880.47	
BACS e.on	Street light electricity	£939.04	
BACS Air Ambulance	Donation	£500.00	
BACS Borderhoppa	Donation	£100.00	
300258 RBL poppy wreath	Donation	£50.00	
BACS Suffolk Preservation Society	Donation	£30.00	
BACS CAB	Donation	£100.00	
BACS EACH	Donation	£500.00	
BACS Waveney Foodbank	Donation	£250.00	
BACS Fressingfield Baptist Chapel	for energy to street light on The Gull/Low Rd	£53.66	
BACS Parish Online	annual subscription	£90.00	
			£5,499.24
<u>Receipts since statement no. 068</u>			
No receipts since the statement	0.00		
			£0.00
Total			£23,557.72
Instant Access Account	balance on statement no. 064	£27,184.83	
No activity in the account since this statement			
			£27,184.83
			Total available from both accounts £50,742.55
<u>Ringfenced reserves</u>			
Neighbourhood Watch	280		
Playground	1,600		
SIDs	1,479		
Fressingfield Community Fund	1,555		
			£4,914
<u>Contingencies</u>			
Emergency	15000		
Assets (capital)	7000		
In-year	530		
			£22,530
			<u>Total 'set-aside' sum £27,444</u>
			Balance of available funds: £23,298.55
balance available at November reconciliation		£27,016.43	
balance available at October reconciliation		£29,378.96	
balance available at September reconciliation		£22,575.28	
balance available at August reconciliation		£23,585.51	
balance available at July reconciliation		£24,630.54	
balance available at June reconciliation		£25,905.29	
balance available at May reconciliation		£26,633.28	

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FullCoun20201215

Final Audit Report

2021-01-22

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