

Fornham All Saints Parish Council

Chair: Richard Nicholls
Clerk: Justin Hook | clerk@fornhamallsaintsparish.gov.uk
www.fornhamallsaintsparish.gov.uk

NOTICE IS HEREBY GIVEN, that all members of the Parish Council are hereby summoned to attend the next meeting and AGM of Fornham All Saints Parish Council on Tuesday 20th May 2025 commencing 18:30 at the Community Centre.

The Council, members of the public and press are welcome to attend and may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Members of the public will be invited to give their views/question to the Parish Council on issues on the agenda, or raise issues for consideration or inclusion at future meetings during the open public session before the meeting, this will be limited to 15 minutes duration but may be extended at the discretion of the Chairman.

To view associated papers/information please use the following web link:
www.fornhamallsaintsparish.gov.uk/parish-council/agendas-and-minutes

Agenda Items

1. Council to elect Chair
2. Council to elect Vice Chair
3. Signing of Declaration of Acceptance of Office and issue of Register of Interests
4. Council to appoint Responsible Financial Officer
5. Chair's welcome, opening remarks and to receive apologies for absence
6. (i) To receive members Declarations of Interests
7. (ii) Council to consider any new written requests for dispensation and/or requests which have been received
8. To approve & adopt the minutes from the Council meeting held on 15th April 2025
9. To receive County Councillor's report from Cllr. Rebecca Hopfensperger
10. To receive Borough Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger
11. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the village
12. To receive reports from Councillors:
 - a. Traffic / Roads / VASs / Road Signs - Don Lynch
 - b. Volunteering - Derek Brown
 - c. Facilities / Assets Management / Community Centre / EV - Derek Brown
 - d. Local Businesses & Residents / Lark Valley - Richard Nicholls
 - e. Marham Park / Highways / Village Hall / Anglian Water (Lark) - Mat Stewart
 - f. Allotments / Emergency Plan - David Surman
 - g. Village Voice - Clerk
13. To receive Clerks report
 - a. Double mini roundabouts - crossing safety
 - b. City Fibre - damages to village
 - c. VAS locations & new pole
 - d. First Responders
 - e. Speed roundels
 - f. Marham Park trees and S106 monies
14. Planning:

No new planning applications to discuss
Council to note, rider training facility on Tut Hill has been rejected
15. Finance update
 - i. To consider and approve payment of the following accounts and outstanding invoices:

Payee & details	Total
J Hook, Clerks salary, March	£715.74
Nest, Clerks pension, March	£11.66

D Brown, Cllr expenses, play park repairs	£12.98
Village Hall, S137 donation towards floor repairs	£2,000.00
WI, S137 donation	£250.00
East Anglian Air Ambulance, S137 donation	£250.00
Suffolk Accident Rescue Service (SARS), S137 donation	£250.00
Pimp My Fish, VV advertising refund	£60.00
Total Payments	£4,356.29

- ii. To review payments received to 30th April

From & details	Total
RBS, bank interest	£54.88
WSC, precept	£25,000.00
VV advertising	£45.00
Total Monies Received	£25,099.88

- iii. To receive bank balances to 30th April

Current	£806.69
Savings	£57,906.28
Total Bank Balance	£58,712.97

- iv. Council to approve bank reconciliation for April 2025

- v. Council to review Direct Debits and Standing Orders and validate

Payee & details	Type	Amount
J Hook - Clerks salary, MONTHLY , 1st of the month	SO	£715.74
Nest - Clerks pension, MONTHLY , around 7th of month	DD	variable
ICO - membership, YEARLY , April	DD	£47

16. End of year finance & audit

- To review & approve end of year bank reconciliation
- To review & sign section 1 of the AGAR form
- To review & sign section 2 of the AGAR form
- To review & approve the supporting statement and explanation of variances for audit

17. Council to review and adopt updated Standing Orders

18. Council to review and adopt updated Financial Regulations

19. Council to review and adopt updated Code of Conduct

20. Council to review and adopt the following policies and procedures:

- Financial risk assessment for 2025/26
- Electronic Payment Risk Register
- Internal Control Statement
- Internal Control Report

21. Skate & play park inspections

Council to note from report that remedial work required, but all low to very low risk

22. Overgrown pavements

Clerk to update

23. Speeding in the village

Clerk to update

24. Clerks extra hours for CiLCA qualification

Council to approve extra 8 hours per month for training and study

25. Donations to community groups - S137 monies

Council to discuss request for £250 from Bury Water Meadows Group, toward new litter picking equipment and a trolley

26. Correspondence

- Thanks from East Anglian Air Ambulance, SARS, the WI and the village hall for their donations

27. Date of next meeting

The next meeting will be the Annual Parish Meeting (APM) and will be held on June 17th commencing 18:30 followed by the Parish Council meeting commencing at 18:30 at the Community Centre