

FRECKENHAM PARISH COUNCIL

**Minutes of the Meeting held on 21 January 2019
at the Village Hall, Fordham Road, Freckenham at 7.30pm**

Present: Cllr Wheeler, Pearson, Hurton, Barton and Cornell

In Attendance: The outgoing Clerk – Hilary Gurner, New Clerk – Jadi Coe, Cllr Harvey and one member of the public

The following documents will be appended to the signed Minutes:

- Agenda
- 3rd Quarter Finance Report
- Approved Budget

01/19/1	<u>Apologies for Absence</u> None received	<u>Action</u>
01/19/2	<u>Declaration of Interest</u> None	
01/19/3	<u>To confirm employment and welcome new clerk Jadi Coe</u> Cllr Wheeler introduced Jadi to all present at the meeting. Cllr Wheeler stated that the outgoing clerk Hilary would leave at the end of the month. Jadi would be acting clerk as of now and would be in receipt of all emails and correspondence addressed to the clerk.	
01/19/4	<u>Members of the public invited to speak</u> Cllr Wheeler offered the member of public present to an opportunity to speak but this was declined	
01/19/5	<u>Councillor Louis Busuttil – County Councillor</u> Not present <u>Councillor Brian Harvey – District Councillor</u> <u>Cllr Harvey reported the following:</u> <ol style="list-style-type: none"> 1) He has met the owners of a site at the corner of Bridge End and Elms Road, Freckenham where there has been recent dumping's of rubbish and rubble. The owners have spoke to planners at FHDC in regards to digging a ditch around the site to help prevent further dumping's. 2) He is to stand for all wards again this coming election. 3) Freckenham Parish Council should inform parishioners by including the following information in our Parish magazine and notice boards: 'Anyone on the current housing register in the FHDC area must re-register between 1st and 28th February 2019 to retain their current position on the register'. <p>Cllr Harvey was queried over this matter as the PC felt this was unreasonable as the time scale was limited and that not all people on the register will have internet access. Cllr Harvey replied that the reason for this was due to the upcoming merge with SEBC and the new Data Protection regulations. He also stated that FHDC would be contacting each individual on the current list. The clerk, Jadi to publish in the notice boards and on the website and Cllr Wheeler in the Parish Pump.</p>	JC/DW

	<p>Cllr Wheeler asked Cllr Harvey whether the District Council had completed their local plan. Cllr Harvey stated there would be a plan but this will not commence until after the merger between Forest Heath District Council and St Edmundsbury Borough Council and also due to the Hatchfield site.</p> <p>Cllr Wheeler asked Cllr Harvey whether any locality budget remained to fund the costs of a World War Memorial Bench. The bench costs were reported between £829.50 and £1,030.50 depending on the style. Cllr Harvey reported that he did have money left and so did County Cllr Busuttil. The PC would need to forward application for money before the end of January or no money would be available until after the elections in May 2019.</p> <p>Cllr Harvey reported that the recently installed traffic lights on Fiveways roundabout have resulted in a dramatic reduction of accidents</p> <p><u>Police matters</u> The outgoing clerk stated a police report had been received in respect of ongoing anti social behaviour in the Jubilee Car park including youths knocking on residential homes doors and running away. It was stated that recently a house on The Street was broken into, Cllr Wheeler to publish in the Parish Pump a reminder to residents to lock all doors and windows.</p>	<p>DW</p> <p>DW</p>
01/19/6	<p><u>To confirm the Minutes of the meeting held on 12 November 2018</u> It was resolved the minutes were a true record of the meeting held on 12th November 2018. Cllr Wheeler signed the minutes.</p>	
01/19/7	<p><u>Matters arising from the Minutes not covered by the Agenda</u> None</p>	
01/19/8	<p><u>Planning</u> 8.1. <u>To consider any planning applications:-</u> 8.1.1 DC/18/2430/HH - Householder Planning Application - (i) new garage with annexe above and skylight (following demolition of existing garage) (ii) new access to north boundary (iii) single storey front extension (iv) raise the roof to create habitable rooms with dormer window and skylight (v) single storey rear extension (following demolition of existing (vi) installation of air-source heat pump conservatory). 7 Fordham Road It was resolved that the PC has no objection to the planning application but to request work is carried out only in normal working hours and no heavy goods vehicle's to be parked on the road or in other residents driveways. The clerk, Jadi to inform FHDC of comments agreed.</p> <p>8.2. <u>To note applications determined</u> 8.2.1 DC/18/2034/FUL – Elms Farm, Elms Road – Application approved 14/12/2018 8.2.2 DC/18/2257/TCA – Street Farm, North Street – No objections 14/12/2018 8.2.3 DC/18/2291/TCA – The Olde Bell House, The Street – No objections 14/12/2018</p>	<p>JC</p>

	<p>8.2.4 DC/18/2293/TCA – Church Meadow, Church Lane – No objections 14/12/2018</p> <p>8.3. <u>Update on Neighbourhood Planning Process</u> It was stated a meeting was held the previous week and that the next step was to hold a drop-in session in the Village Hall for parishioners to give comment. It is hoped this can be held in March 2019. Cllr Lawrence stated a project timetable and action plan was in place and that the plan could take up to two years. It was agreed funding should be in place before appointing Mr Ian Poole to begin work and the application for funding would be arranged by Cllr Wheeler.</p>	DW
01/19/9	<p><u>Recreation Ground and other assets</u></p> <p>9.1. <u>Playground report</u> Cllr Wheeler stated a parishioner had been in contact about the increase in dog waste not being picked up on the playing field. It was agreed there were many responsible dog owners in the village who were also using the bags provided by the PC. Dog owners who do not pick up their dog waste could be fined up to £1,000. It was suggested closing the field to all dogs but this may result in the dog waste being left on the Parishes pavements. It was noted that the public can report dog owners on the District Council website anonymously. Cllr Wheeler to publicise this issue in the Parish Pump, possibly using one of the various posters on the DC website. Cllr Barton agreed to fix the gate in the field as to self-close.</p> <p>9.2. <u>Update on grass cutting</u> Cllr Cornell reported that the mower was due for service but was not picked up at this time by the servicing dealer.</p> <p>9.3. <u>Update on the wall between Chippenham Road & Shores Close</u> Cllr Harvey reported that works to the wall were to begin soon</p> <p>9.4. <u>Any other matters relating to the Recreation Ground</u> It was stated that Cllr Cornell had received an email in regards to river enhancement. Cllr Cornell mentioned a meeting would be held at the weekend.</p>	DW LB
01/19/10	<p><u>Highways Inspection</u> Cllr Wheeler stated his disappointment in the delay in road surfacing works on Beck Road adjacent the old railway bridge. It was noted works promised in March to take place within 14 weeks on this road to West Row/Isleham had not begun. It was now overdue by a further additional 25 = 39 weeks. A wheelchair accident due to the road surface that occurred on North Street was reported to the members of the Council.</p>	
01/19/11	<p><u>SALC</u> Cllr Wheeler reported that the next area meeting is to be held on 26th March in Bardwell and the following to be held in Lakenheath on 10th</p>	

	September 2019. Meetings in the past have been held quarterly but now would be held bi-annually.	
01/19/12	<u>FHDC Town & Parish Forum</u> It was noted that the next meeting may not be held before the elections.	
01/19/13	<p><u>Financial Matters</u></p> <p>13.1 Payment of the following invoices were approved:</p> <p>(a) Mrs H A Gurner, Qno.989, December & January Salary, £600.84</p> <p>(b) Mrs H A Gurner, Qno.989 Expenses for November, December 2018 & up to 15 January 2019, £87.12</p> <p>(c) Mr D Wheeler, Qno.990 Contribution to Rodney Gillington for editing website, £39.62</p> <p>(d) RoadRunner TCA Ltd, Qno.991 Annual Calibration of Speedgun, £180.00</p> <p>(c) Information Commissioner, Mrs H A Gurner, Qno.992 Annual Data Protection Fee, £40.00</p> <p>The clerk Jadi to forward cheques.</p> <p><u>13.2. Invoices received after the Agenda was issued</u></p> <p>None</p> <p><u>13.3. Report 3rd Quarter finances against Budget</u></p> <p>Clerk, Hilary reported that 100% of the expected income had now been received and the reports circulated detailed where money had been over or under spent.</p> <p><u>13.4. Approve 2019-20 Budget and confirm Precept</u></p> <p>It was agreed by all to approve the budget and precept of £12,500 which results in a 6.93% increase for Band D Council Tax payers.</p> <p>The clerk Jadi to forward the Precept Form.</p> <p><u>13.5. SALC Quarterly payroll and Microsoft Office Software</u></p> <p>It was resolved that the new clerk salary would be paid quarterly and the payroll would be carried out by SALC at an annual cost of £36.00.</p> <p>The clerk Jadi agreed to advise SALC.</p> <p>It was also approved for the new clerk to claim the cost of £29.99 for purchase of Microsoft Office to be installed on the PC laptop.</p>	<p>JC</p> <p>JC</p> <p>JC</p> <p>JC</p>
01/19/14	<p><u>Working Groups Report:-</u></p> <p><u>14.1. Circular Walk</u></p> <p>It was noted that one of the two walks were overgrown but this has now been cleared.</p> <p>A local resident had agreed to organise a Litter Pick on 13th April and advertise this in the Parish Pump due to the amount of rubbish on the village roads.</p> <p><u>14.2. Emergency Plan</u></p> <p>No update</p> <p><u>14.3. Defibrillator monthly checks</u></p> <p>It was noted the monthly checks were carried out by a volunteer in the village.</p> <p>Cllr Barton agreed to set up new clerk Jadi onto Webnos to extract the monthly check summary.</p> <p><u>14.4. Community Speedwatch</u></p> <p>Cllr Pearson reported that the gun had been returned after calibration works. It was noted that volunteers from the Speedwatch team had</p>	<p>DW</p> <p>LB</p>

	been outside the Village Hall this morning but failed to catch any vehicle's speeding.	
01/19/15	<u>Update on the GTC marker post which was previously knocked down</u> Cllr Hurton reported this has been replaced with a recycled plastic post.	
01/19/16	<u>Correspondence Received</u> None other than circulated emails.	
01/19/17	<p><u>Urgent Business</u></p> <p>Cllr Wheeler reported that the Annual Parish Meeting was usually held on the first Wednesday of May but due to the upcoming elections, the meeting would need to be held after 7th May. It was agreed Cllr Pearson to provisionally book the Village Hall for the Wednesday 15th May at 7:00pm.</p> <p>Cllr Wheeler reported he would attend an upcoming Electricity Forum in Norwich on the 7th February as he felt it may be beneficial to the PC.</p> <p>Cllr Pearson and Barton reported they were to attend a Neighbourhood Plan and Energy Saving meeting on the 24th January at Red Lodge Millennium Centre.</p> <p>The clerk, Hilary Gurner reported that she has written to Lloyds Bank as the new clerk Jadi Coe has not got access to the banks online account due to an error by Lloyds.</p> <p>Cllr Wheeler presented the Parish Pump distribution list and reported that a volunteer could no longer help with the distribution. The member of the public present at the meeting kindly volunteered to take over the distribution for the said area.</p> <p>The Chairman thanked Hilary Gurner for her great work as clerk over the past few years and it was agreed she would be missed but was wished well for the future. He also went on to say it was felt that we had found a very good replacement in Jadi Coe.</p>	CP
01/19/18	<p><u>Future Meeting</u></p> <p>The next meeting of Freckenham Parish Council is confirmed as Monday 18 March 2019.</p>	

There being no further business the Meeting closed at 9:30pm

Signed.....

Date.....