

Draft Minutes from Parish Council Meeting

Tuesday 21st January, 2025, 18:30, Fornham All Saints Community Centre

These draft minutes will be approved at the Parish Council Meeting on 17th February, 2025.

Present:

Derek Brown (DB) (Acting Chair), Cllrs Don Lynch (DL), Mat Stewart (MS) and David Surman (DS).

District Cllr Sarah Broughton (SB), County Councillor Rebecca Hopfensperger (RH), Clerk Justin Hook (JH), Hannah Cuthbertson (HC) from All Saints Hotel (AS) and 1 member of the public.

Agenda Items

1. Chairman's welcome, opening remarks and to receive apologies for absence
The chair opened the meeting and welcomed all those in attendance. Apologies received and accepted from Cllr Nicholls.
2. (i) To receive members Declarations of Interests - **none received**.
(ii) Council to consider any new written requests for dispensation and/or requests which have been received - **none received**.
Council resolved to approve and adopt the minutes, the Chairman signed them.
3. To receive County Councillor's report from Cllr. Rebecca Hopfensperger
RH reported on SCC's decision to put themselves forward for the governments initial plans for devolution, which would see a new authority formed, removing the old two-tier district and county council structure for greater streamlining and budget saving. Town and parish councils would likely remain the same, with some changes to a centralised planning team and parish councils no longer being consultees on planning applications. SCC's rationale was it's better to be at the table for the first round, to have greater control in shaping the way forward. There is information on the SCC website and SALC are giving regular updates.
Another major change would be the creation of a new Norfolk and Suffolk Mayor - not like a town mayor, instead a single person to be a strategic consultant between the new authority and central government.
Action: Clerk to send links to devolution updates.
Road signs: RH has is now ordering through her localities budget from G-Signs in Risby. Fitting will follow soon.
4. To receive Borough Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger
Nothing to report.
5. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the village
Resident re-raised safety of crossing at the double mini roundabouts. RH had advised of the safe crossing between the mini roundabouts and community centre, but Clerk had misunderstood resident was trying to cross diagonally using the island in between the mini roundabouts, which gives poor visibility to traffic coming from Bury.
ACTION: RH to request engineer visit to assess site. RH to advise Clerk once date agreed. Clerk to advise council and resident.
Resident re-raised issue of hedges along B1106 - technically still outside FAS boundary. Lower part of hedges have been trimmed, but overhanging tops still causing larger vehicles into middle of road causing danger to oncoming traffic and pedestrians.
ACTION: Clerk to report again, with updated info.
Resident request for a village Christmas tree.
Some thought was given to the idea, but item to be scheduled for a future agenda.

Defibrillators were raised and their accessibility from different points in the village. RH and SB offered to help fund one for the community centre.

Who are the village's first responders?

ACTION: Clerk to investigate.

HC confirmed there are defibs at All Saints Hotel and can be accessed from reception. HC will make the AS team aware of this arrangement.

It was suggested that defib information be included in the Village Voice.

6. To receive reports from Councillors:

a. Traffic / Roads / VASs / Road Signs - Don Lynch

Nothing to report.

b. Volunteering - Derek Brown

Volunteering to restart from April.

c. Facilities / Assets Management / Community Centre / EV - Derek Brown

All good with facilities / assets.

Community centre getting prices for improvement works. RH suggested to speak to Locality Officer for details of potential funding sources.

ACTION: RH/SB to send details.

Awaiting response from WSC re: potential for higher speed EV chargers.

Plans being considered for a mobile fish and chip van Tuesday evenings.

d. Local Businesses & Residents / Lark Valley - Clerk

Clerk reported delays to Lark Valley Path repairs which had been planned before Christmas.

e. Social Issues / Village Voice - Clerk

It was raised what involvement the council needed in social issues. RH & SB confirmed they meet 6 monthly with Thingoe Lodge.

ACTION: Clerk to send intro email to Sylvia and continue to reach out to Rural Coffee Caravan for dates.

Clerk reported Village Voice advertising invoices all sent for the 2025/26 period and monies starting to come in.

f. Marham Park / Highways / Village Hall / Anglian Water (Lark) - Mat Stewart

MS reported parking issues with cars on the road since David Lloyd opened and the car park always seems full. RH is looking into this.

Re-planting hedges and trees still ongoing.

ACTION: RH to chase and keep pressure on.

Section 106 monies for path still unspent but contact gone quiet.

ACTION: RH/SB to chase.

Nothing more from AW currently.

g. Allotments / Emergency Plan - David Surman

Allotments all good.

Old emergency plan given to Clerk to scan in to form basis of new plan. Tariq, the contact from WSC willing to come to a meeting if required.

7. To receive Clerks report

Clerk having some difficulties setting up new banking with Unity Trust, and requesting to change to Lloyds.

Council resolved to change banking switch from Unity Trust to Lloyds.

8. Planning:

No new planning matters to discuss

Updates on ongoing applications

i. **AP/24/0023/STAND**

Land Off The Street Fornham All Saints Suffolk

Planning application - create access into All Saints Golf and Country Club

Appeal allowed.

ii. AP/24/0034/STAND

Access To All Saints Hotel, Land Off The Street, Fornham All Saints

Planning application - create a maintenance access into All Saints Golf and Country Club off The Street, Fornham St. Genevieve

Appeal withdrawn.

iii. DC/24/1091/FUL

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Planning application - parking area for 15no. cars

Decision pending. Works already completed and parking area being used.

iv. DC/24/1123/FUL

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Planning application - reinstatement of 10 metre high golf ball safety nets to the rear of 23-29 Pigeon Lane on the golf course side of existing tree belt

Decision pending.

HC added AS are also trying to reconfigure the golf course, to help reduce the impact of stray golf balls.

HC reported a recent incident whereby damage had been caused. It was reported immediately and AS acted swiftly with the Course Marshall speaking to the players involved. HC reminded where possible to report incidents as they happen.

Resident raised that AS should be advising all players to obtain insurance, especially as the course is now open to more pay and play memberships.

HC has since confirmed that the requirement for insurance is included on the AS score cards and signage on course.

v. DC/24/0538/FUL

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Planning application - two pickleball courts and two tennis courts

Decision pending.

vi. DC/24/0614/FUL

All Saints Hotel The Street Fornham St Genevieve Suffolk IP28 6JQ

Planning application - partial change of use of golf course to site six timber pods

Decision pending.

vii. DC/24/0586/FUL

Car Park Heath Farm Business Centre Tut Hill Fornham All Saints Suffolk

Planning application - a. use of existing car park as driver training facility b. retention of temporary storage containers as classroom and storage area, c. use of existing agricultural access and retention of access track in association with driver training facility

Application withdrawn. WSC advise client obtaining their own traffic survey.

Site still being used. WSC advised that if a further application is not submitted within a timely manner then their enforcement team would be notified.

ACTION: Clerk to email planning team for update, copying in RH/SB.

9. Finance update

Clerk advised that the original agenda was issued with incorrect figures listed against the payees. These were adjusted and resent electronically, but the original agenda remained on the notice board.

i. Council resolved to approve payment of the following accounts and

outstanding invoices:

Payee & details	Total
J Hook, Clerks salary, November	£901.99
Nest, Clerks pension, November	£25.90
J Hook, Clerks salary, December	£715.74
Nest, Clerks pension, December	£11.66
J Hook, Clerks expenses, Nov 24 - Jan 25)	£43.96
West Suffolk Council, grass cutting	£388.06
Parish Council Website, .gov.uk domain & emails	£326.64
Community Workshop, Village Voice printing	£291.53
Wicksteed, play park repair items	£499.44
L Harley, Locum Clerk, policies & procedures	£450.00
Total Payments	£3,654.92

ii. Council noted bank balances correct to 31st December.

Current	£280.36
Savings	£44,492.01
Total Bank Balance	£44,772.37

iii. Council resolved to approve bank reconciliation for November & December.**iv. Council noted Q3 finance review and projected end of year figures.****10. Skate & play park inspections**

Council noted from report that remedial work required, but all low to very low risk. Parts have arrived for the play area and will be fitted when weather warms.

11. Overgrown pavements

Clerk has received two quotes for skirting back/tidying the B1106 pavement from Golton Cottages to Sheepwash Bridge, The Street, opposite the bus stop, the A1101 from the mini roundabouts to Marham Park roundabout and the bottom of Pigeon Lane from the bollards to Mildenhall Road

Quote 1 - £3,875 +Vat

Quote 2 - £13,810 +Vat

Quote 3 - outstanding

RH confirmed that skirting back is no longer provided by SCC.

Council resolved to complete these works going with the cheaper of the quotes, assuming they have the necessary licenses to work on the highways.

12. Grass cutting

Clerk confirmed as yet no quotes have been received for the grass cutting other than WSC. Ongoing.

HC highly recommended the company that AS use for their grass cutting, RG Landscapes.

ACTION: Clerk to get in touch.

13. Pruning workshop for community orchard

The Clerk met with Paul Read and Celia Stone from Suffolk Traditional Orchard Group who were part of the team that helped set up and fund the orchard. Having inspected each of the 19 trees, the general consensus was that they are healthy trees, on good strong root stocks, that will produce good crops. Some simple maintenance was completed and inventory taken where labels could be found. The advice was that pruning could be done to encourage improved growth, but that left to their own devices, the trees would still produce well naturally. A pruning workshop could be arranged, but it would need to be done mid Feb, with the works completed by end of Feb.

Thought was given to potentially involve the volunteering group, the Fornham Garden Club and allotment holders.

Council resolved that it was too short notice to arrange, and therefore to plan to consider the idea of a pruning workshop again at the latter part of the year, leaving the site 'natural' for this next season.

14. Friends of the Village Hall access to website

Council resolved that the Friends of the Village Hall ought to have access to the PC website, to enable them to update their pages and calendar events only.

ACTION: Clerk to arrange.

15. Community event

Council to discuss the request for permission to hold a village event on The Green, summer 2025. First committee meeting planned for 10am, Saturday 8th February, at the Village Hall.

Council showed concerns for health and safety of an event on The Green, with the obvious worry of a busy road and large numbers of people. Council suggest organisers to strongly consider using the playing field and community centre instead, where there is more space, parking available and not directly on a busy road.

Organisers to provide a full event management plan and appropriate risk assessments before a final decision can be made.

16. Councillor recruitment

Thanks to former Cllr Mayhew for delivering flyers to all residents in the village. Sadly there have been no responses.

Cllr Lynch provided contact details for somebody he has been speaking to who is interested.

17. Upgrades to VAS equipment

Clerk advised that the new equipment has arrived - two solar panels and a whole new solar VAS unit (thank you to RH and SB for their funding input). Waiting for warmer weather to install. Clerk advised after applying for a street furniture license for a new VAS pole, SCC have sent a detailed form that need to be completed.

Council resolved to fit the new unit to the already approved site by the community centre.

18. Correspondence

- i. Resident raised concerns over van parking opposite end of Pigeon Lane and outside Lucy's restaurant

Council discussed potential options, but resolved not to take any action.

- ii. A1101 roundabout ***update***

Covered in public open session, item 6.

- iii. Resident email: Hedges on B1106 ***update***

Covered in public open session, item 6.

- iv. Business email: Tut Hill driver training facility ***update***

Covered under planning, item 7vii.

19. Update on Chair & Vice Chair positions

Item moved to February agenda for full council consideration.

20. 2025 meeting dates

Council resolved to approve 2025 meeting dates as January 21st, February 18th, March 18th, April 15th (revised), May 20th (AGM), June 17th (plus Annual Parish Meeting), July 15th (revised), September 16th (revised), October 21st, November 18th

21. Date of next meeting

The next Parish Council Meeting will be held on February 18th, 2025, commencing 18:30 at the Community Centre

Meeting closed 19:59

..... Sign & date

..... Print name

Chairman

Signed as confirmation that they are a true record.

DRAFT