

FRECKENHAM PARISH COUNCIL

**Minutes of the Annual General Meeting held on Monday 8 May 2017
at the Village Hall, Fordham Road, Freckenham at 7.30pm**

Present: Cllrs. Wheeler, Pearson & Cornell.

In Attendance: 9 parishioners and the Clerk.

The following documents will be appended to the signed Minutes:-

- Agenda
- Receipt & Payments Year End Statement

1.	<u>Election of Chairman</u>	<u>Actions</u>
	It was proposed that Cllr. Wheeler should be re-elected as Chairman by Cllr. Cornell. This was seconded by Cllr. Pearson and carried. Cllr. Wheeler signed a Declaration of Acceptance of Office.	
2.	<u>Election of Vice Chairman</u> It was proposed that Cllr. Pearson should be elected as Vice Chairman by Cllr. Wheeler and seconded by Cllr. Cornell.	
3.	<u>Apologies for Absence</u> Cllr. Barton – recent illness, approved. Cllr. Gibbs – absent	
4.	<u>Declaration of Interest</u> There were no declarations of interest.	
5.	<u>Members of the public invited to speak</u> Nine members of the public were here to object to the recent planning application for 11 East View. One member spoke on behalf of the others listing their main objections as highways safety, traffic problems, car parking issues and over development of site.	
6.	<u>To receive the reports from the County & District Councillors and the Police Newsletter</u> Cllr Harvey sent his apologies. No reports given, although he gave a report last week at our Annual Parish Meeting. The Clerk read out the Police Newsletter for April 2017	
7.	<u>To confirm the Minutes of the meeting held on 6 & 28 March 2017</u> The Minutes of the meetings held on Monday 6 March 2017 & Tuesday 28 March 2017 were confirmed as a true accurate record and signed by the Chairman	
8.	<u>Matters arising not covered in the Agenda</u> No matters arising	
9.	<u>To appoint Council representatives for 2017/18:</u> 9.1. SALC – Cllr. Wheeler 9.2. Freckenham Shores Charity – Cllr. Cornell 9.3. Village Hall Committee – Cllr. Pearson 9.4. Village Recorder – Marilyn Badger 9.5. Mildenhall Community Partnership – Cllr. Wheeler 9.6. FHDC Town & Parish Forum – Cllrs. Wheeler & Pearson 9.7. Village Archivist – Sandie Geddes	
10.	<u>To confirm Working Groups for 2017/18:</u> 10.1. Right of Way Improvement – Cllr. Barton 10.2. Standing Orders – Cllr. Wheeler & the Clerk 10.3. Risk Assessment – Cllr. Cornell & the Clerk	

	<p>10.4. Emergency Planning – Cllr. Pearson</p> <p>10.5. Community Speedwatch – Cllr. Cornell</p> <p>10.6. Recreation Field – Cllr. Cornell</p>	
11.	<p><u>Planning:-</u></p> <p>11.1. DC/17/0697/FUL 11 East View Freckenham IP28 8HU – 2no. semi-detached dwellings and associated vehicular access. This was discussed at length and members resolved to object to this application.</p> <p>11.2. Applications Determined:- DC/16/2612/PMBPA The Barn, Beck Road – this application has been withdrawn / abandoned. DC/17/0310/VAR Millfield, Fordham Road – this application has been approved. DC/17/0313/HH Driftwood, Mortimer Lane – this application has been approved.</p> <p>11.3. To consider moving to a paperless planning process:- Members resolved to move to a paperless planning process with immediate effect.</p> <p>11.4. Single Issue Review – to consider any further details, if received on the Forest Heath Local planning consultation. Nothing further to report.</p>	<p>Objection submitted by the Clerk online 8/5/2017</p> <p>The Clerk sent email to Sarah Drane confirming 8/5/2017</p>
12.	<p><u>Annual Parish Meeting – any matters arising:-</u></p> <p>Cllr. Pearson put a small comment on social media that ‘should the freehold come onto the market for the Golden Boar, then we should consider purchasing this as an asset for the village’. Presently this is solely owned by Enterprise Inns who lease it to the present incumbent. Cllr. Pearson will continue to enquire into this on behalf of the Parish Council.</p> <p>The recent presentation on the Neighbourhood Plan by Cllr. Pearson will be placed in the next issue of The Parish Pump together with a questionnaire to be completed by residents so that the Council can gauge the requirement for a plan.</p>	
13.	<p><u>Recreation Ground and other assets:</u></p> <p>13.1. Playground Report – the path is being hand-weeded by Cllr. Pearson and Ann Wheeler. The Chairman was asked to pass the Council’s thanks onto Ann for this.</p> <p>13.2. Upgrade on the levelling of the Recreation field – Cllr. Barton not in attendance.</p> <p>13.3. Update on grass cutting – In the process of purchasing a new grass cutter, a new machine is being brought out tomorrow as a demonstration model. £1500 has been donated by Suffolk County Council via Cllr. James Waters Locality Budget. Cllr. Wheeler asked Cllr. Pearson if the Village Hall Committee would consider donating towards this, as the Parish Council is not able to fund totally a £3,000+ front cut ride-on mower. The security for the mower will need to be looked at as the Village Hall Shed may not be secure enough.</p> <p>13.4. Update on Playground signs – Cllr. Wheeler is now in receipt of the new Playground signs. These will be installed at Chippenham Road and The Street entrances.</p> <p>13.5. Any other matters – Cllr. Cornell reported that one of the seats by the childrens play area has collapsed and so will need replacing. The Hump of earth on the Playing field was originally planned to be a grassed area with a seat on it. However, this area now is going to be flattened along the river</p>	<p>Cllr. Wheeler</p> <p>Cllr. Pearson</p>

	bank and there will be 400 bulbs planted around the play area, seats & trees. Also the banks will be cut back so that the river can be visible. A Risk Assessment has been carried out on the area - it will be cordoned off with tape with hard hats and hi-vis jackets worn.	
14.	<u>Highways Inspection:</u> Cllr. Wheeler reported that the Mildenhall Road is due to be re-surfaced within this financial year which should also sort the flooding issue at the same time. Cllr. Wheeler reported that he has asked that a County Council employee check the road once it has been completed as previous work has lifted shortly after being re-surfaced.	
15.	<u>SALC:-</u> 15.1. Next Meeting is Tuesday 13 June at Brandon Country Park. Cllr. Wheeler will attend, but the Clerk will be away on annual leave.	
16.	<u>Town & Parish Forum:-</u> 16.1. To confirm date of next meeting as Wednesday 7 June at Red Lodge Pavilion. Cllr. Wheeler and Pearson will attend this meeting.	
17.	<u>Financial Matters:-</u> 17.1. To confirm payment of invoices as detailed below:- (a) Suffolk Association of Local Councils, Invoice for Clerk's Networking Day 23/3/2017, Qno. 895 £19.20 (total £109.20) (b) Suffolk Association of Local Councils, Invoice for Planning Conference attended by Cllr. Pearson 2/3/2017, Qno. 895 £90.00 (total £109.20) (c) Mrs H A Gurner, Clerk's salary, Qno. 896 £583.34 (total £676.54) (d) Mrs H A Gurner, Clerk's Expenses, Qno. 896 £93.20 (total £676.54) (e) Road Runner TCA Ltd, Speedgun repair – chip broken, Qno. 897 £103.20 (f) FHDC, Emptying of Dog Waste Bins for April 2017 – March 2018, Qno. 898, £254.80 (total £259.80) (g) FHDC, Lease of Recreation Ground, Qno. 898 £5.00 (total £259.80) (h) NFU, Renewal of Motor Insurance for Tractor, Qno. 899, £169.41 (i) Mr D Wheeler, refund for Impress Express Ltd, Signs for Playing Field, Qno. 900, £78.60 (total £113.70) (j) Mr D Wheeler, mileage expenses, Qno. 900, £35.10 (total £113.70) (k) Suffolk Association of Local Councils, Subscription for 2017/18, Qno. 901, £172.66 17.2. To consider invoices received after the Agenda was issued:- (a) Suffolk Cloud, Support and hosting of website for 2017/18, Qno. 902, £100.00 (b) Community Action Suffolk, Donation under S.137, Qno. 903, £30 17.3. To receive and approve the Receipts and Payments Account for 2016/17. Members resolved to approve these. The RFO and Chairman signed and dated them. 17.4. To consider and approve the responses to Annual Governance Statement and External Audit (Section 1 of Annual Return) The Chairman read out the Annual Governance Statement and the Council resolved to approve. 17.5. To consider and approve the Accounting Statements of 2016/17 (Section 2 of Annual Return)	

	<p>The Chairman read out the Accounting Statements for 2016/17 and members resolved to approve these.</p> <p>17.6. To adopt a Responsible Finance Officer for 2017/18 The Clerk was appointed Responsible Finance Officer for the next year.</p> <p>17.7. To adopt a Councillor to oversee the internal Financial control for 2017/18. Cllr. Wheeler was appointed as the Internal Financial Controller for the next year.</p>	
18.	<p><u>Working Groups Report:-</u></p> <p>18.1. Right of Way Improvement (Circular Walk) – The footpath has been ploughed up, just the initial bit which makes it awkward to walk. This has been done by the new owner.</p> <p>18.2. Risk Assessment – needs to be reviewed this month.</p> <p>18.3. Standing Orders – these are up to date</p> <p>18.4. Emergency Plan – Cllr. Pearson</p> <p>18.5. Defibrillator Monthly Check Report – Cllr. Barton is absent</p> <p>18.6. Community Speedwatch – report was given last week at the Annual Parish Meeting.</p>	Cllr. Cornell & The Clerk
19.	<p><u>BT Telephone Box:-</u></p> <p>The refurbishment has been postponed until Cllr. Barton has recovered from his recent illness.</p>	
20.	<p><u>Correspondence Received:-</u></p> <p>The Local Councillor was circulated to Parish Councillors</p>	
21.	<p><u>Urgent Business:-</u></p> <p>The shuttering by the bridge where the ground has been falling away needs attention again. The Clerk to obtain a quotation for the work.</p> <p>Hedge Cutting – Mill House hedging is growing over the boundary once more. The Clerk to contact him to cut it back as soon as possible.</p> <p>Hillside Farm – the hedging needs to be cut back, you cannot step onto the grass verge because of this.</p> <p>Mildenhall Road – To consider having hatching put onto the road to alert drivers that there may be people walking in the road. The Chairman will contact Suffolk County Council highways department.</p> <p>Parking – too close to the corner of Chippenham Road. The Clerk asked to amend her notice re: parking and give to Cllr. Cornell to put on the vehicles.</p>	<p>The Clerk</p> <p>The Clerk sent a letter 9/5/2017</p> <p>The Clerk sent a letter 9/5/2017</p>
22.	<p><u>Future Meetings:-</u></p> <p>To confirm the 2017/18 meetings as being on the second Monday of the month.</p> <p>10 July 2017, 11 September 2017, 13 November 2017, 8 January 2018, 12 March 2018 & 14 May 2018.</p>	

There being no further business the Meeting closed at 21.07hrs

Signed.....