

1. Present:

- 1.1. Councillors - D E Wheeler; L J Barton; P Gibbs; Mrs S Cornell (co-opted).
- 1.2. In attendance – County Councillor Stephen Frost; District Councillor Tim Huggan; PCSO Jo Hook; the Clerk.

2. Election of Chairman:

- 2.1. Cllr Barton proposed that Cllr Wheeler be elected as Chairman; this was seconded by Cllr Gibbs and unanimously agreed. Cllr Wheeler signed a Declaration of Acceptance of Office.

3. Co-option to fill vacancy:

- 3.1. The Chairman reported that Mrs Susan Cornell had expressed an interest to fill the vacancy. There being no other proposal Mrs Cornell was unanimously co-opted to fill the vacancy.
- 3.2. Mrs Cornell, being present, signed a Declaration of Office and joined the meeting.

4. Election of Vice-Chairman:

- 4.1. Cllr Wheeler proposed Cllr Barton as Vice-Chairman. This was seconded by Cllr Gibbs and unanimously agreed.

5. Apologies:

- 5.1. Cllr C V Pearson.

6. Declaration of Interest:

- 6.1. Cllr Wheeler - mileage claim.

7. Reports:

- 7.1. County Councillor.
 - 7.1.1.. Cllr Frost with apologies for tardiness. He reported that there is a County Council meeting the following Thursday; he had approved in principle meeting the cost of the necessary fencing for the new footpath and would chase up Matthew Lee on progress. The Chairman mentioned that the agreement with highways was that following the removal of the build-out (which has gone) a speed activated indicator was to have been installed and also the Mildenhall Road has been top dressed but no work done on the flooding problems along the road. Cllr Frost said that he would speak with highways.
- 7.2. District Councillor.
 - 7.2.1.. Cllr Huggan mentioned that Forest Heath District Council has changed to a Cabinet System. Cabinet consists of seven councillors with most of the policy and decision being made by them. Cllr Huggan said that he had proposed several changes to the structure and that some had been adopted. There is now a new Chief Executive – Ian Gallin – who is shared with St Edmundsbury; a new system has been adopted for councillors’ allowances; district councillors will in future have a Locality Budget of £2,500. The Chairman asked about the sum of £38,000 being allocated for Cabinet – Cllr Huggan thought it was £30,000 and he voted against it; about the rubbish on the hard standing by the Fordham Road – unless a public health hazard FH cannot take any action – and planning decisions where the parish council objects – protocol is that if object against a recommendation then should go to committee.

7.3. Police.

7.3.1.. PCSO Hook mentioned that there had been three crimes over the last two months. The Chairman mentioned that with the removal of the build out and the proposed speed activated indicator not installed there was a noticeable increase in the speed of vehicles on Fordham Road.

8. Minutes:

8.1. The Minutes of the meeting held on 19th March 2012 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

9. Matters Arising not covered in the Agenda:

9.1. None.

10. Appointment of Council Representatives for 2012-2013:

10.1.1..SALC. Cllr Gibbs

10.1.2..Mildenhall and District Sick Poor Fund. Mr Nial Murphy

10.1.3..Freckenham Shores Charity. Cllrs Gibbs and Mrs Cornell.

10.1.4..Village Hall Committee. Cllr Wheeler.

10.1.5..Village Recorder. Mrs Sandie Geddes.

10.1.6..Mildenhall Community Partnership. Cllr Wheeler.

10.1.7..Mildenhall Road Footway Action Group. No longer meets.

10.1.8..Suffolk Hedgerow Survey. Cllr Gibbs.

11. Working Groups for 2012-2013:

11.1. The Working Groups were confirmed as:

11.1.1..Right of Way Improvement and Parish Plan (Freckenham 2000) –chaired by Cllr Barton.

11.1.2..Standing Orders and Code of Conduct – Cllr Wheeler and the Clerk.

11.1.3..Risk Assessment – Cllr Mrs Cornell and the Clerk

11.1.4..Neighbourhood Planning – to include Nick Woolley, Richard Tuke, Niall Martin. Clerk to inform David Beighton of Forest Heath District Council. Meet early autumn.

12. Planning:

12.1. Applications received:

12.1.1..Leabrook Farm Bungalow, Isleham Road – Erection of rear single storey extension, alterations to roof to provide habitable rooms in the loft space, including insertion of 2 dormer windows. Erection of conservatory to the side elevation and replacement detached double garage (Development affecting a Public Right of Way). ~ No objections.

12.2. Decisions:

12.2.1..Corner Stones, 1a Fordham Road: Erection of a pair of dwellings with double garage and erection of one detached dwelling (demolition of existing bungalow). ~ Approved, subject to conditions.

13. Annual Parish Meeting:

13.1. Cllr Pearson to be asked to follow up Emergency Planning arrangements for the parish. Mrs Tucker (23 Mildenhall Road) had volunteered to assist.

14. Highways Inspection:

14.1. The Chairman mentioned the increase in speeds following the removal of the build out on Fordham Road and he will get in touch with County highways over the speed indicator and drainage in Mildenhall Road.

15. Forest Heath District Council Parish and Town Forum:

15.1. It was noted that the next meeting is on 13th June in Freckenham village hall.

16. Councillor Training:

16.1. The Clerk had details of SALC training for the next year. Dates for new councillor training to be sent to Cllrs Pearson and Mrs Cornell. Cllr Gibbs preferred the evening courses to be held in September/October.

17. Section 137 Donations:

17.1. Following some discussion it was **resolved** to donate £70.00 each to the following charities being Suffolk Accident Rescue Service; East Anglian Air Ambulance; St Nicholas Hospice; Vitalise; Royal British Legion and West Suffolk Blind Association.

18. Financial Matters:

18.1. Approval was given to the payment of the following accounts-

18.1.1..£5.00 to Forest Heath District Council being rent for the recreation ground.

18.1.2..£28.56 to the Clerk being reimbursement for purchase of diesel.

18.1.3..£150.00 to SALC being the annual subscription to include two copies of The Local Councillor.

18.1.4..£133.47 to NFU Mutual being the annual insurance of the tractor and mower.

18.1.5..£100.00 to Mr Taylor-Whiffen for editing the Spring Parish Pump (paid in 2011-12 since the last meeting).

18.1.6..£116.58 to Gipping Press for printing the Spring Parish Pump (paid in 2011-12 since the last meeting).

18.1.7..£32.85 to Cllr Wheeler being reimbursement of mileage claim for attending the Coffee Caravan AGM.

18.2. The Clerk had circulated the accounts for 2011/2012 and the Statement of Accounts for External Audit and these were both approved.

18.3. Members completed the External Auditors Annual Governance Statement.

18.4. It was confirmed that the Clerk would be the Responsible Financial Officer for 2012-2013.

18.5. It was **resolved** that the Chairman should oversee internal financial control.

18.6. The Clerk reported that BDO LLP had been reappointed as External Auditor and that the charges had been amended to nil (from £144 including VAT) for a turnover of less than £10,000.

19. Working Group Report:

19.1. The Right of Way Improvement and Parish Plan (Freckenham 2000). Cllr Barton confirmed the proposal over a circular footpath over County Council land. He also mentioned that the proposal for a permissive path over Freckenham Estate from North Street to Isleham Road was progressing slowly.

19.2. Risk Assessment - The Clerk said that he would consider the assessment with Cllr Mrs Cornell.

19.3. Standing Orders and Code of Conduct. The Clerk mentioned that a new Code of Conduct was being proposed by government for introduction on 1st July but all the details were not yet available. The Clerk also mentioned that new Model Financial Standing Orders had not yet been produced.

20. Clerk's Report:

20.1. This had been circulated. The Clerk reported an update on the affordable housing application in Worlington. Cllr Gibbs considered that there could be improvement to the play area – with perhaps a fort or a bridge – and he undertook to investigate.

21. Correspondence Received:

21.1. None had been circulated.

22. Urgent Business:

22.1. None.

23. Next Meetings:

23.1. Provisional dates for the coming year:

<u>2012</u>	<u>2013</u>
23 rd July	14 th January
17 th September	11 th March
19 th November	13 th May (2013-2014 AGM)

Signed:

Date:

24. Present:

- 24.1. Councillors - D E Wheeler; L J Barton; P Gibbs; C Pearson.
- 24.2. In attendance – County Councillor Stephen Frost; District Councillor Tim Huggan; PC Helen Self; PCSO Jo Hook; the Clerk.

25. New Code of Conduct:

- 25.1. The Clerk had circulated a new Code of Conduct as required by S 26 to 37 of the Localism Act 2011. It was **resolved** that the new Code should be adopted as from 1st July 2012.

26. Apologies:

- 26.1. Cllr Mrs S Cornell

27. Declaration of Interest:

- 27.1. None.

28. Reports:

- 28.1. County Councillor.
 - 28.1.1..Cllr Frost with apologies for tardiness reported that he is assured that a speed activated indicator will be installed on the Fordham Road and will chase up on progress. He noted that a drain is subsiding on the Mildenhall Road. He promised to chase up Matthew Less over the fencing for the proposed circular path through Elms Farm. Cllr Gibbs confirmed that there was a Jubilee Fund to enhance outdoor play facilities and that he would register as required. Cllr Frost indicated that he could assist over meeting some of the costs of new equipment.
- 28.2. District Councillor.
 - 28.2.1..Cllr Huggan mentioned that Forest Heath District Council has introduced Locality Budget of £2,500 for each Member to be spent on furthering community projects. He proposes to meeting with a representative of the three parishes in his Ward two or three times a year to consider the equitable distribution of the budget. The shared services proposal with St Edmundsbury BC was progressing with the consideration of a single senior management structure. He reported that there had been a muddle over tendering for grass cutting in the district; that the Newmarket Journal is proposing to close its offices and that they are to be offered a room above the Tourist Information Centre; that the Standards Board for Suffolk is looking for younger and more county wide members. In response to a question he said that he had attended both Cabinet meetings and he feels that it is not working too well.
- 28.3. Police.
 - 28.3.1..PCSO Hook mentioned that over the last three months there had been a burglary, criminal damage and a theft from a vehicle. She also mentioned that she is leaving the service. PC Self said that the new arrangement is for Freckenham to come under PCSO Becky Simpson.

29. Minutes:

- 29.1. The Minutes of the meeting held on 21st May 2012 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

30. Matters Arising not covered in the Agenda:

- 30.1. None.

31. Planning:

31.1. Applications received:

31.1.1..Mill House, Chippenham Road ~ Erection of two storey side and rear extension, conservatory, carport and detached double garage with home office over. (Demolition of existing extensions and outbuildings). – No objections.

31.1.2..Lavrock House, North Street ~ Erection of new gates. – No objections.

31.2. Decisions:

31.2.1..Lavrock House, North Street: Erection of Orangery, cloakroom and Regency veranda to south elevation and various internal alterations). ~ Approved, subject to conditions.

31.3. The Clerk mentioned that there is an Early Day Motion in Parliament proposing that Parish and Town Councils should be given the right to appeal against Planning Authority decisions that are contrary to the Councils recommendation.

32. Annual Parish Meeting:

32.1. Cllr Pearson said that he is progressing with consideration over Emergency Planning.

33. Highways Inspection:

33.1. The Chairman mentioned that he has not heard from County highways over the proposed speed indicator and rumble strips on Fordham Road and drainage requirements in Mildenhall Road.

34. Councillor Training:

34.1. The Clerk had listed details of SALC training for the next year. Cllrs Pearson, Gibbs and Mrs Cornell to liaise over dates.

35. Recreation Ground and Bus Shelter:

35.1. The Chairman reported that Ron Cornell had decided not to continue with the mowing of the recreation ground as he is finding it too difficult. Geoff Dixon has agreed to take on this task.

35.2. The Clerk reported that there has been some vandalism to the bus shelter in The Street and that he has an estimated from Graham Sore of about £70 to undertake the repairs. This was approved.

35.3. Cllr Gibbs mentioned the Jubilee Fund for improvements to play area equipment and undertook to let the Clerk have the details.

36. Financial Matters:

36.1. Approval was given to the payment of the following accounts-

36.1.1..£106.25 to Hills Accounting Services for the Internal Audit.

36.1.2..£2.00 to Suffolk Preservation Society being the Annual Subscription for 2013.

36.1.3..£100.00 to Mr Taylor-Whiffen for editing the Summer Parish Pump.

36.1.4..£102.58 to Gipping Press for printing the Summer Parish Pump.

36.2. Free Resources Expenditure. **Resolved** that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure namely: £70.00 to each of Suffolk Accident Rescue Service; East Anglian Air Ambulance; St Nicholas Hospice; Vitalise; Royal British Legion and West Suffolk Blind Association.

36.3. The Clerk reported that he had received the Internal Audit Review for 2011-12 and that no points have been raised by the Internal Auditor.

38. Working Group Reports:

- 38.1. The Right of Way Improvement and Parish Plan (Freckenham 2000). Cllr Barton confirmed the proposal over a circular footpath over County Council land. He also mentioned that he has heard nothing further over the proposal for a permissive path over Freckenham Estate from North Street to Isleham Road. The Clerk to let Cllr Barton have details of the Freckenham 2000 report.
- 38.2. Risk Assessment - The Clerk said that he would consider the assessment with Cllr Mrs Cornell.
- 38.3. Standing Orders. The Clerk mentioned that the new Model Financial Standing Orders had not yet been produced. There is a Government proposal to amend the requirement that all payments have to be made by cheque with at least two Councillor signatures and the new Financial Standing Orders will be produced once the details are known.
- 38.4. Neighbourhood Planning. The Group to consist of Nicholas Woolley, Daryl Neal, Niall Martin, Cllrs Barton and Gibbs and the Clerk. The Clerk to set up a meeting with the Planning Authority and Suffolk Preservation Society.

39. Clerk's Report:

- 39.1. This had been circulated. The Clerk reported an update on the affordable housing application in Worlington.

40. Correspondence Received:

- 40.1. One item had been circulated. The Clerk reported on Forest Heath District Council's textile project and reminded that the next SALC area meeting was on 11th September in the village hall.

41. Urgent Business:

- 41.1. None.

42. Next Meetings:

- 42.1. Monday 1st October 2012 in the village hall at 7.00 pm.

Signed:

Date:

43. Present:

- 43.1. Councillors - D E Wheeler; L J Barton; P Gibbs; C Pearson; Mrs S Cornell.
- 43.2. In attendance – PC John Gowing; the Clerk.

44. Apologies:

- 44.1. None

45. Declaration of Interest:

- 45.1. Cllr Wheeler expenses claim.

46. Reports:

- 46.1. County Councillor.
 - 46.1.1..No report.
- 46.2. District Councillor.
 - 46.2.1..No report.
- 46.3. Police.
 - 46.3.1..PC Gowing mentioned that he had done two speed checks recently – no one booked. He reported that over the last three months there had been a house burglary, two burglaries from an outbuilding and an attempted theft of a motor vehicle.

47. Minutes:

- 47.1. The Minutes of the meeting held on 23rd July 2012 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

48. Matters Arising not covered in the Agenda:

- 48.1. None.

49. Planning:

- 49.1. Applications received:
 - 49.1.1..The Dell, Elms Road ~ Erection of car port/garage to side of property. No objections (dealt with by Chairman under delegated powers).
- 49.2. Decisions:
 - 49.2.1..The Dell, Elms Road ~ Erection of car port/garage to side of property. - Approved, subject to conditions.
- 49.3. The Clerk mentioned that he has a copy of the Five Villages Preservation Trust's response to Forest Heath District Council's housing proposals.

50. Emergency Planning:

- 50.1. Cllr Pearson said that has gathered information on Emergency Planning and would produce a draft for the next meeting.
- 50.2. The Chairman mentioned that there is a meeting in Mildenhall at 6.00 pm on 8th November on Emergency Planning – Cllrs Wheeler, Pearson and Gibbs proposed to attend.

51. Highways Inspection:

- 51.1. The Chairman mentioned that the post is in for the proposed speed indicator on Fordham Road and that he has had no response over the installation of rumble strips on the Fordham Road or drainage requirements in Mildenhall Road.
- 51.2. The Chairman to contact Cllr Frost over the annual highways inspection.

52. Councillor Training:

52.1. Cllrs Pearson, Gibbs and Mrs Cornell propose to attend the course on 19th and 26th January 2013.

53. SALC AGM:

53.1. The Clerk had circulated details of the AGM to be held on 12th November. Subject to receiving full details on the speaker and topic Cllrs Wheeler and Mrs Cornell and the Clerk hoped to attend.

54. Recreation Ground and Bus Shelter:

54.1. The Chairman reported that arrangement needed to be made over mowing of the grass area next to the bus shelter in The Street. It was agreed that this should be done by John Haste, who undertakes the mowing in the play area.

54.2. Cllr Gibbs mentioned that he had undertaken an inspection of the play equipment. Report to be sent to the Clerk.

54.3. Cllr Gibbs mentioned that the Jubilee Fund for improvements to play areas is now closed. The Chairman said that he has details of other funding opportunities.

55. Insurance:

55.1. The Clerk had circulated details for the insurance renewal on 1st October. It was **resolved** that the insurance should be renewed on the same basis as for 2011/12 at a cost of £1,012.20.

55.2. The Clerk to speak with Worlington over the insurance of the Speed Gun.

56. Financial Matters:

56.1. Approval was given to the payment of the following accounts-

56.1.1..£73.40 to G C Sore for repairs to the bus shelter.

56.1.2..£180.00 to BDO LLP for the External Audit 2011/12.

56.1.3..£1,012.20 to Suffolk Acre for Insurance for 2012/13.

56.1.4..£100.00 to P Taylor-Whiffen for editing the Autumn Parish Pump.

56.1.5..£64.14 to D E Wheeler being reimbursement of mowing expenses and mileage claim.

56.1.6..£1,403.25 to R J F Gillington being half year salary(net), reimbursement of SALC meeting expenses and purchase of diesel.

56.1.7..£334.80 to HMRC for PAYE.

56.2. The Clerk reported that he had received the External Audit Report for 2011-12 and that the only point raised was concerning rounding which gave a £1 variation.

57. Working Group Reports:

57.1. The Right of Way Improvement and Parish Plan (Freckenham 2000). Cllr Barton confirmed the proposal over a circular footpath over County Council land is progressing and that Mr Harrison has now cleared the route across his yard. The fencing should be undertaken in the earlier part of October. He also mentioned that he has heard nothing further over the proposal for a permissive path over Freckenham Estate from North Street to Isleham Road.

57.2. Risk Assessment - The Clerk said that he would consider the assessment with Cllr Mrs Cornell.

57.3. Standing Orders. The Clerk mentioned that the new Model Financial Standing Orders has not yet been produced.

57.4. Neighbourhood Planning. The Clerk has still to set up a meeting with the Planning Authority and Suffolk Preservation Society.

58. Clerk's Report:

58.1. This had been circulated.

58.1.1..The Clerk reported an update on the affordable housing application in Worlington.

58.1.2..It was **resolved** to purchase a Dog Waste Bin – Glasdon Fido 35 – for £134.98 on the understanding that Forest Heath District Council will empty at a charge of £2.65 per empty.

58.1.3..Light outages – Mildenhall Road and North Street (both permanently on); Mortimer Lane out again (worked for one night).

58.1.4..The Clerk has had a request from Moulton PC to share the Speed Gun. Agreed can be done subject to Worlington's views and agreement on sharing of cost.

58.1.5..The Clerk reported that he has entered the *Parish Pump* for the SALC newsletter of the year competition.

59. Correspondence Received:

59.1. Only correspondence received were 'thanks yous' from recipients of the Section 137 payments.

60. Urgent Business:

60.1. The Chairman reported that there has been a request from the Coffee Caravan for financial assistance as their support from Local Authorities has been reduced. A suggested contribution of £100 was made. Agreed that this should be considered at the next meeting.

61. Next Meeting:

61.1. The Chairman said that the village hall has agreed letting the hall on Mondays for Karate between 6.15 and 7.15 pm. It was agreed that future council meetings should start at 7.30 pm.

61.2. Monday 19th November 2012 in the village hall at 7.30 pm.

Signed:

Date:

62. Present:

- 62.1. Councillors - D E Wheeler; L J Barton; P Gibbs; C Pearson; Mrs S Cornell.
- 62.2. In attendance – District Councillor Tim Huggan; the Clerk.

63. Apologies:

- 63.1. None

64. Declaration of Interest:

- 64.1. Cllr Wheeler expenses claim. Cllr Barton SHLAA consideration.

65. Reports:

- 65.1. County Councillor.
 - 65.1.1..No report.
- 65.2. District Councillor.
 - 65.2.1..Cllr Huggan mentioned that he felt that Forest Heath should be proactive on the planning consultation concerning the increase in the size of extensions allowed under permitted development, but this was not agreed; that following his proposals concerning the regeneration of the market in Newmarket the market has been full over the last few weeks; that he is concerned about the progress over increased broadband speeds and that he will shortly produce a leaflet concerning district council locality budgets. The Chairman enquired about the functioning of the Cabinet structure. Cllr Huggan considered that it has not settled in too well and that comments made by attendees at the Cabinet meetings did not tend to be acted on.
- 65.3. Police.
 - 65.3.1..No report. The Clerk mentioned a series of shed burglaries in Fordham Road and that a new PCSO (David Cowen) will be taking over at the end of January.

66. Minutes:

- 66.1. The Minutes of the meeting held on 1st October 2012 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

67. Matters Arising not covered in the Agenda:

- 67.1. None.

68. Planning:

- 68.1. Applications received:
 - 68.1.1..15 Mildenhall Road ~ Erection of side and rear single story extension. No objections.
- 68.2. Decisions:
 - 68.2.1..Mill House Chippenham Road ~ Erection of two storey side and rear extension, conservatory, carport and detached double garage with home office over. (Demolition of existing extensions and outbuildings). Approved subject to conditions.
- 68.3. Members noted that the Strategic Housing Land Availability Assessment (SHLAA) Review Report for 2012 has been published.
- 68.4. Members noted that the Forest Heath District Council and St Edmundsbury Borough Council Joint Development Management Policies Submission Consultation Document is open for comments before 14th December 2012.

69. Emergency Planning:

69.1. Cllr Pearson said that he has gathered information and advice on Emergency Planning and would produce a draft proposal for the next meeting.

70. Highways Inspection:

70.1. The Chairman mentioned that he would be undertaking the annual highways inspection on Wednesday 28th November. Cllr Barton will attend.

71. Councillor Training:

71.1. Cllrs Pearson and Mrs Cornell have attended SALC courses at Red Lodge. Cllr Gibbs will attend one of the SALC courses at Claydon – date to be confirmed.

72. SALC:

72.1. The Chairman reported on the AGM held on 12th November. He displayed a certificate to show that the *Parish Pump* was judged as a joint runner-up for the small villages' category.

72.2. The next area meeting is on 27th November – Cllrs Wheeler and Mrs Cornell and the Clerk to attend.

73. Recreation Ground and Bus Shelter:

73.1. Cllr Barton said that he would undertake an inspection of the play equipment shortly.

73.2. Cllr Gibbs mentioned that he has had no responses to his request for suggestions for new play equipment. He said that he will talk with the parents of other children in the village and put forward a proposal in the next *Parish Pump*.

73.3. Cllr Mrs Cornell said that she and her husband had emptied the rubbish bin on the recreation ground and found that the bin has fallen apart. The Clerk to get quotations for a replacement bin.

74. Forest Heath Town and Parish Forum:

74.1. It was noted that the next meeting is on 22nd January 2013.

75. Financial Matters:

75.1. Members considered a request from the Rural Coffee Caravan Information Project and **resolved** to make a donation of £100.00.

75.2. Members considered whether to make a donation to the Brandon and Mildenhall CAB and/or the Newmarket CAB. It was **resolved** to donate £110.00 to each.

75.3. Approval was given to the payment of the following accounts-

75.3.1..£165.91 to Glasdon UK Ltd for a dog fouling bin.

75.3.2..£170.24 to Gipping Press for printing the autumn *Parish Pump*.

75.3.3..£24.00 to SALC for attendance at the AGM.

75.3.4..£82.80 to Playsafety Ltd for the annual inspection of the play equipment.

75.3.5..£100.00 to P Taylor-Whiffen for editing the Winter *Parish Pump*.

75.3.6..£27.00 to Cllr D E Wheeler being a mileage claim to SALC AGM.

75.3.7..£110.00 to Brandon and Mildenhall CAB (Section 142).

75.3.8..£110.00 to Newmarket CAB (Section 142).

75.4. Free Resources Expenditure. **Resolved** that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure namely: £100.00 to the Rural Coffee Caravan Information Project.

75.5. The Clerk had circulated a draft budget for 2013/14. This was considered and will be further reviewed at the January meeting.

76. Working Group Reports:

- 76.1. The Right of Way Improvement. Cllr Barton confirmed the proposal over a circular footpath over County Council land is slowly progressing. He also mentioned that he has heard little further over the proposal for a permissive path over Freckenham Estate from North Street to Isleham Road.
- 76.2. Risk Assessment - The Clerk said that he has given a copy of the 2011/12 assessment to Cllr Mrs Cornell and that they would be considering any amendments for 2012/13.
- 76.3. Standing Orders. The Clerk mentioned that the new Model Financial Standing Orders has not yet been produced.
- 76.4. Neighbourhood Planning. The Clerk has still to set up a meeting with the Planning Authority and Suffolk Preservation Society with members of the working group.

77. Clerk's Report:

- 77.1. This had been circulated.
- 77.1.1..The Clerk reported that he has been in touch with Viridor over a visit to Great Blakenham and is awaiting a response.
- 77.1.2..Light outages – Mortimer Lane and North Street.

78. Correspondence Received:

- 78.1. None circulated.

79. Urgent Business:

- 79.1. None.

80. Next Meeting:

- 80.1. Monday 14th January 2013 in the village hall at 7.30 pm.

Signed:

Date:

81. Present:

- 81.1. Councillors - D E Wheeler (Chairman); L J Barton; P Gibbs; C Pearson.
- 81.2. In attendance – District Councillor Tim Huggan; the Clerk.

82. Apologies:

- 82.1. Cllr Mrs S Cornell; Suffolk Constabulary.

83. Declaration of Interest:

- 83.1. None.

84. Reports:

- 84.1. County Councillor.
 - 84.1.1..No report.
- 84.2. District Councillor.
 - 84.2.1..Cllr Huggan mentioned that he felt that Forest Heath should have been proactive on the planning consultation concerning the increase in the size of extensions allowed under permitted development; that he has been pressing for a marketing plan for the empty industrial units owned by Forest Heath; that the localisation of council tax and business rates is shortly to be discussed at full council and that he is organising a meeting to consider the possible distribution of his locality budget [the Chairman to attend on behalf of the council].
- 84.3. Police.
 - 84.3.1..No report.

85. Minutes:

- 85.1. The Minutes of the meeting held on 26th November 2012 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

86. Matters Arising not covered in the Agenda:

- 86.1. None.

87. Planning:

- 87.1. Applications received:
 - 87.1.1..None.
- 87.2. Decisions:
 - 87.2.1..15 Mildenhall Road ~ Erection of side and rear single story extension.
Approved subject to conditions.

88. Emergency Planning:

- 88.1. Cllr Pearson said that he has gathered information and advice on Emergency Planning and is attending a meeting on 22nd January.

89. Highways Inspection:

- 89.1. The Chairman mentioned that the annual highways inspection was undertaken on Wednesday 28th November and that he is still waiting for the minutes.

90. Councillor Training:

- 90.1. Cllr Pearson attended one and Cllr Mrs Cornell two SALC courses at Red Lodge. Cllr Gibbs will attend one of the SALC courses at Claydon – probably in March.

91. SALC:

91.1. The next area meeting is on Wednesday 13th March at 7.00 pm at Freckenham village hall.

92. Recreation Ground and Bus Shelter:

- 92.1. Cllr Barton said that he would undertake an inspection of the play equipment shortly.
- 92.2. Cllr Gibbs mentioned that he has had three responses to his request for suggestions for new play equipment. He said that he will meet with these three to consider the options. It was suggested that this could be an item on the Parish Meeting agenda.
- 92.3. The Clerk reported with quotations for a replacement bin. It was agreed that a yellow 57 litre bin should be purchased from Cupboards Direct for £127.50.

93. Forest Heath Town and Parish Forum:

93.1. It was noted that the next meeting is on 22nd January 2013 at Red Lodge Millennium Centre.

94. Financial Matters:

- 94.1. Approval was given to the payment of the following accounts-
- 94.1.1..£86.00 to SLCC being Clerks annual membership fee.
 - 94.1.2..£214.58 to Gipping Press for printing the winter *Parish Pump*.
 - 94.1.3..£24.00 to SALC for the Clerk's attendance at an advanced web site course.
 - 94.1.4..£61.42 to RJF Gillington being reimbursement for parts for the tractor and diesel.
 - 94.1.5..£380.00 to The Great Outdoors for mowing the play area in 2012.
- 94.2. The Clerk had circulated the revised draft budget for 2013/14. This was considered and it was **resolved** that the Precept for 2013-14 should be £8,500. It was noted that because of the localisation of benefit changes there will be a Compensating Grant from Forest Heath District Council of £453.55.

95. Working Group Reports:

- 95.1. The Right of Way Improvement. Cllr Barton confirmed the proposal over a circular footpath over County Council land is still progressing slowly. He also mentioned that he has heard little further over the proposal for a permissive path over Freckenham Estate from North Street to Isleham Road. He also confirmed that he had heard nothing further about possible access to the woodland at the end of North Street.
- 95.2. Risk Assessment - The Clerk said that he has given a copy of the 2011/12 assessment to Cllr Mrs Cornell and that they would be considering any amendments for 2012/13.
- 95.3. Standing Orders. The Clerk mentioned that a draft new Model Financial Standing Orders has just been produced. The Chairman and the Clerk to consider.
- 95.4. Neighbourhood Planning. The Clerk has spoken with the Planning Authority and Suffolk Preservation Society. The Preservation Society now only has a part time director and is no longer willing to get involved. The Planning Authority will attend a meeting with members of the working group to discuss the process.

96. Clerk's Report:

- 96.1. This had been circulated.
- 96.1.1..The Clerk reported that he has been in touch with Viridor over a visit to Great Blakenham. Groups must consist of between 8 and 10 and visits should be on a Tuesday, Wednesday or Thursday. Thursday was considered best. The Clerk to organise for the spring.
 - 96.1.2..Light outages – Mortimer Lane, Mildenhall Road and North Street.

97. Correspondence Received:

97.1. None circulated.

98. Urgent Business:

98.1. None.

99. Next Meeting:

99.1. Monday 11th March 2013 in the village hall at 7.30 pm.

Signed:

Date:

100. Present:

- 100.1. Councillors - D E Wheeler (Chairman); L J Barton; P Gibbs; C Pearson; Mrs S Cornell
- 100.2. In attendance – The Clerk.

101. Apologies:

- 101.1. County Councillor Stephen Frost.

102. Declaration of Interest:

- 102.1. Cllr Mrs Cornell over low cost housing at Worlington.

103. Reports:

- 103.1. County Councillor.
 - 103.1.1.. No report.
- 103.2. District Councillor.
 - 103.2.1.. No report.
- 103.3. Police.
 - 103.3.1.. No report.

104. Minutes:

- 104.1. The Minutes of the meeting held on 14th January 2013 had been previously circulated. The minutes were confirmed as a correct record and signed by the Chairman.

105. Matters Arising not covered in the Agenda:

- 105.1. None.

106. Planning:

- 106.1. Applications received:
 - 106.1.1.. None.
- 106.2. Decisions:
 - 106.2.1.. None.

107. Emergency Planning:

- 107.1. Cllr Pearson read out a draft of his Emergency Plan. To be typed up and circulation prior to the next meeting. Consideration was given to having a defibrillator at the Golden Boar.

108. Highways Inspection:

- 108.1. The Chairman mentioned and that he is still waiting for the minutes of the annual highways inspection that was undertaken on Wednesday 28th November.

109. Annual Parish Meeting:

- 109.1. Following some discussion possible topics for the meeting could be Recreation Ground improvements; Emergency plan; local Police Inspector and future of the phone box. Suggested date was 2nd May at 7.00 pm.

110. Councillor Training:

110.1. Cllr Pearson attended two and Cllr Mrs Cornell four SALC courses at Red Lodge. Cllr Gibbs will attend one series of the SALC courses at Claydon and Cllr Pearson will attend the courses that he was unable to attend.

111. Recreation Ground and Bus Shelter:

- 111.1. Cllr Barton said that he would undertake an inspection of the play equipment shortly.
- 111.2. Cllr Gibbs said that he has had no follow through over improvements and would introduce this item at the Parish Meeting.
- 111.3. The Clerk reported that the new waste bin has been delivered.

112. Community Action Suffolk:

- 112.1. The Clerk had circulated information about the formation of Community Action Suffolk which includes Suffolk ACRE. It was **resolved** to join at an annual subscription of £30.00.

113. Financial Matters:

- 113.1. Approval was given to the payment of the following accounts-
 - 113.1.1.. £2,142.97 to Suffolk County Council being maintenance and energy charge for the street lights for 2012/13.
 - 113.1.2.. £1,619.35 to the Clerk being his half year salary; expenses for 2012/13 and reimbursement for the purchase of the new waste bin.
 - 113.1.3.. £334.80 to HMRC being PAYE.
 - 113.1.4.. £129.60 to G C Sore for the installation of the picnic table, seat and notice boards on the recreation ground.
- 113.2. Free Resources Expenditure. **Resolved** that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure namely: £30.00 to Community Action Suffolk.

114. Working Group Reports:

- 114.1. The Right of Way Improvement. Cllr Barton confirmed the proposal over a circular footpath over County Council land is with their legal department. He also mentioned that he has heard that Freckenham Estate does not wish to grant a permissive path from North Street to Isleham Road. He also confirmed that he had heard nothing further about possible access to the woodland at the end of North Street.
- 114.2. Risk Assessment - The Clerk said that he and Cllr Mrs Cornell have considered the Risk Assessment in detail and identified two items of medium risk being the provision of adequate insurance (which is considered each September) and the failure by Councillors to correctly maintain their Register of Interests and Gifts.
- 114.3. Standing Orders. The Clerk mentioned that a draft new Model Financial Standing Orders is still awaited.
- 114.4. Neighbourhood Planning. The Clerk reported that he has suggested various dates for a meeting but as yet has been unable to find one when all can attend.

115. Clerk's Report:

- 115.1. This had been circulated.
 - 115.1.1.. Cllr Mrs Cornell mentioned that her son and her niece and fiancée had applied for the new houses at Worlington but neither has received an encouraging response. The Clerk to speak with Forest Heath District Council and the Housing Association.

115.1.2.. The Clerk will organise the visit to Viridor at Great Blakenham when the weather has improved.

115.1.3.. Light outages – Mortimer Lane, Mildenhall Road, The Street and North Street.

116. Correspondence Received:

116.1. None circulated.

117. Urgent Business:

117.1. The Chairman mentioned about Moulton PC and their correspondence over PAYE. Agreed that the Chairman could support their campaign.

117.2. Cllr Barton produced an analysis of the response to broadband speeds in the village. Agreed that these could be forwarded to Cllr Bee at Suffolk County Council.

117.3. An expenditure of about £20.00 by Cllr Barton for the necessary ironwork to re-erect the signpost on the corner of Chippenham Road and Fordham Road was agreed.

117.4. Cllr Mrs Cornell raised a query about the future of the telephone box in The Street. The Chairman explained that the council had turned down the opportunity of purchasing the box because of the annual running costs.

118. Next Meeting:

118.1. Monday 13th May 2013 in the village hall at 7.30 pm.

Signed:

Date: