

# Felsham Parish Council

## Minutes of the Parish Council Meeting held on 20<sup>th</sup> April 2021 held remotely via Zoom platform

Present: Cllr Simon Garrod (chair) Cllr Hayley Nunn Cllr David Simpson  
Cllr Ken Sparkes Cllr Paul Kearney  
Paula Gladwell (Clerk & RFO) County & District Cllr Penny Otton  
0 member of the public

2020/3057 **Apologies for Absence** – Cllr Mark Tavernor

2020/3058 **Declarations of Interest and requests for dispensation** – Cllr Sparkes declared a pecuniary interest in Item 7a (minute no.2020/ 3063) Cllr Garrod declared a pecuniary interest in Item 7a (minute no. 2020/3064) Cllr Simpson declared a non pecuniary interest in Item 7a (minute no.2020/3063)

2020/3059 **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 16<sup>th</sup> March 2021 will be signed as a true record.

2020/3060 **County & District Councillor Otton** – Cllr Otton gave her report, which had been circulated, and is attached to these minutes.

2020/3061 **Public Participation** – No questions

2020/3062 **Clerks Report** – SCC Highways have confirmed that the 30mph Repeater adjacent to the shop has been ordered and the broken base will be removed.

The Post box at the Village Hall is now operational.

It was confirmed that legislation introduced by the Government to enable councils to hold virtual meetings during the pandemic comes to an end on 7<sup>th</sup> May and it is unlikely this will be extended. The Roadmap from Government indicates that gatherings indoors may resume after 17<sup>th</sup> May. The next scheduled meeting of the Parish Council will be 18<sup>th</sup> May and will be held in the Village Hall unless Government advice changes.

The VAS has been ordered and delivery is expected mid May, Cllr Otton's generous donation of £2500 towards the VAS has been gratefully received.

Cllr Sparkes left the meeting.

2020/3063 **Planning** – Concerns were expressed regarding application DC/21/01773 relating to the position of the recycling bins and possible blocking of the entrance by vehicles using this facility and concern regarding accessing the overflow car park across the pedestrian pathway from the road to the front door. It was agreed that Cllr Simpson and Cllr Sparkes bring these concerns to the attention of the Village Hall Committee at their meeting tomorrow evening before submitting any response to the planning application. The Clerk will seek a short extension for comments until Friday from the case officer.

Cllr Sparkes returned to the meeting, Cllr Garrod left the meeting.

2020/3064 It was RESOLVED to submit the following comment to application DC/21/02287 Erection of two storey rear extension (following demolition of existing single storey lean to extension) Erection of outbuilding (following demolition of existing redundant and dilapidated farm buildings) – Poplar Farm, Rattlesden Road. *"Felsham Parish Council have NO OBJECTION to this application based on the information available"*

Cllr Garrod returned to the meeting.

2020/3065 The following MSDC decisions were noted; DC/21/00384 Application for variation or removal of conditions relating to DC/20/00922 approved 16/04/20 (Condition 2 Approved Plans and Documents – To change the use of upper floor from storage to home office and erection of external staircase. Maiden Hall, Cockfield Road - GRANTED

DC/20/04572 Erection of 3 no. Detached dwellings and associated parking and landscaping, utilising the existing public house access. Land Rear of The Six Bells, Church Road – REFUSED

2020/3066 **Finance** – The Finance report for April 2021 was approved.

- 2020/3067 The following payments were approved. Prop by Cllr Garrod, sec Cllr Sparkes, with all in favour. Clerks Salary for March 2021.
- 2020/3067 HMRC Q4 payment
- 2020/3068 Village Hall donation £462.00
- 2020/3069 SCC Street Lighting £149.51
- 2020/3070 It was RESOLVED to approve the 2021 Audit Certificate of Exemption. This will be signed by Cllr Garrod and submitted to the External Auditors. Proposed by Cllr Garrod with all in favour.
- 2020/3071 It was RESOLVED to award the following grant donations under S137 LGA 1972; SARS £25.00, Suffolk Age Concern £25.00, EAAA £25.00, Headway £25.00, EACH £25.00. Proposed by Cllr Garrod with all in favour.
- 2020/3072 It was RESOLVED to award a donation of £25.00 to Village News and £75.00 to Citizens Advice Bureau. Proposed by Cllr Garrod with all in favour.
- 2020/3073 **Annual Parish Meeting** – It was agreed that the Annual Parish Meeting be held on Tuesday 18<sup>th</sup> May with a 7pm start, with the invitee list to mirror last year. The Annual Meeting of the Parish Council will follow the Annual Parish Meeting. It is hoped that the meeting will be held in the Village Hall under any Covid 19 rules put in place by the Village Hall Committee but this could be subject to change dependant on Government advice.
- 2020/3074 **Village Maintenance** – Tree Officer Report – No report
- 2020/3075 There were no further Village Maintenance matters reported
- 2020/3076 **Conservation Area** – Conservation Officer Report – Cllr Simpson had nothing new to report.
- 2020/3077 There were no further Conservation matters reported.
- 2020/3078 **Footpaths** – Footpath Officer Report – Cllr Nunn reported that the finger post had been removed from the Maiden Hall end of FP6. SCC Rights of Way officer has confirmed that due to the complexity of this case it was decided to remove the post until clarification of ownership boundaries is concluded. It was noted that Council are disappointed the post has been removed before clarification but acknowledge that Rights of Way are dealing with the issue.
- 2020/3079 **Correspondence** –The request from a resident to move the dog bin from its position at Maiden Hall end of FP6 was considered. Following consultation with SCC Highways it was agreed that until ownership of the area was clarified the dog bin would remain in place.
- 2020/3080 There were no comments to further tabled correspondence.
- 2020/3081 **Local Housing Needs Survey** – It was noted that the Key findings of the survey would be published in Village News. The mapping exercise would be carried out as soon as Covid allowed for a safe on site survey.
- 2020/3082 **Village Sign** – As the planned site visit could not be held due to Covid restrictions further consideration was deferred.
- 2020/3083 **Co option to fill current vacancy** – No applications had been received.
- 2020/3084 **Matters to be brought to the attention of council** – None
- 2020/3085 **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 appointments, salaries and personal information.
- 2020/3086 It was RESOLVED to offer Mark Bloomfield the position of Clerk and RFO following his successful interview. Proposed by Cllr Garrod sec Cllr Simpson with all in favour.
- 2020/3087 Cllr Garrod requested that his thanks to the Clerk be minuted. Simon extended the thanks and appreciation of all Councillors to Paula for the advice, help and commitment she has given to Felsham Parish Council over the last 14 years.

Next meeting of the Parish Council – Tuesday 18<sup>th</sup> April 2021 which will follow the Annual Parish Meeting.