

Felsham Parish Council

Minutes of the Parish Council Meeting held on 16th October 2018 in the Village Hall

Present: Cllr David Williams (chair) Cllr Ken Sparkes Cllr David Simpson
Cllr Harry Wragge Cllr Hayley Nunn Cllr Mark Tavernor

Mrs. Paula Gladwell (Clerk) County & District Cllr Penny Otton
1 member of the public

- 2018/2348 **Apologies for Absence** - Cllr Simon Garrod
- 2018/2349 **Declarations of Interest and requests for dispensation** – None
- 2018/2350 **Minutes of Parish Council Meeting** – It was proposed by Cllr Williams that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 18th September 2018 were signed as a true record.
- 2018/2351 **County & District Councillor Otton** – Cllr Otton gave her report, which had been circulated, and is attached to these minutes.
- 2018/2352 **Public Participation** – A resident put forward a comment regarding a planning application at Rookery House whereby the application for three roof lights had in fact been amended and subsequently granted for only one.
It was suggested that the current agenda and the draft minutes of the last meeting were not displayed on the website. The clerk will check that the links are working correctly and ensure that relevant documents are displayed. It was confirmed that should residents require a copy of any council documents they can request them directly from the clerk.
- 2018/2353 **Clerks Report** – It was confirmed that no reply had been received to date from Buxhall Parish Council regarding the joint purchase of a cable for the VAS.
- 2018/2354 **Planning** – There were no applications to consider.
- 2018/2355 The following MSDC decisions were noted; DC/18/03644 Erection of a two storey side extension, Meadow Cottage, Brettenham Road - GRANTED.
DC/18/03503 Erection of two storey rear extension with external alterations, Maple Cottage, Upper Green - GRANTED
DC/18/02139 Installation of three new skylights to garage and new bathroom to second floor, Rookery House, Cockfield Road - GRANTED
- 2018/2356 **Finance** – The Finance Report for Oct 2018 was approved.
- 2018/2357 The following payments were approved. Prop by Cllr Williams, sec Cllr Wragge with all in favour. Clerks Salary & Exp for September.
- 2018/2358 HMRC Q2 Payment
- 2018/2359 CAS Website renewal £60.00
- 2018/2360 Grass Cutting £299.80
- 2018/2361 **Correspondence** – There were no comments to tabled correspondence.
- 2018/2362 **Village Maintenance** – Tree Officer Report – Cllr Tavernor had nothing new to report.
- 2018/2363 Concern was expressed that various issues reported to SCC Highways were still outstanding including the chevron replacement on Cockfield Road, potholes in Brettenham Road and Bury Road, replacement road markings, broken signs etc. These will all be included in a report to Highways requesting action as soon as possible.
- 2018/2364 **Conservation Area** – Conservation Officer Report – Cllr Simpson confirmed that no clarification had yet been received from Planning Enforcement regarding the issues around legal defence of the Conservation Area status. Cllr Otton agreed to look into this and push for a response.
- 2018/2365 There were no further Conservation matters reported.
- 2018/2366 **Footpaths** – Footpath Officer Report – Cllr Nunn confirmed that all paths were marked and clear.
- 2018/2367 It was agreed that the Parish Council would take on the replacement of the two marker posts currently missing. Charlotte Ditchburn at RofW will be asked to provide the new posts and the relevant forms will be completed to cover the installations.

- 2018/2368 **Motion to exclude temporarily the Public and Press** - It was resolved to exclude the Public and Press pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning staff salaries and personal information.
- 2018/2369 Following a review of the clerk's salary it was resolved to increase the hours by 1 per month. Proposed Cllr Wragge, sec. Cllr Nunn with all in favour.
- 2018/2370 **Matters to be brought to the attention of council** – It was noted that the designs for the Village Sign had not yet been received. Cllr Nunn will chase these up in order that quotes can be sought.

Next meeting of the Parish Council - Tuesday 120th November 2018 at 7.30pm