

FRECKENHAM PARISH COUNCIL
**Minutes of the Annual General Meeting of Freckenham Parish Council on
Monday 20th May 2019 at 7.30 pm at Freckenham Village Hall**

Present: Cllr Wheeler, Pearson, Cornell

In Attendance: Clerk, Jadi Coe, Cllr Harvey, and two members of the public

05/19/01 To elect a Chairman for the year 2019/2020

It was proposed to elect Cllr. D. Wheeler as Chairman for the year, all agreed.

05/19/02 Declaration of acceptance of office

Cllr Wheeler, Cllr Pearson and Cllr Cornell, were given forms Declaration of Acceptance of Office, these were then completed by the councillors and the Proper Officer, Jadi Coe witnessed the signing and signed the declarations.

05/19/03 To elect a Vice-Chairman for the year 2019/2020

It was proposed to elect Cllr. Pearson as Vice Chairman for the year, all agreed.

05/19/04 Co opt new councillor to fill vacancy on the Parish Council and declaration of acceptance of office and welcome pack

Cllr Wheeler reported that two candidates wished to be considered for co option, however neither could attend this meeting. Cllr Wheeler explained the need to co opt as soon as possible, to ensure the Parish is quorum, to act on current issues and new issues arising.

Cllr Wheeler asked then two members of the public in attendance whether either wished to be co opted. One of these agreed to be considered and it was agreed to co opt the gentleman and he was subsequently invited to the councillor table. He accepted the invite and the clerk provided Cllr Douch with a welcome pack which included Declaration of Acceptance, Agreement to accept summon and other relevant documents via email, and Agreement to have name and telephone number published on the website. The forms were signed by Cllr Douch and the declaration was also signed by the clerk.

05/19/05 Apologies for absence & approval of reasons tendered

Cllr Barton due to work priorities

05/19/06 Declaration of interest in any items on the agenda

None

05/19/07 Members of the public are invited to speak on any item within the Agenda for a maximum time of three minutes

Cllr Wheeler asked if the remaining member of public in attendance wished to speak on any items?

The member of public voiced his concerns in regards to the Sunnica Solar Farm. His concerns included the lack of awareness of the project in the village and loss of countryside views. He also asked whether it would be possible to request a buffer zone around homes as so not to be too intrusive and possibly of a footpath from Freckenham to Worlington.

Cllr Wheeler informed him that this could be possible and that the exhibition would hopefully provide more information to the village and make more people aware of the project.

The member of the public also provided Cllr Wheeler with a notice detailing that any Bridleways not registered by 2026 would be lost. Cllr Wheeler agreed to look at this further and forward to the clerk in order to register the bridleways in the Parish. (JC/DW)

05/19/08 To receive reports from the County Councillor, District Councillor and to receive the Police Reports

County Cllr Busuttill reported the following:

- The county's budget for the year was £520 million, of this 75% is spent on just 5% of the population which includes the elderly in care homes, children in care homes and other social care.
- £24.1million has been borrowed to spend on SEND, despite recent rumours of cuts.
- Suffolk Highways have now launched The Community Self Help Scheme, this see volunteers able to carry out work to help their parish including cutting verges and cleaning road signs. As a volunteer you could be provided training, insurance and personal safety equipment to carry out the works.
- Cllr Harvey was re-elected as the District Councillor in the Manor Ward after an uncontested election.
- Locally Conservatives have lost seats on the District Council.

Cllr Wheeler reported that Highways intend to re surface 5 roads in the Parish this financial year. Cllr Wheeler informed Cllr Busuttill a 30mph sign was knocked down some time ago and Highways had picked this up but not returned to reinstall. Cllr Busuttill informed the members that Highways are trying to reduce street clutter, which includes some road signs. There were concerns from the members on hearing this, as the road markings are also unclear. Cllr Pearson voiced his concerns at the S bends in the village and the amount of accidents that occurred here. Cllr Wheeler agreed to contact the Community Highways Engineer. (DW)

Cllr Wheeler thanked Cllr Busuttill for his time and report.

Cllr Harvey was not in attendance as he had provided an up to date report at the Annual Parish meeting the week prior and therefore his presence was not necessary.

No Police reports were received.

05/19/09 To confirm the minutes of the meeting held on 18st March 2019

It was proposed to accept the minutes as a true record of the meeting, all agreed and these were signed by the Chairman

05/19/10 Matters arising from the Minutes not covered in the Agenda

None

05/19/11 To appoint Council representatives for 2019/2020

05/19/11.1. SALC - Cllr. Wheeler

05/19/11.2. Freckenham Shores Charity - Cllr. Cornell

05/19/11.3. Village Hall Committee - Cllr. Pearson

05/19/11.4. Village Recorder - Mrs Marilyn Badger

05/19/11.5. Mildenhall Community Partnership - Cllr. Wheeler

05/19/11.6. FHDC Town & Parish Forum - Cllrs. Pearson & Wheeler, depending on whether these continued in the current format

05/19/11.7. Village archivist - Mrs Sandie Geddes

05/19/12 To confirm Working Groups for 2019/2020

05/19/12.1. Right of Way Improvement - Cllr. Barton

05/19/12.2. Standing Orders - Cllr. Wheeler & the Clerk

05/19/12.3. Risk Assessment - Cllr. Cornell & the Clerk

05/19/12.4. Emergency Planning - Cllr. Pearson

05/19/12.5. Community Speed Watch - Cllr. Cornell & Cllr Pearson

05/19/12.6. Recreation field - Cllr. Cornell

05/19/12.7 Neighbourhood Plan – all councillors

It was agreed to create a new working group for the Sunnica Project. This would currently consist of all councillors and Mr Gary Tucker.

05/19/13 Planning:-

05/19/13.1 To consider any planning applications

DC/19/0728/FUL – Planning application, continued use of land for ground mounted 30 no. Solar Panel PV system (retrospective) at Rectory Cottage, Church Lane, Freckenham, IP28 8JF.

It was agreed to no objections to the application. (JC)

05/19/13.2 To note applications pending and determined:-

DC/19/0146/FUL - Planning Application - (i) change of use from agricultural land to accommodate 20 holiday lodges with associated camping area (ii) managers accommodation (iii) and open space for tourist accommodation and (iv) new access and associated parking. Ferry Lane, Worlington.

Noted

05/19/13.3 Update on Neighbourhood Planning Progress

It was reported that the funding applications has reopened and Cllr Wheeler intends to apply for the remainder of the grant shortly- £6,348.00. Further grants of up to £8,000.00 are available and will be requested after discussions with AECOM. (DW)

05/19/14 Annual Parish Meeting

Cllr Wheeler gave a brief overview of the meeting and noted the Sunnica Project and the Neighbourhood Plan were the main areas of interest and/or concern of the public in attendance. He also reported that he had received a completed Community Can questionnaire and asked Cllr Pearson whether these could be left at the Village Hall for pick up and drop off. Cllr Pearson confirmed he could do this. (CP)

05/19/15 Recreation Ground and other assets

05/19/15.1 Playground/Recreation Ground Report

Cllr Cornell reported that she intends to place another picnic bench by the playground and had no other points to add since the report given at the Annual Parish meeting.

Cllr Cornell also showed the members a poster detailing potential fines for not clearing your dog's mess and if caught not carrying dog waste bags which she intends to display on the recreational ground.

05/19/15.2 Update on grass cutting

Cllr Cornell reported that this has recently been done and had no further points to add since the report given at the Annual Parish meeting.

Cllr Wheeler asked if Cllr Cornell could ask the grass cutters to try and keep grass cuttings off the Basketball court and the pathways, in which Cllr Cornell agreed.

05/19/15.3 Update on the wall between Chippenham Road & Shores Close

Cllr Wheeler praised West Suffolk Council in continuing try to get work to begin on this as soon as possible.

05/19/15.4 Any other matters

None

05/19/16 Highways Inspection

Cllr Wheeler reported of his dissatisfaction in regards to the recent pot hole works, although some were filled many were not and this was the fault of Highways rather than the contractors who are only allowed to carry out the work as instructed by Highways.

It was noted that the promised resurfacing of roads in the village may encourage the painting of road markings to create safer roads in the village.

Cllr Cornell asked whether a group of volunteers could carry out the work to paint the road markings, it was agreed this could be done but the roads would need to be closed and permission obtained.

05/19/17 SALC

Cllr Wheeler confirmed date of next local meeting as 10th September 2019 at 7:00pm to be held at Lakenheath Pavilion, and that this meeting could be attended by any of the Parish Councillors. The date of the Annual General Meeting was confirmed as being the 12th November 2019, at 11.30am to be held at Providence House, Princes Street, Ipswich, Cllr Wheeler believes this may be restricted to one representative from each Parish Council, but would confirm once more information was known.

05/19/18 West Suffolk District Council Town & Parish Forum

No date for the next meeting has been confirmed.

05/19/18 Financial Matters

05/19/19.1 Payments for approval

The following payments were approved for payment:

<u>Name</u>	<u>Details</u>	<u>Q no.</u>	<u>Amount</u>
Ayentee Accountancy	Internal Audit fee	1008	£40.00
The Church Notice Board Company	Replacement carbonate - (2018 invoice unpaid)	1009	£42.00
Cllr. Campbell Pearson	Milegae for Salc course	1010	£34.20
David Ogilvie Engineering	Memorial Bench	1011	£1,236.60
SALC	Planning Workshop (CP)	1012	£31.20
Suffolkbiz	Website hosting	1013	£100.00
West Suffolk Council	Collection of dog waste bins	1014	£260.48
West Suffolk Council	Playing field Lease	1015	£5.00
J Coe	Clerk expenses (incl. mileage, ink, and USB mememory sticks)	1016	£47.45
SALC	2019/20 subscription	1017	£178.81
		TOTAL	£1,975.74

05/19/19.2 To consider any invoices received after the Agenda was issued - to be tabled on the night

None

05/19/19.3 Clerk to update on bank balances held

The clerk reported bank balances at 13th May were as follows:

- Current Account, £2,930.95
- Deposit Account, £17,651.23

05/19/19.3. To receive and approve the Receipts & Payments Account for 2018/2019

The accounts produced by the clerk that have been audited by Ayentee Accountancy were proposed as a true record of the Councils finance, all agreed and these were signed by the Chairman.

05/19/19.4. To consider & approve the responses to the Annual Governance Statement
Part 2 of the AGAR, Certificate of exemption and Section 1 of the AGAR were approved and subsequently signed by the Chairman and Responsible Finance Officer (Jadi Coe)

05/19/19.5. To approve the Accounting Statements for 2018-19

Section 2 of the AGAR, Accounting Statements was approved and signed by the Chairman and Responsible Finance Officer, Jadi Coe

05/19/19.6. To appoint a Responsible Finance Officer for 2019-2020

It was agreed to appoint Jadi Coe, also the clerk as Responsible Finance Officer for the year.

05/19/19.7. To appoint a Councillor to oversee the internal financial control for 2019-2020

It was agreed to appoint Cllr. Wheeler as Councillor to oversee finance for the year

Cllr Wheeler proposed to increase the clerk's annual salary from £3,500 to £3,750 and that this should be back dated to 1st April 2019. All agreed.

05/19/20 Working Groups Report:-

05/19/20.1 Circular Walk

In Cllr Barton's absence it was reported that he was aware and had reported that the ploughing on the edge of the field by the farmer had meant that walkers would either need to walk on the crops or on the road.

05/19/20.2 Emergency Plan

Cllr. Pearson informed the members that there was no update but he did receive emails and would report if there was anything relevant to Freckenham.

05/19/20.3 Defibrillator monthly check Report

No report

05/19/20.4 Community Speedwatch

Cllr Cornell reported that the team of volunteers intend to start further speed checks in the following week.

Cllr Cornell informed the members that the recording system by Community Speedwatch and recently changed and this has seen an increase in the percentage of vehicles known to be speeding being sent a letter.

05/19/20.5. Risk Assessment

It was agreed Cllr Cornell would look over this and report to the clerk any amendments she felt were required. (SC/JC)

05/19/20.6. Standing Orders

Cllr Wheeler reported that these were up to date.

05/19/20.7. Financial Standing Orders

Cllr Wheeler reported these were up to date.

05/19/21 Correspondence Received

None of relevance received.

05/19/22 Sunnica Project update

An exhibition is planned for Saturday 29th June and a new working group has been created with members appointed.

05/19/23 Litter Pick

CLlr Wheeler reported the litter pick took place on 13th April and was organised by Mr Chris Green. There were fewer bags of waste collected than in prior years which proved to be a good sign. CLlr Wheeler praised the Greens for their efforts and work on the day.

05/19/24 Urgent Business

None

05/19/25 Future Meetings

The following dates were agreed for the Parish Council Meetings of 2019/20:

- 15th July 2019
- 16th September 2019
- 18th November 2019
- 20th January 2020
- 16th March 2020
- 11th May 2020

The meeting closed at: 9.00pm