

Felsham Parish Council

Minutes of the Parish Council Meeting held on 15th April 2014 in the Village Hall

Present: Cllr Simon Garrod Cllr David Simpson
Cllr Hayley Nunn Cllr Mick Zarych
Cllr David Williams Cllr Harry Wragge
Cllr Christopher Bornett

Cllr Penny Otton.
Mrs. Paula Gladwell (Clerk) 4 members of the public

2013/971 **Apologies for Absence** — PCSO Colette Denny

2013/972 **Declarations of Interest** – None

2013/973 **Minutes of Parish Council Meeting** – The clerk confirmed that it was not usual practice to record who said what within the minutes however if a councillor specifically asked for his wording or vote to be recorded then this could be done. It was suggested that an item be added to the next agenda to consider whether Felsham Parish Council minutes are written as a verbatim record. It was proposed by Cllr Simpson that the minutes of the previous Parish Council Meeting were approved with a majority in favour. The Parish Council Meeting minutes of 24th March 2014 were signed as a true record.

2013/974 **Adjournment for:**

Cllr Otton's Report – Cllr Otton gave her report, which will be circulated.

Police Report – PCSO Colette Denny report was noted and will be circulated.

Public Participation – No questions

Meeting resumed:

2013/975 **Clerks Report** – It was noted that the Assets of Community Value nominations had been acknowledged and the Six Bells PH and the Post Office had been accepted. In practice this means that the Pub and PO have had a local land charge made and a restriction has been placed at Land Registry. Should the owners wish to dispose of the property in the future they are required to inform the District Council and the moratorium period will be triggered. MSDC have asked for more evidence to support the value of the community assets and residents are asked to think about how they might put together a community bid for the property if it should be put up for sale. The two open space applications were rejected as it was deemed that not enough evidence of community use had been provided.

2013/976 The newly sponsored Dog Bin has been installed and thanks were extended to Acorn Air conditioning and Refrigeration for providing the bin and agreeing to cover the ongoing costs for its emptying.

2013/977 Gerry Cooper has offered to take on the project to provide a village sign, he is very keen to look into designs, costs etc as well as coordinating the fundraising project. Preliminary designs will be available for the Annual Parish Meeting where hopefully we will receive an update on progress of the project.

2013/978 The format for the Annual Parish Meeting reports via posters has been initiated via the invitations. Cllr Simpson confirmed that a speaker from Suffolk Wildlife Trust would be able to attend.

2013/979 Suffolk Constabulary and SCC have announced that it is now possible for parish councils to purchase their own VAS (Vehicle Activated Signs) to combat speeding and have provided details of costs and procedures for obtaining the equipment. It was noted that the parish council did not initiate the recent camera signage in Beyton. It was agreed that further consideration of permanent Speedwatch signs be added to the next agenda.

- 2013/980 **Planning** – There were no applications to consider.
- 2013/981 The following MSDC decisions were noted; 0220/14 Erection of a 1.5m high willow fence, Spinney House – GRANTED
- 2013/982 A review of planning enforcement cases was considered. It was agreed that an improved follow up on individual issues was needed from MSDC Planning. Cllr Simpson would review the cases and update any current information before further consideration was given to pursuing Planning enforcement.
- 2013/983 **Finance** – The following payments were approved. Prop by Cllr Garrod with all in favour. Clerks salary & Exp for March 2014
- 2013/984 HMRC Q4 payment
- 2013/985 Glasdon Dog Bin £114.88
- 2013/986 Salc subscription £233.00
- 2013/987 The final accounts for the year ending 31st March 2014 were approved. Proposed by Cllr Garrod, with all in favour.
- 2013/988 Section 1 of the Annual Return was approved and signed. Proposed Cllr Garrod, with all in favour
- 2013/989 Section 2 of the Annual Return was completed, approved and signed. Proposed Cllr Garrod, with all in favour.
- 2013/990 It was agreed to renew membership of CPRE at £36.00 Proposed Cllr Garrod with all in favour.
- 2013/991 It was resolved to adopt the new model Financial Regulations produced recently by SALC, as it was agreed that they covered all new legislation and statutory guidance and also ensured that all matters included in our current financial Regulations were covered.
- 2013/992 **Correspondence** – There were no comments to tabled correspondence.
- 2013/993 **Village Maintenance** – The proposal to continue the maintenance regime on Lower Green prompted lengthy debate with each councillor taking the opportunity to express their views and put forward any resident views expressed to them. A vote was taken on the motion wording "To continue with the experimental management scheme on Lower Green" Proposed by Cllr Bornett and seconded by Cllr Wragge, with 2 votes for and 5 against, the motion failed.
It was resolved to instruct the grass-cutting contractor to cut all of Lower Green in line with other areas under the existing contract.
It was agreed that an item be added to the next agenda to consider the possibility of a future conservation area in an alternative location.
- 2013/994 **Motion "That this council agrees to formulate a written policy for parish grass cutting which clarifies responsibilities and objectives"** Proposed by Cllr Bornett. Information was provided regarding the contract currently held with the grass cutter. Cllr Bornett provided information about why he had brought this motion including a suggestion that a sub committee be set up to create a policy that covers how short the grass is cut, how often, who has responsibility and what objectives the council has for grass areas in the village.
It was suggested that as a professional was employed to cut the grass his experience and knowledge should be deferred to when considering length of cut and frequency. It was agreed that an annual review of the grass-cutting contract should continue and that Cllr Garrod would liaise with the contractor each February to confirm any changes to the grass cutting requirements of the council for the next season. It was agreed that no changes were needed to the level of cut and frequency for 2014 and Cllr Garrod would contact the contractor to confirm the decisions of this meeting. Cllr Bornett withdrew his motion.
- 2013/995 There were no other matters reported.
- 2013/996 **Welcome Pack** – It was noted that designs and quotes were still to be sought for a cover sleeve for the welcome pack.
- 2013/997 **Review of Street Lighting** – It was resolved to establish a Working Group to consider the future provision of Street Lighting. The group will comprise of Cllrs

Zarych, Simpson and Wragge and their remit will be to seek information on costings, savings, funding and consultation and report any recommendations back to full council. Terms of Reference for the Street Lighting working group will be drafted.

2013/998 **Provision of a Memorial Copse** – It was confirmed that any project to create a copse on the playingfield was not acceptable to the management committee. It was suggested that 21 trees should be planted and that this would require a sizable piece of land possibly in excess of 2 acres, which needs to be in a publicly accessible site. It was suggested that local landowners be approached to ask if they would consider getting involved in a project such as this by donating a parcel of suitable land. It was agreed that Cllr Bornett would draft a letter, in liaison with the British Legion, to be sent to local landowners. The draft would be emailed to all councillors for comment before distribution.

2013/999 **Conservation Area** – There were no matters reported.

2013/1000 **Footpaths** – It was noted that the new hedging established alongside footpath no. 5 was a Suffolk Wildlife coordinated dormouse corridor. It was agreed that a letter of thanks and commendation be sent to Mr & Mrs Shallow for their support of a project such as this.

2013/1001 **Matters to be brought to the attention of council** – None

The Annual Meeting of the Parish Council will be held on Tuesday 20th May and will follow the Annual Parish Meeting which starts at 7pm