

Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 18th April 2023 in the Village Hall

- Present:** Cllr Simon Garrod (Chair), Cllr Mark Tavenor, Cllr Ken Sparkes, Cllr David Simpson
- In attendance:** SCC & MSDC Cllr Penny Otton
Isabelle Reece (Clerk & RFO)
- Apologies:** Cllr Paul Jell
- 2022/151** **Welcome & To receive apologies** – Cllr Garrod welcomed everyone to the meeting & received apologies from Cllr Jell
- 2022/152** **Declarations of Interest and requests for dispensation** – No interests were declared & there were no requests for dispensation.
- 2022/153** **Minutes of Parish Council Meeting** – The minutes from the Meeting of the Parish Council on 21st March 2023 were considered, approved & signed as a true record
- 2022/154** **County & District Cllr Penny Otton** – Cllr Otton's report to the Parish Council had been received & was noted. Cllr Otton reported that work was to be done on vegetation clearing at The Orchard to alleviate visibility & parking difficulties and undertook to monitor the outcome. She also confirmed that she was retiring from Mid Suffolk District Council after thirty-two years' service. It was also noted that Cllrs Simpson & Tavenor were not standing for re-election. Cllr Garrod proposed a vote of thanks for all three Councillors, which was seconded by Cllr Kearney and unanimously and enthusiastically **AGREED**. Cllr Otton will continue as Felsham's County Councillor
- 2022/155** **Public Forum** – There were no members of the public in attendance
- 2022/156** **Clerk's Report** – The Clerk's Report was received
- 2022/157** **Finance & Governance**
- a. The Financial Report was received & noted
 - b. Approval of the Clerk's Salary was deferred until the May meeting for administrative reasons; Orders totalling £492.02 were approved (Street Lighting - £251.01, SALC Subs - £241.01)
 - c. The Asset Register was reviewed & approved, with modifications to the Insurance provisions to be effected
 - d. The Risk Register was reviewed & approved
 - e. The Internal Audit Plan & Terms were reviewed & approved
 - f. Mr Andrew Conquest was appointed as Internal Auditor for 2022-23
- 2022/158** **Planning**
- a. No Applications had been received since the issue of the Agenda
 - b. The following Decisions were noted:
 - DC/23/00640** – Land Behind Six Bells, 2 detached dwellings **REFUSED**
 - DC/23/01394** – Plot 2, Land adjacent to Mausoleum House **GRANTED**
 - c. There were no other Planning Matters
- 2022/159** **Village Maintenance:**
- a. The Tree Officer reported that guard rails would be needed for trees on the Green, at a cost in the region of £150.00; Cllr Sparkes reported a dangerously precarious tree following high winds, in Bury Road – **ACTION** Cllr Sparkes to have a quiet word with the landowner

- b. 1 of the 3 benches had been cleaned so far; there was no update on the Playing Field Cutting arrangements; other grass had not been cut in accordance with agreed specifications – **ACTION** the Clerk was instructed to contact the contractor

2022/160 Conservation Area:

- a. The Conservation Officer had nothing to Report
b. Nothing was reported

2022/161 Footpaths:

- a. The Tree Officer reported that the paths were all reasonably passable owing to the lower recent rainfall; a parishioner had confirmed plans for continued maintenance of vegetation in fields adjacent to the Footpaths
b. The new way marker posts had arrived

2022/162 Correspondence – A House Swap Request was considered, with no objections raised

2022/163 Local Housing Needs Survey – Cllr Simpson had not yet contacted the new Officer: since he is no longer eligible to stand as a Parish Councillor in Felsham the New Council will appoint someone to assume his responsibility in this area

2022/164 Village Sign – The brick with flint infill design for the base was **AGREED. ACTION** – Cllr Simpson will draft a Planning Application

2022/165 Matters to be brought to the attention of the Council – Cllr Sparkes: reported an accumulation of rubbish at a Council owned property in Bury Road; Cllr Simpson: the VAS equipment requires a new 'home' **ACTION** – Cllrs Simpson & Tavernor to contact prospective parishioners; Clerk: Invitations to the Annual Parish Meeting had been sent: **ACTION** – Cllr Tavernor will arrange articles & notice for F & G Village News & facebook; Clerk: The usual Co-option process will not apply after the election

2022/166 To confirm the date of the next Meeting: - The Annual Parish Meeting, immediately followed by the First Meeting of the New Council on Tuesday 16th May 2023 at 7.00pm

The Meeting was closed by Cllr Garrod at 20.43hrs

Signed_____ Chairman Dated_____