

# Felsham Parish Council

## Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 12th September 2023 in the Village Hall

**Present:** Cllr Simon Garrod (Chair), Cllr Ken Sparkes, Cllr, Mark Tavenor,  
Cllr Jason Stringer (Co-opted at Item 2023/059c)

**In attendance:** SCC Cllr Penny Otton  
Miss Isabelle Reece (Clerk & RFO)

**Apologies:** MSDC Cllr Nicky Willshire, Cllr Paul Kearney

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**2023/053 Welcome & to receive apologies for absence** - Cllr Garrod welcomed everyone to the meeting and received apologies from Cllr Willshire

**2023/054 Declarations of Interest and requests for dispensation** – Cllr Sparkes for the Felsham Charity

**2023/055 Minutes of previous Parish Council Meeting** – With two amendments to Item 2023/045b, the Minutes of the Parish Council meeting of 25th July 2023 were considered, **APPROVED**, and signed by Cllr Garrod as a true record. Item 2023/045b amended to: Cllr Tavenor noted that TGS had been mowing well as per the new specifications; with experimental 'layering' of heights **by Cllr Tavenor**; and reported that he had sown grass suppressing *yellow rattle* seed **on Lower Green**, to favour the establishment of a greater variety of wild flowers

**2023/056 To receive reports from SCC & MSDC Cllrs**

**a. SCC Cllr Penny Otton** – Cllr Otton's report, previously circulated, was noted and is available on this website. She highlighted the thwarting by SCC Leadership of her Group's attempts to bring about a reduction in speed limits; also road closures & weight restrictions; and her support for a funding application on behalf of Felsham Village Hall. Cllr Otton also asked if a Member of the Council liaised with the Rattlesden Gliding Club: Cllr Garrod confirmed that Cllr Kearney did so

**b. MSDC Cllr Nicky Willshire** – Cllr Willshire's Report, previously circulated, was noted and is available on this website.

**2023/057 Public Forum**

No member of the public made representation to the Council

**2023/058 Clerk's report** – the Clerk had investigated Quiet Lanes and circulated information; written to the property owner regarding overhanging vegetation; requested further information regarding the Bank Mandate & still working on suitable Appraisal materials & a VAT Refund

**2023/059 Finance & Governance**

**a. To receive a financial update** – the Clerk had circulated a Financial Report; Cllr Tavenor verified & signed the Bank Reconciliation

**b. Orders requested for payment** – The Clerk only submitted one month's payslip & TGS had not yet submitted invoice. Orders of MSDC Election Expenses £131.75 and Clerk's Salary £217.00, were **APPROVED** for payment

**c. To consider co-option of new Parish Councillor** – proposed by Cllr Sparkes and seconded by Cllr Garrod, it was **RESOLVED** to co-opt Mr Jason Stringer onto The Council; whereupon he duly signed the Declaration of Acceptance of Office and joined the Meeting

**d. To consider any other urgent Finance & Governance Matters** – there were no other urgent Finance & Governance Matters

**2023/060 Planning**

**a. To consider Applications DC/23/03662** Brindlewood, Dakings Lane Felsham – Conversion of Barn to Dwelling & **DC/23/04095** Monks Park Cottage, Cockfield Rd, Felsham – Listed B Consent Renovations & alterations internal walls, doors & windows – **NO COMMENTS**

**There had been no Planning Applications since the issue of this Agenda**

**c. The following Decisions were NOTED:** DC/23/13166 Castle Farm Brettenham Rd, Discharge of Conditions re Newts; DC/23/02833 & DC/02384 The Old Rectory Church Rd, Glass & Pool Houses, reconstruction Tennis Court, change of land use

**c. To note any decisions received since the issue of this Agenda** – none had been received

**d. To consider any other planning matters** – there was nothing further to consider

**2023/061 Village Maintenance**

**a. To receive a report from the Tree Officer** – nothing reported

**b. To consider matters reported & updates** – Cllr Tavernor reported that he had 'topped' Lower Green and would like to consider a further modification to the cutting regime for next year

**2023/062 Conservation Area**

**a. To receive a report from the Conservation Office** – nothing reported

**b. To consider any matters reported** – nothing reported

**2023/063 Highways & Footpaths**

**a. To receive a report from the Footpath Officer** – nothing to report

**b. To consider any matters reported** – Cllr Sparkes reported vegetation overgrowth of Footpath 7 between Bury Road & Lower Green

**c. To consider 'Quiet Lanes' Information** – the evidence indicated that it would not be beneficial to instigate an application for any *Quiet Lanes* at this time: the Clerk suggested a *Community Speed Watch Group*; Cllr Stringer expressed interest in the role of Co-ordinator **ACTION** – Clerk to investigate, with a view to arranging a Site Assessment

**2023/064 Correspondence** – no further action necessary. Cllr Tavernor remarked on the volume of correspondence, which seemed to have increased notably in the last two years. The Clerk confirmed that she did a great deal of 'sifting': but it is not the sole prerogative of the Clerk to decide on what is important

**2023/065 Local Housing Needs** – Cllr Sparkes had conducted a 'Walkaround' with the local Housing Enablement Officer: two potential sites had been identified, one of which was on the original Parish Plan; Cllrs Sparkes & Garrod had agreed to meet with Hastoe Housing; Community Land Trusts were mentioned **ACTIONS** – Cllrs Garrod & Sparkes to confirm a date with Hastoe; Clerk to contact a nearby parish with experience of setting up CLTs

**2023/066 Village Sign** – Cllr Sparkes confirmed that a parishioner previously consulted would be unable to produce the drawings required for a Planning Application **ACTION** – Cllr Sparkes to liaise with Cllr Kearney for this task

**2023/067 Matters to be brought to the attention of the council/future agenda items** – additional street lighting in a specific part of the Village

**2023/068 To confirm date of the next Meeting** – Tuesday 17th October The Clerk also reported that Babergh District Council (of which she is a Member) has changed from its previously regular schedule of the fourth Tuesday of the month to alternating between the third and fourth Tuesday. She suggested it might be better to avoid such irregularity for Felsham by moving to the second Tuesday if suitable for the regular Village Hall bookings **ACTION** – Clerk to contact Mr Simpson (& in the event, Felsham & Gedding Village News)

**The Meeting was closed by Cllr Garrod at 21.00hrs**

Signed \_\_\_\_\_ Chairman Dated \_\_\_\_\_