

Felsham Parish Council

Minutes of the Parish Council Meeting held on 16th June 2015 in the Village Hall

Present: Cllr Simon Garrod Cllr David Simpson
Cllr Ken Sparkes Cllr Mark Tavernor
Cllr Hayley Nunn Cllr Harry Wragge
Cllr David Williams

Mrs. Paula Gladwell (Clerk) County Cllr Penny Otton
3 members of the public

2015/1296 **Apologies for Absence** —PCSO Ryan Brunning.

2015/1297 **Declarations of Interest** – None

2015/1298 **Minutes of Parish Council Meeting** – It was proposed by Cllr Garrod that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 19th May 2015 were signed as a true record.

2015/1299 **Adjournment for:**

Cllr Otton's Report – Cllr Otton gave her report which has been circulated.

Meeting resumed:

Item was 13 brought forward

2015/1300 **To note the results of SCC Highways survey for provision of VAS and to consider purchase of equipment and ongoing operation** – Three locations have been approved by Highways. It was agreed that John Simpson be asked to consider Brettenham Road as another option. Cllr Otton has agreed to fund the verge work to install the poles and brackets from her highways budget therefore the estimated costs are approx £2000 for the VAS plus any safety clothing for volunteers. It was noted that Buxhall PC had approved a half share in the purchase cost of approx £1000. It was resolved to share the costs of the VAS with Buxhall Parish Council therefore committing £1000 to the purchase of the machine. Proposed Cllr Wragge, sec. Cllr Nunn with all in favour. The clerk will seek quotes for the VAS.

Adjournment for:

Police Report – The police report had been circulated and was noted.

Public Participation – Concerns were expressed regarding the lack of public notices allowed on the new Parish Council notice board. Some residents are upset that the ability to post notices in the prominent area outside the post office has been removed. It was acknowledged that the notice board was a central and highly visible site however it was noted that there is an open and free for all large notice board located a few metres away at the village hall. The council were asked if they would reconsider and allow the advertising of village notices on the new board as many are disappointed that they cannot use this method to advertise anymore. Further consideration of the request was deferred to item 8 under correspondence.

Proposals for a new property to be built in Dakins Lane were brought to the council for pre application discussion and comment. Initial plans and drawings were circulated and the new owners of the site explained their plans for the existing dwelling and the new build. It is understood that they have support from near neighbours and are in talks with MSDC planning for pre application advice. Councillors had no immediate concerns and thanked the residents for their open approach to council commending their proactive pre application discussion and wished them well with their application. It was noted that consideration of a decision to provide official comment would take place once any planning application was lodged with MSDC and the consultation process actioned.

Meeting resumed:

- 2015/1301 **Clerks report** – It was noted that the salt grit boxes were in need of weeding and a suggestion was made that the boxes be used for temporary flower planting with some sort of insert tray.
It was noted that the mystery painting of the pumps had not been solved.
- 2015/1302 **Planning** – It was resolved to send the following response to MSDC: Application 1725/15 Erection of a wall to front garden (following dismantling of existing front garden wall) using reclaimed bricks and lime mortar topped with half round ridge tile as existing, The Haven, Upper Green - "*Felsham Parish Council have NO OBJECTION to this application based on the information available*"
- 2015/1303 The following MSDC Decisions were noted; 1096/15 Replacing existing front windows and door and frame to front elevation of house. The windows to be with side hung casements to match as closely as possible the windows in the rest of the terrace, is each casement to have 6 panes. Windows to be in wood, single glazed, retaining the existing secondary glazing – painted white to match existing windows, door to be hard wood, oak, vertically boarded, framed ledged and braced, Dove Cottage, Upper Green. - GRANTED
- 2015/1304 **Finance** – The clerks Financial Report for June 2015 was approved.
- 2015/1305 The following payments were approved. Prop by Cllr Garrod with all in favour.
Clerks Salary May 2015
- 2015/1306 Salc 239.00 reissue of cheque
- 2015/1307 MSDC Bin Emptying £204.00
- 2015/1308 The completion of the Internal Audit by Andrew Conquest was noted. All was shown to be in order with only a recommendation to make an amendment to previous minutes and to amend the reserve total on the final accounts. It was resolved to amend the minutes of 20th May 2015 by deleting No. 2014/1005 and including a cross reference to these minutes. It was resolved to approve the amended final accounts report for year ending 31st March 2015 in order to correct the total calculation for the reserves. The Annual Return for 2015 will now be sent to BDO for External Audit.
- 2015/1309 It was resolved to add Cllrs Tavernor and Sparkes to the bank mandate. Cllr Williams will contact Lloyds Bank to action the new mandate.
- 2015/1310 **Correspondence** – Recent email correspondence from a resident was discussed regarding demands for an explanation of council decisions. It was agreed that Cllr Garrod will contact the complainant directly in response.
- 2015/1311 Concerns regarding the removal of public advertising in the new Notice Board were considered. Councillors are sympathetic to the complaints and have agreed that village events should be advertised in this prominent position as long as there is space to accommodate them at the time. It was resolved to allow village organisations to advertise their events as long as the notices meet the criteria of: a maximum of A4, only if space allowed as parish council notices would take priority, village events advertising only and for a short period of time pre event. All notices will need to be sent to the clerk who will put up those that meet the criteria.
- 2015/1312 Recent email correspondence criticising the fact that there were multiple methods of contact for the clerk and suggesting that a spelling error in an email address on the website was to stop parishioners contacting the clerk as she no longer lived in the village, together with issues regarding the content of the website was noted.
- 2015/1313 There were no comments to further tabled correspondence.
- 2015/1314 **Commemorative Tree Planting Project** – No report.
- 2015/1315 **Village Maintenance** – Tree Officer Report – Cllr Tavernor had been to take a look at the site adjacent to the Five Bells and confirmed that there are only small regrowth trunks of previously coppiced hedgerow trees with nothing of concern should the site be cleared.
The application for tree work at Orchard Cottage was for dead wooding only which the tree officer had no adverse comment for.

- 2015/1316 Other matters - The clerk will photograph and report potholes in Brettenham Road that meet criteria.
- 2015/1317 Pond clearing at Lower Green Farm has highlighted some tree work which falls within the Conservation Area. It is understood that the MSDC Tree Officer David Pizzey has been asked for his advice regarding an application for the tree work and he has suggested that technically it should have formal planning permission however in this case as long as the parish council are happy it could be bypassed. It was resolved that the resident be advised that an application for tree works should be lodged as although the parish council have no objection to the works they feel that all homeowners within the Conservation Area should be treated the same.
- 2015/1318 **Conservation Area** – Conservation Officer report - It was noted that the Heritage department at MSDC Planning is now fully staffed and we expect that a Heritage statement be put forward for all future planning application within the Conservation Area.
- 2015/1319 Other matters - Concerns were expressed about the impact of the new build adjacent to Llamedos House now that construction is underway.
- 2015/1320 **Footpaths** – Footpath Officers Report – Loose fencing on the bridge on FP3 needs to be monitored. All paths on the cutting schedule have been done.
- 2015/1321 Other matters - No other issues reported.
- 2015/1322 **To review the Parish Plan Action Plan** – Deferred to next meeting due to time.
- 2015/1323 **To consider project to replace the Street Lighting** - Deferred to next meeting due to time.
- 2015/1324 **Matters to be brought to the attention of council** – It was noted that a Felsham Charity Trustee had resigned so there was now a vacancy.

The next meeting of the Parish Council will be held on Tuesday 21st July 2015 at 7.30pm in the Village Hall