

# Felsham Parish Council

## Minutes of the Parish Council Meeting held on 19th June 2018 in the Village Hall

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

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

- 2018/2245 **Apologies for Absence** - Cllr Simon Garrod
- 2018/2246 **Declarations of Interest and requests for dispensation** – None
- 2018/2247 **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 15th May 2018 were signed as a true record.
- 2018/2248 **County & District Councillor Otton** – Cllr Otton gave her report, which had been circulated, and is attached to these minutes. Cllr Otton provided an update of the afternoons cabinet meeting where the controversial school bus changes were approved.
- 2018/2249 **Public Participation** – No questions
- 2018/2250 **Clerks Report** – It was confirmed that Cllr Wragge will take over responsibility for coordinating the VAS movements and a download cable will be requested from Radarlux. The damaged Lower Green Grit bin has been removed and a new one will be made by Cllr Garrod in due course. It was noted that a cost for repair of the ground was awaited. It was confirmed that as any breach of GDPR would be breaking the law therefore no claim would be paid by the insurance company for any fine although legal expenses for any civil claim is covered under the current policy. It was agreed that no comments would be made at this time to the third stage of the Suffolk Mineral and Waste Local Plan consultation. It was confirmed that the funding from Green Suffolk of £2000 had been received and the invoice from SCC for the Street lights had been paid.
- 2018/2251 **Planning** – It was Resolved to submit the following comments to MSDC for application nos. DC/18/02111 Erection of single storey extension, Meadow Cottage, Brettenham Road *"Felsham Parish Council has NO OBJECTION to this application based on the information available"*
- 2018/2252 DC/18/02140 Erection of Cartlodge/Woodstore (following demolition of existing garage) Bay Tree Cottage, Cockfield Road - *"Felsham Parish Council has NO OBJECTION to this application based on the information available"*
- 2018/2253 DC/18/02139 Listed Building - Installation of three new skylights to garage and new bathroom to second floor, Rookery House, Cockfield Road - *"Felsham Parish Council has NO OBJECTION to this application based on the information available"*
- 2018/2254 DC18/02638 Construction of cladding and rendering, Magnolia House, Cockfield Road - *"Felsham Parish Council has NO OBJECTION to this application based on the information available"*
- 2018/2255 The following MSDC decisions were noted; DC/18/00644 Listed Building - Replacement Conservatory, Stone Farm Cottage, Cockfield Road - GRANTED  
DC/18/01714 Erection of single storey rear extension following removal of green house and garden store, 7 Church Road - GRANTED  
DC/18/01737 Erection of rear conservatory extension, 23 Meadow Close - GRANTED
- 2018/2256 It was agreed that no additional comments be submitted to appeal no. APP/W3520/W/18/3194181 Outline Planning Permission, Land at Lower Green Farm. It was noted that the appeal will be determined on the basis of "written representations" and that the parish council's original objections had been forwarded to the inspector.
- 2018/2257 **Finance** – The Finance Report for June 2018 was approved.
- 2018/2258 The following payments were approved. Prop by Cllr Williams, sec Cllr Simpson with all in favour. Clerks Salary for May.
- 2018/2259 Grass cutting £535.90
- 2018/2260 Bench stain £18.49 PW

- 2018/2261 **Correspondence** – Following receipt of a letter from Jo Churchill MP, discussion took place regarding the commemoration of 100 years since the end of the First World War and the possible participation of the village in the "Beacons of Light" and "Ringing out for Peace" events being held on 11th Nov 2018. It was suggested that lighting a beacon might coincide with a church service. Further discussion was deferred to the next meeting awaiting input from the PPC and the British Legion.
- 2018/2262 There were no comments to further tabled correspondence.
- 2018/2263 **Village Maintenance** – Tree Officer Report – Cllr Tavernor had nothing new to report.
- 2018/2264 It was noted that the pavement adjacent to 23 Meadow Close was obstructed by overgrown vegetation, this would be reported to SCC.
- 2018/2265 There were no further Village Maintenance matters reported.
- 2018/2266 **Conservation Area** – Conservation Officer Report – Cllr Simpson reported that there had been no update from MSDC Legal Dept on the two ongoing issues, these would be chased up and clarification sought on the legally defensible position of the Conservation Area.
- 2018/2267 The permanent advertising sign outside the village hall was questioned, it was confirmed that the VH committee would deal with its removal.
- 2018/2268 There were no further Conservation matters reported.
- 2018/2269 **Footpaths** – Footpath Officer Report –Cllr Nunn reported that cutting of the paths had now been carried out, FP13 would be checked to ensure all contracted lengths had been cut.
- 2018/2270 There were no further Footpath matters reported.
- 2018/2271 **Felsham Charity Trustees** – Mr Brian Deards nomination was proposed and approved for a term of three years.
- 2018/2272 **Standing Orders** - It was resolved to approve the amended Standing Orders to reflect the wording within the new NALC model recently issued. Proposed Cllr Williams with all in favour.
- 2018/2273 **General Data Protection Regulations** - The updated Action Plan and Internal Register of Data Processing Activities were noted. It was resolved to approve and distribute as necessary the following documents drafted to comply with GDPR. General Privacy Notice, Staff Privacy Notice, Subject Access Policy, Consent Form, amended Data Protection Policy and amended Document Retention Policy. Proposed by Cllr Williams, sec Cllr Wragge with all in favour.  
It was agreed that Data Sharing and Training was adequately covered within existing documents, review of the website policy and a cookies policy together with a procedure for reporting breaches will be considered. Thanks were extended to the clerk for the additional work involved in ensuring the council is compliant with new GDPR.
- 2018/2274 **Neighbourhood Plan** - It was agreed that the only way forward for a NHP is to generate sufficient resident enthusiasm and leadership. An article will be put into Village News with a link to the presentation on the website with a view to monitoring any interest.
- 2018/2275 **Matters to be brought to the attention of council** – None

Next meeting of the Parish Council - Tuesday 17th July 2018 at 7.30pm