

Draft Minutes from Parish Council Meeting

Tuesday 16th September, 2025, 18:30, Fornham All Saints Community Centre

These draft minutes will be approved at the Parish Council Meeting on 21st October, 2025.

Present:

Cllr Richard Nicholls (RN) (Chair), Cllr Derek Brown (DB) (Vice Chair), Cllr Mat Stewart and Cllr David Surman.

District Cllr Sarah Broughton, Clerk Justin Hook (JH), Hannah Cuthbertson (HC) from All Saints Resort (ASR). 3 members of the public present.

Agenda Items

1. Chair's welcome, opening remarks and to receive apologies for absence

The chair welcomed those in attendance. Apologies received and accepted from County Cllr Rebecca Hopfensperger.

2. (i) To receive members Declarations of Interests - none received.

3. (ii) Council to consider any new written requests for dispensation and/or requests which have been received - none received.

4. To approve & adopt the minutes from the Council Meeting held on 15th July 2025

Council resolved to adopt the minutes, the Chair signed them.

5. To receive County Councillor's report from Cllr. Rebecca Hopfensperger

No report.

6. To receive District Councillor's reports from Cllr. Sarah Broughton and Cllr Rebecca Hopfensperger

WSC having an extraordinary meeting to discuss their final proposal for Local Government Reorganisation, based on a three council model for Suffolk, which appears to provide little to no saving.

7. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the village

Resident on Tut Hill raised concerns over motorbikes coming through the cycle gate, clearly in contravention of the signage. It appears to be the same bikes, at the same times, often early mornings.

Other bikes seen speeding and doing wheelies at the top of Tut Hill.

ACTION: To be raised at the meeting on 25th with Nick Timothy, SCC & Police, also to raise with Highways, CPT and potentially RH? Add to October agenda for update.

Also reported lots of articulated lorries still using Tut Hill. The complaint being that sat-nav maps have not been updated or that the signage is not adequate or overgrown to alert them to the fact the road is closed.

ACTION: Clerk to add to volunteer group list to trim around signs.

Resident raised concerns over speeding through the S bend in the centre of the village, and the parking on the pavement opposite Pigeon Lane. Problems likely to be exacerbated when Tollgate Triangle works begin and the village becomes a rat run.

Council agreed that the speeding is worse at quiet times. In peak flow, the speeds are better.

Resident asked if the VAS units ought to be repositioned at village entrances?

Council believed the VAS units were in the best locations.

Council have discussed parking in this location previously and agreed no action. Although not ideal, parking on the pavement is not illegal unless it blocks the pavement.

HC from ASR advised that she had suggested to David Harris the idea to sponsor of some planting in the village, potentially to the tune of £250.

ACTION: Clerk to liaise and add to planting or volunteer group budget.

HC also advised that she had met their contractor and the Clerk to walk the ditch and fence line and agree the works to be completed. The contractor has quoted £400 initial clear and £200 per cut for two further cuts each year. Contractor also quoted to cut the strip of grass each time he passed to cut the church grass, in order to keep it down. Cost £20 per cut.

HC advised that the various applications were to do with extra provisions at the lodge site which were previously thought to be under permitted development. Added security gates and CCTV were deemed necessary to avoid further vandalism to the course and after a £30k generator was stolen from site.

Volunteer group leader Martin Loveridge (ML) suggested that the union jack flag be flown from the village green flag pole at all times, not just ceremonial ones.

The Clerk was nervous after recent inflammatory news reports, but that a recent article read suggested that you don't need planning permission.

ACTION: Clerk to add to October agenda for discussion.

8. To receive reports from Councillors:

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

None received

b. Volunteering - Derek Brown

ML advised flower beds have taken a lot of time, but have been restocked with longer lasting planting, as well as by the Three Kings and the memorial bench. A fallen willow tree on the Lark Valley Path was quickly cut as the team responded to a message for helpers.

ML has an interested party for sponsorship of planting.

DB offered his thanks to ML and the team for their superb work.

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

DB couldn't attend the last community centre meeting, but little to report. The EV project is no longer going ahead.

In term of assets, DB and the Clerk completed a check of the assets, updating the asset register and maintenance record.

d. Local Businesses & Residents / Lark Valley - Richard Nicholls

The only thing to report was the Lark Valley Path was looking ready for its next cut.

The Clerk confirmed likely mid-September.

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

MS reported news that the Coop building work was to be starting soon. Still lots of trees to be replaced before adoption.

Resident raised concern that lots of the fencing around the Country Park is broken and needs repair/replacement. WSC Parks will take on responsibility once adopted.

Anglian Water recorded no sewage spills into the Lark, but it has been very dry.

f. Allotments / Emergency Plan - David Surman

Allotment Management Committee continue to meet regularly, agreeing to turn the water off soon, looking at options for replacement gates to the playing field. Dates agreed for no vehicular access on site and regular plot inspections taking place.

DS had met with Tariq at WSC regarding Emergency Plan and learned that the Community Centre is registered as an Emergency Refuge Centre.

DS needs to try and locate listed equipment and test it, and needs some time with the Clerk to organise a simple emergency plan document.

DS suggested a request in the Village Voice for first responders / first aiders etc. who would be willing to be included in the plan.

To clarify, regarding the Emergency Refuge Centre - WSC would cover the insurance if they notified the emergency.

9. To receive Clerks report

a. City Fibre - damages to village

Clerk has had contact with City Fibre - ongoing.

b. Marham Park trees and S106 monies

No further report - ongoing.

c. Rusted Bin, Pigeon Lane

WSC reported the bin had rusted through, Clerk ordered and fitted a new one - **ITEM CLOSED.**

d. VAS repairs

Clerk has the necessary items - just need to arrange a time and a volunteer to help fit.

e. Community centre lease & land registry

Clerk and DB met with community centre team and architect to hear about plans. They need the land registered properly. This opens up questions about the lease, what is/isn't included, who insures what, who owns what etc.

Clerk submitted a quick online form to CAS (Community Action Suffolk) to see if we can get some pro-bono legal help with the some of this.

f. Double mini roundabouts

Reported to WSC and since been swept/cleared - **ITEM CLOSED.**

- g. Defib & registering with The Circuit

The Circuit is a new service for registering your defib. The Clerk has begun the process, but need more information from Enid to fully complete.

- h. External Audit

Report and final conclusion received.

ACTION: Clerk to process and report back at October meeting.

- i. Bus stops

No update - ongoing.

- j. Other updates

10. Planning:

- i. **DC/25/1247/FUL**

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

Planning application - two walls at entrance of site and steel entrance gates.

Council resolved to APPROVE this application.

- ii. **DC/25/1245/VAR**

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

Planning application - variation of condition 2 (approved plans) of DC/23/0622/VAR to enable the use of amended drawings which illustrate additional essential infrastructure installed at the site (drawings 519BPE1, 519P1, 519P2, 519P3, 519P4 and 519P5).

Council resolved to APPROVE these variations.

- iii. **DC/25/1246/ADV**

All Saints Hotel Battlefield Way Bury St Edmunds Suffolk

Advertisement consent - two non-illuminated totem signs.

Council resolved to OBJECT to this application, on the basis that the signs were illuminated and therefore the application was incorrect or misleading.

- iv. **DC/25/1325/TCA**

Adderbury Aldridge Lane Fornham All Saints Suffolk

Trees in a conservation area notification - two silver birch (as indicated on plan by circles) and two hornbeams (as indicated on plan by circles) overall crown reduction by six metres.

Council resolved a vote of NO COMMENT, supporting the decision of the Tree Officer on this application.

- v. **DC/25/1200/HH **Re-Consultation****

Roslan, 18 Pigeon Lane, Fornham All Saints, Suffolk, IP28 6JP

Householder planning application - replacement of existing render with cladding to front elevation.

Council resolved to APPROVE this application.

The Clerk advised Council that he had heard that the rider training facility on Tut Hill had moved to appeal the previous decision status. Council to await further information.

11. Finance update

- i. **Council resolved to approve payment of the following accounts and outstanding invoices:**

Payee & details	Total
J Hook, Clerks salary, July	£847.53
Nest, Clerks pension, July	£21.27
J Hook, Clerks salary, August	£847.53
Nest, Clerks pension, August	£21.27
Community Workshop, Village Voice printing	£324.37
GD & SA Garnham, Lark Valley Path, extra cut and wider cut	£600.00
Broxap, Dog bin	£246.00
WSC, Bin collection x 1 18/08/25 - 17/08/26	£199.97
M Loveridge, Volunteer expenses, plants & coffee	£173.42

Total Payments	£3,281.36
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- ii. Council noted payments received to 31st August.

From & details	Total
RBS, bank interest	£155.97
VV advertising	£132.00
Total Monies Received	£287.97

- iii. Council noted bank balances to 31st August.

Current	£248.99
Savings	£54,311.52
Total Bank Balance	£54,560.51

- iv. **Council resolved to approve bank reconciliation for July & August.**

12. Councillor responsibilities

This item was deferred to the October meeting.

13. Parish Council meeting location and time.

The community centre now has a regular Tuesday night booking, 18.30-19.30. Council can meet after that, or move to the village hall and maintain the same time of 18.30.

Council resolved to change venue to the village hall, at the same time of 18.30 and review after the October and November meetings.

14. Volunteer Group - planting sponsorship

Chris Watson of Watsons Plants, Depden is willing to donate circa. £200 of plants for a couple of advertising signs and an advert in the Village Voice.

Council resolved to approve the idea, Clerk to make contact.

15. Asset Register & Asset Maintenance Record

Council resolved to approve and adopt the updated Asset Register.

Council resolved to approve the Asset Maintenance Record and instruct the Clerk to get quotes for immediate actions.

16. Church wall repair

Council to discuss small repair to the rear of the church wall in Aldridge Lane as highlighted by the Asset Maintenance Record.

Council resolved to approve Drew's Brick & Stone to complete the works for £600.

17. Church gate replacement

Clerk presented following quotes to replace the little church gate as requested by the church.

Will Ford: £585 inc. Vat softwood, £1635 inc. Vat hardwood

D&M Tree & Landscaping: £925 +Vat softwood, £1950 +Vat hardwood

Barking Engineering: £1500-£2000 for a bespoke metal gate

The PCC are confirming what they are allowed, and if they are able to contribute.

Council resolved to set aside £2000 of the earmarked reserves for church wall repairs to replace the gate.

ML suggested try Harvey Frost who has completed works at the church previously.

18. Litter & dog bins

Council discussed the request for a new dog bin at the top of Pigeon Lane, on that side of the road.

ML suggested we more litter bins were needed in the village.

Council resolved to purchase a new combined litter bin to be placed at the bus stop and to re-purpose the old dog bin from the bus stop to the top of Pigeon Lane.

Council resolved to add the extra bin to the collection contract.

19. Insurance

The Clerk presented an insurance quote from Gallagher for £1946.62, covering £233.5k assets.

Council resolved that the insurance quote provided was adequate against £242k on the asset register, but for the Clerk to try and arrange a second comparison quote before the renewal date if possible.

20. Skate & play park inspections

Council to note from report that remedial work required, but all low to very low risk.
DB advised some screws missing on the skate park and that he is still waiting on quotes from Wicksteed for swing repairs.

21. Play park gate replacement, and fence repairs

Clerk has received quotes to fix the fencing and fit the new gate, totalling £1000, which is within the agreed budget. Awaiting potential dates from contractor so that the gate can be ordered to suit.

22. Overgrown pavements

Clerk has walked the village with and received further quotes for works from Top Garden (as advised by Beccy Hopfensperger), who are currently completing pavement work for Great Barton. His prices are very reasonable.
£3675 +Vat already approved for works, which now requires an extra £550 +Vat for flail work.

Council resolved to split the works between Wayne Jarvis & Sons and Top Garden, to increase the amount of works that can be achieved within that budget.

ACTION: Clerk to arrange.

23. Other village works

As resolved above, Top Garden will carry out many of the smaller jobs in the village.
Council to consider appointing Top Garden for more regular, preventative maintenance, moving forwards and into 2026, esp. grass cutting, trimming, weed spraying etc.

ACTION: Clerk to add to future agenda.

24. B1106 Ditch

As discussed during the Public Open Session, with ASR presenting costs of £400 one off and £200 per cut x 3 per year, plus, £20 per mow of the verge.

Council resolved this was in the agreed budget and to proceed.

ACTION: Clerk to arrange.

Cllr Stewart raised the flooding at the entrance to Pound Meadow and suggested that the culvert under the new entrance sat much lower than the bottom of the ditch. HC confirmed it was put in at the required depth, but that potentially the ditch needed clearing. The ditch is actually believed to be SCC land.

Council agreed to wait until the ditch had been cut and monitor/assess, potentially ask SCC for it to be dredged/cleared.

25. Bus stop improvements

Covered under item 9i.

26. Speeding in the village & motorbikes

Meeting with Nick Timothy and the other parishes along the A1101, now confirmed Thursday 25th September, 19.00, Flempton Golf Club.

Council to note Nick Timothy's office are covering the £30 cost of room hire.

Cllr Nicholls and the Clerk will attend and report back.

Council to discuss letter from Moulton & Lidgate Parish Council, to become part of a group to lobby SCC on their current stance on road safety, speeding and traffic calming.

Council resolved to show their support in being part of the group, requesting to see the mentioned policy documentation.

Clerk reported some top level stats from the VAS units:

Larks Gate (since last meeting)

Incoming: highest speed: 60mph, compliance to 30mph limit: 85% (50+mph 0.01%)

Outgoing: highest speed: 68mph, compliance to 30mph limit: 76% (50+mph 0.05%)

Pigeon Lane (since last meeting)

Incoming: highest speed: 48mph, compliance to 30mph limit: 98% (50+mph 0.00%)

Outgoing: highest speed: 70mph, compliance to 30mph limit: 97% (50+mph 0.01%)

Village Green (since last meeting)

Incoming: highest speed: 63mph, compliance to 30mph limit: 97% (50+mph 0.00%)

Outgoing: highest speed: 62mph, compliance to 30mph limit: 95% (50+mph 0.01%)

27. Proposal to combine the two Fornham Parish Councils to create one Parish Council covering the three Fornhams

RN & DB attended the Fornham St Martin cum St Genevieve (FSMSG) Parish Council meeting on the 4th of September. Cllrs shared their thoughts and ideas. FSMSG were keen to move the idea forward, but keeping it all very transparent in both Councils' minutes and

websites. Next steps to consider, working out a draft budget, consider what that might mean to taxpayers through council tax payments. FSMSG have it in mind to tie a change in with the start of the 2026/27 financial year which council though would be too soon.

Council aware that a period of consultation with residents will be needed.

Council resolved to invite FSMSG Cllrs to the October meeting to discuss further.

28. NJC Salary Pay Award 2025/26.

Council resolved to approve the NJC pay increase for the Clerk, from £15.84 to £16.35 per hour, backdated to 1st April 2025.

29. Remembrance Day

Council resolved to purchase a wreath, on behalf of the Parish Council and appoint ML as representative to lay it.

30. Correspondence not already covered in agenda

- i. Tut Hill, speeding and motorbikes cutting through the gate
Covered under Public Open Session.
- ii. Church grass cutting, praise for current contractor
Clerk passed on the praise to contractor.
- iii. Field opposite community centre, use and residential status
Clerk updated resident that the field was not being used for residential purposes and the caravan was in place due to the owner keeping bees on site.
- iv. Tollgate gyratory
Clerk advised notice of works beginning end of September
- v. Tut Hill road closures
Clerk advised of temporary road closures between Marham Park and A14 for a few nights.

31. Date of next meeting

The next Parish Council Meeting will be held on October 21st, commencing 18:30, at the Village Hall

Meeting closed 20:42

..... Sign & date

..... Print name