

# Felsham Parish Council

## Minutes of the Parish Council Meeting held on 15th September 2020 held remotely via Zoom platform

Present: Cllr Simon Garrod Cllr David Simpson Cllr Paul Kearney  
Cllr Ken Sparkes Cllr Mark Tavernor  
Paula Gladwell (Clerk & RFO) County & District Cllr Penny Otton  
0 members of the public

- 2020/2875 **Apologies for Absence** - Cllr Hayley Nunn, Cllr David Williams
- 2020/2876 **Declarations of Interest and requests for dispensation** – None
- 2020/2877 **Minutes of Parish Council Meeting** – It was proposed by Cllr Garrod that the minutes of the previous Parish Council Meetings were approved with all in favour. The Parish Council Meeting minutes of 21st July 2020 and 4th August 2020 will be signed as a true record.
- 2020/2878 **County & District Councillor Otton** – Cllr Otton's gave her report, which had been circulated, and is attached to these minutes. Cllr Otton expressed concerns regarding the lack of a Gedding Meeting confirming that she had managed to get MSDC to pay the outstanding SCC street light invoice. Due to current Covid restrictions it is not possible to rearrange the public meeting however Cllr Otton would like to encourage someone to step forward to take over the Chair role as soon as possible. It was agreed that an article be placed in Village News.
- 2020/2879 **Public Participation** – No questions
- 2020/2880 **Clerks Report** - Website - New regulations require the website to be accessible for all users, including disabled people and we must be compliant by 24th September. One Suffolk have now confirmed that they are confident our website meets the latest standards.
- 2020/2881 **Planning** – It was Resolved to submit the following comments to MSDC for application no. DC/20/03836 Works to a tree in a conservation area - Reduce 1 no. Cherry Tree by 30% due to shading and during high winds comes into contact with property, Dove Cottage, Upper Green - *"Felsham Parish Council have NO OBJECTIONS to this application based on the information available"*
- 2020/2882 DC/20/03621 Listed Building - Repairs and remedial works following fire damage,, including structural works, internal repairs, replacement of glazing and decoration. Works as described in the Heritage Statement, Schedule of Works, Schedule of Retention and Engineers Report. Lower Green Farm, Lower Green - *"Felsham Parish Council have NO OBJECTIONS to this application based on the information available"*
- 2020/2883 The following MSDC decisions were noted; DC/20/02644 Erection of a garage/workshop, 1 Yewlands - REFUSED  
DC/20/02869 Erection of 3 no. detached dwellings and associated parking and landscaping on land to the rear of the public house (A4) including the part demolition of a boundary wall to facilitate the creation of a new vehicular access from Church Road - Land rear of the Six Bells, Church Road and DC/20/02870 Listed Building - Partial demolition of wall to facilitate access, land to rear of Six Bells, Church Road - REFUSED
- 2020/2884 **To review Internal Controls** - Standing Orders and Financial Regulations together with all policies and procedures were reviewed with amendments made to Standing Orders. It was resolved to approve the reviewed and amended documents. Proposed Cllr Garrod, with all in favour.
- 2020/2885 The Risk Assessments were reviewed with no amendments. It was resolved to approve the review of the Risk Assessment, proposed by Cllr Garrod with all in favour.
- 2020/2886 **Effectiveness of Internal Control** – A review of the effectiveness of councils governing arrangements and systems of internal control was carried out. All controls in

place were felt to be effective. Minor areas for development were identified, recorded and implemented.

- 2020/2887 **Finance** – The Finance report for September 2020 was approved.
- 2020/2888 The following payments were approved. Prop by Cllr Garrod, with all in favour. Clerks Salary for July & August 2020.
- 2020/2889 Village Hall Hire £120.00
- 2020/2890 2020 -2021 National Salary awards have been agreed by the joint council for Local Government it was agreed that these be applied to the clerk salary in line with the Contract of Employment.
- 2020/2891 **Village Maintenance** – Tree Officer Report – Cllr Tavernor had nothing new to report
- 2020/2892 There were no further Village Maintenance matters reported
- 2020/2893 **Conservation Area** – Conservation Officer Report – Cllr Simpson had nothing new to report.
- 2020/2894 There were no further Conservation Area matters reported
- 2020/2895 **Footpaths** – Footpath Officer Report – Nothing new to report.
- 2020/2896 There were no further Footpath matters reported
- 2020/2897 **Correspondence** – There were no comments to tabled correspondence.
- 2020/2898 **Consultations** - It was agreed that no comments be submitted to Mid Suffolk District Council Updated 2020 draft five year housing land supply position statement consultation.
- 2020/2899 It was agreed that no comments be submitted to Babergh & Mid Suffolk District Council Statement of Licensing Policy (revision) consultation.
- 2020/2900 **Parking at the junction of The Yewlands/Church Road** - Cllr Otton confirmed that it was unlikely that SCC Highways would agree to placing yellow lines within the Conservation Area for this purpose. It was possible that H marks on the road could be used and might deter people. It was noted that residents had placed an article in Village News and an information board at the entrance to The Yewlands asking for consideration by drivers in not blocking the entrance or restricting visibility. It was agreed that the issues would be monitored. Cllr Otton agreed to arrange a site visit with Matthew Fox, SCC Highways officer to see what might be done if current requests do not work.
- 2020/2901 **Village Sign** - It was noted that the contractor needed further confirmation on sizes, positioning and materials to complete his quote. Cllr Simpson will make a mock up and arrange a site visit to confirm all details.
- 2020/2902 **Matters to be brought to the attention of council** - Concerns were expressed regarding the disquiet amongst residents in Meadow Close due to parking infringements. Inconsiderate parking opposite dropped kerbs is causing difficulties for residents to access and egress their properties. The two dropped kerbs in the centre of the Close for nos. 1-4 and 16 - 18 are causing most issues. It was noted that there are no legal penalties for parking opposite a dropped kerb however it is understood that the police have been called in relation to the leaving of notes on offending vehicles. Cllr Otton will ask Matthew Fox to assess these issues when he visits the village in case there is anything Highways can do.

Next meeting of the Parish Council - Tuesday 20th October 2020 7.30pm