

Felsham Parish Council

Draft Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 15th November 2022 in the Village Hall

Present: Cllr Simon Garrod (Chair), Cllr David Simpson, Cllr Mark Tavenor, Cllr Paul Jell
In attendance: SCC & MSDC Cllr Penny Otton
Isabelle Reece (Clerk & RFO)
Apologies: Cllr Ken Sparkes, Cllr Paul Kearney

- 2022/071 Welcome & To receive apologies** – Cllr Garrod welcomed everyone to the meeting and received apologies from Cllrs Kearney & Sparkes
- 2022/072 Declarations of Interest and requests for dispensation** – No interests were declared & there were no requests for dispensation.
- 2022/073 Minutes of Parish Council Meeting** – The minutes from the Meeting of the Parish Council on 18th October 2022 were considered, approved & signed as a true record
- 2022/074 County & District Cllr Penny Otton** – Cllr Otton's report to the Parish Council had been received & was noted – and forms part of these minutes below. Cllr Otton highlighted: the 'cost of living crisis' help available; work continues on the BMSDCs' Joint Local Plan, which is still far from complete
- 2022/075 Public Forum** – No members of the public were in attendance
- 2022/076 Clerk's report**

Clerk & RFO report for 15th November 2022 PC meeting (Position at 14th November 2022)

1. Financial statement

Treasurer's Account balance as per bank statement: 14th November	£11,178.62
Business Savings Account balance per bank statement: 14th November	£12,183.28
Balance	£23,361.90
Unpaid orders requested for approval	£
Unpresented approved payments	(£33.35)
Unpresented receipts	£
Net Balance (assuming approval of orders requested)	£23,328.55

2. Orders requested for approval

Payments to be made	Date	Sum
Total		£

3. Unpresented approved items

Item	Cheque	
Office Needs – Printer ink & punched pockets (Account details not verified see note 11)		£33.35
Total		£33.35

4. Receipts since last report

Interest £1.30

5. Bank reconciliation

Cash book opening balance 1st April 2022 £19,160.54
Receipts (2 x Precept payments; interest) £6,949.15

Treasurer's A/C payments £2781.14
Cash book balance: £23,328.55

6. Action Status Report

Action		(Minute ref)	Status	Notes
Gain initial access to HMRC Account			completed	see note 11.1 below
Resumption of Payroll with HMRC SEE NOTE 11 below			in progress	clerk has tutorial appointment 21/11
VAT Claim			started	
Vegetation of overgrowth Meadow Close			in progress	
Reporting of missing footpath signs			In progress	1 reported
Updating of info with outside bodies			In progress	
Update Cllrs' Register of Interests			not started	Cllr asked to check

7. Correspondence

Every week lots of organizations, like the Public Sector Exec, CAS etc, send out info on zoom meetings/webinars/conferences etc inviting people to 'attend'. Do councillors want me to forward them all?

BMSDC Town & Parish update now linked to website

Cllr Otton's Report

SCC – Fire Service Consultation

BMSDC - Preliminary information for precept 2023-24; Updated Register of Electors – request submitted; Planning Notice – Tree Works; Bin Lorry Naming Competition;

CAS – Newsletter; Warm Rooms

SALC – National Pay Awards; *Local Councillor* e-zine

Suffolk Climate Change partnership Thermal Imaging Camera – update: working on an online booking system which will soon go live

Transport East – Rural Mobility Survey **ACTION:** Cllr Simpson to investigate & make a submission

CAB – Request for Donation **ACTION:** Charity donations to be included for consideration in next Budget

8. Police Report

<https://www.police.uk/pu/your-area/suffolk-constabulary/stowmarket/?tab=crimemap>

<https://www.suffolk.police.uk/your-area/snt-newsletters-sept-2022>

No crimes reported in Felsham since August (latest available data)

9. Other Matters to report

- 1 Further unforeseen problems accessing the HMRC account. Completely new to Payroll reporting, the Clerk has had to seek outside guidance to deal with the year-long backlog and its implications. This will delay payment of Clerk's salary for another month. It is requested that the Clerk be authorized to make whatever overdue necessary payments to HMRC so as to avoid incurring additional penalties. **GRANTED**
2. The payment to Office Needs authorized at the last meeting has not yet been made: New payee needs to be added and account details not yet verified

2022/077 Finance & Governance

- a. **To approve orders requested for payment**, including: Clerk's Salary July to September (£637.80) – **DEFERRED** until HMRC Payroll update complete

2022/078 Planning

- i. **To consider any applications received** – no Applications had been received
- ii. **To note any decisions made by MSDC** – DC/22/04398 – Application granted
- iii. **Any other Planning Matters** – Pre-Application communication from a parishioner: Council to consider the potential impact on the Conservation Area

2022/079 Village Maintenance:

- a. Report from Tree Officer – Further tree works had been completed in the Churchyard, including the removal of dangerous and the salvaging of damaged

trees; replacement work will take place during next year's planting season (November 2023-March 2024), including a tree donated by a bishop

- b. To review management of parish green spaces & to discuss environmentally friendly modifications to the mowing regime – Cllr Tavernor submitted a report with some suggestions for modifications to mowing – **ACTION:** Clerk to contact present contractors to test specifications & gain quotes

2022/080 Conservation Area:

- a. Report from Conservation Officer Nothing further reported
- b. To consider any matters reported – nothing reported

2022/081 Footpaths:

- a. Report from Footpath Officer – nothing to report
- b. Nothing reported

2022/082 Correspondence – The Clerk will confirm receipt of and express thanks for the VAS as gift from Buxhall Parish Council

2022/083 Local Housing Needs Survey – no update available

2022/084 Village Sign Update – none available

2022/085 Matters to be brought to the attention of the council – The Clerk requested clarification on Felsham's customary budgetting process: the Clerk is requested to prepare a budget for consideration by Council

2022/086 To confirm date of next Meeting – Tuesday 20th December 7.30pm

The meeting was closed by Cllr Garrod at 20.30hrs

SCC & MSDC Cllr Penny Otton's Report (November)

Divisions: THEDWASTRE STH

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[For information on local support during the Cost-of-Living Crisis, visit:](#)

www.suffolk.gov.uk/CostOfLiving

Latest SCC COVID information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

[For information on supporting Ukrainian refugees in Suffolk, email: \[refugeesupport@suffolk.gov.uk\]\(mailto:refugeesupport@suffolk.gov.uk\) or \[ukrainesupport@communityactionsuffolk.org.uk\]\(mailto:ukrainesupport@communityactionsuffolk.org.uk\)](#)

[Cost of Living Budget Survey – SCC Open up for your thoughts](#)

SCC has released a survey to local residents, asking for their thoughts on the upcoming 2023/24 budget. A summary of responses will be considered when deciding how to spend your money. With inflationary pressures, our Group expects government to seek spending cuts – meaning public services could be cut and council Reserves may have to be used.

[For a link to the online survey, click here: https://www.smartsurvey.co.uk/s/7BQY0J/](https://www.smartsurvey.co.uk/s/7BQY0J/)

[Cost-of-Living Leaflet: Updated to Show Support](#)

Over 85,000 leaflets, highlighting information and guidance during the crisis, were distributed amongst Suffolk communities. The leaflet shows all the help Suffolk offers with finances and household expenses, as well as how to stay warm this winter. Our Group strongly suggest anyone vulnerable to take a look at how Suffolk can help.

[For a link to the leaflet, click here: https://suffolk.pagetiger.com/cost-of-living-support/scc1](https://suffolk.pagetiger.com/cost-of-living-support/scc1)

SCC's Launch of 'Winter Matters' Campaign

SCC have launched their Winter Matters campaign, which aims to help ease the pressures of winter for Suffolk residents. This is a signposting campaign that centres around five key themes: Finances, Safety, Environment, Health and Wellbeing, and Highways.

For more information and advice on how SCC can support you during winter, visit: www.suffolk.gov.uk/wintermatters

Full Council – 20th October – GLI Motion

Suffolk GLI submitted a motion calling for Suffolk County Council to reject the idea of an “Anti-Growth Coalition”. The term, coined by former PM Liz Truss, suggests anyone who criticised the government’s economic policy was part of a coordinated group against growing our economy.

Our Group wanted Suffolk County Council to denounce this term and acknowledge the importance in different opinions – including the view that growth should consider social responsibilities, community voices, sound financial policy, and environmental limits. Something we believed this government was not adhering to.

The Conservatives voted against our motion, however we still feel it is important that our local authorities reject untruthful and divisive claims made by a Prime Minister.

A14 WORK ON CONCRETE SECTION. I forwarded details of the public meetings, but email highways England to say I was disappointed at the very short notice given. This will be a major project lasting many months and residents needed to know the details of any diversions, particularly where they could impact on the villages.

BUSES; I will be at the meeting in Woolpit with other parishes to discuss the number of cuts to bus service.

LIBRARIES; as from 8th November Suffolk libraries will be provide a warm space with hot drinks for anyone.

MIDSUFFOLK

JOHN PEEL CENTRE; this can now be extended into 11 market place.

TENANTS SURVEY; tenants will be able to give information or concerns on a series of surveys by phone, email, text.

LOCAL PLAN; timetable agreed to go to inspectors ,

NEW ECO BIN LORRIES; council will be buying 22 new eco bin lorries; there is a compition to name them

HEDGE AT THE ORCHARD; I,ll report to mid suffolk

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Website - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)