

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 9th September 2024 at 7.30pm, in the Village Hall

Councillors present: Cllr. J. Borrett – Chair (JBo), Cllr. M Collier - Vice Chair (MC), Cllr. P. Borrett (PBo), Cllr. P. Butler (PBU) & Cllr. N. Steward (NS).

Also present: Vicky Bright, Clerk PC. Cllr. Sarah Broughton – WSC. Cllr. Rebecca Hopfensperger – WSC/SCC. David Yates – PCC. Jill Mayhew – FASPC.

ITEM	<u>PUBLIC FORUM:</u>
	<p>5 members of the public were in attendance.</p> <p>Cllr. Collier welcomed back Cllr. J. Borrett and Cllr. P. Borrett and said “it was great to see him looking well and back in the chair”.</p> <ul style="list-style-type: none">• The flower tub/planter near to the Woolpack is rotting and has holes in it, this is to be inspected and quotes obtained as necessary.• Residents raised concerns to the Clerk in writing before the meeting and raised it again under public forum tonight; the issue of a caravan being parked on a The Clerk confirmed she had reported it to WSC, who’s Enforcement Team had responded with the following reply; <i>“Thank you for your email. Our enforcement team have advised this is not an abandoned vehicle. If someone is homeless and sleeping in the caravan, please provide us with as much detail as you can, for example, gender, how long they have been living in the caravan, so we can report this to our rough sleeper’s team. If you are unable to access your property, then you may want to discuss this with your neighbour, or seek some advice https://www.citizensadvice.org.uk/housing/problems-where-you-live/”</i> The Clerk also advised that the Police will only take action if it is causing an obstruction or posing a danger to the public! It was confirmed that there is a builder’s covenant on the properties, stating that caravans should not be stored forward of the building line. It was suggested that the Clerk go back to WSC to clarify the covenant and other regulations.• Residents raised the issue again of the hedge running along the back of the properties in Birkdale Court, adjacent to the Golf Course, they stated that the trees that were cut down and the new fencing erected along the 10th Fairway is damaging residents’ fences. Cllr. Hopfensperger advised she will chase an update on this.
24/09/1	<p><u>Chairman’s Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):</u> Apologies: Cllr. J. Rushman.</p>
24/09/2	<p><u>Declaration of Members’ Interest (for items on the agenda) – LGA 2000 Part III:</u> Cllr. P. Butler declared an interest in item 8(iv) & 11 (i).</p>
24/09/3	<p><u>Approval of the Minutes of the Parish Council meetings – LGA 1972, Schedule 12, para</u></p>

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41(2):

Meeting held on 23rd July 2024

Resolved 24/09/3.01

The minutes of the Parish Council meeting held on 23rd July 2024 were adopted as a true statement and signed by the Chairman (JBo).

24/09/4

Councillor Vacancies

The Clerk confirmed that the Council still has one casual vacancy available for the parish of FSM and no applications or interest has been received.

24/09/5

Local Authority Reports:

County & District Councillors:

Cllr. Broughton (WSC) gave information on;

- the consultation currently being run for the proposed Bury St Edmunds Leisure Centre plans, she stated that a more ambitious programme is needed.
- the WSC Local Plan which has now been looked at by the Inspector, who has made representations to WSC. The NPPF is currently being consulted on, which may mean that the Local Plan may need to be re-examined under the possible new NPPF laws, when it is approved.

Cllr. Hopfensperger (WSC/SCC) gave an update on Items 7 (iv), 7 (v), 7 (vi) (see Agenda items for more details).

Cllr. Borrett (JBo) asked a question regarding news that the Records Office move, may have some records moved to West Suffolk House; Cllr. Hopfensperger advised that the Bury Society had set up a Working Party with 27 interested parties to look at options, one being considered is to have an area at West Suffolk House to view the archives, this is very much just one suggestion that is yet to be agreed by WSC & SCC and is still in discussion. SCC is advising the Working Party on statutory guidance. Cllr. Hopfensperger clarified that the equipment at the Records Office will be repurposed.

24/09/6

Planning (For consideration):

DC/24/0538/FUL- two pickleball courts and two tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve

Resolved 24/09/6.01

Formal Resolution of No Objections in Principal and to Request a Holding Objection, submitted on 02.09.24. Holding Objection has been confirmed by the Planning Officer whilst she awaits receipt of further information requested from the applicant.

ii)

DC/24/0981/HH – outbuilding in rear garden. Location: 8 Turnberry Drive, Fornham St Martin Resolved 24/09/6.02

Formal Resolution of No Objections, submitted to LPA on 23.08.24.

iii)

DC/24/1072/VAR - Variation of condition 2 of DC/17/0521/FUL to allow for use of amended plans for municipal operational hub comprising waste transfer station, household waste recycling centre (including reuse building), fleet depot (including offices), public realm maintenance depot and associated infrastructure including accesses, paths, internal roads and paths, parking, weighbridges, and landscaping. To

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make minor design changes to the Waste Transfer Station (WTS) to enable the separate handling of food waste. To insert additional drawings to be listed under condition 2 (approved plans) to include 'Dimension Plan ref: 16-0645-CDP-DR-02-XX-A-4007 C7' and Dimension Plan ref: 16-0645-CDP-DR-02-XX-A-4007 C7'. Location: Land North of Hollow Road Farm, Bury Road, Fornham St Martin
Resolved 24/09/6.03

No objections agreed for application DC/24/1072/VAR.

- iv) **DC/24/1014/TPO -TPO 290 (1973) - two Box tree (T6, T7 on plan, A4/A6 on order) raise crown to 2 metres above ground level on north west side and 1.5 metres on south east side; three Yew (T8, T9, T14 on plan, A4/A6 on order) fell; two Sycamore (T15, T16 on plan, A4/A6 on order) fell; one Sycamore (T16 on plan, A4/A6 on order) remove epicormic growth to crown break; one Yew (T17 on plan, A4/A6 on order) fell: one Yew (T18 on plan, A4/A6 on order) remove crossing branches and raise crown to 3 metres above ground level all over; one Yew (T19 on plan, A4/A6 on order) fell; one Yew (T20, A4/A6 on order) raise crown to 3.5 metres above ground level all round, remove second trunk. Location: Oak Rise, The Street, Fornham St Martin
Resolved 24/09/6.04**

No objections agreed for application DC/24/1014/TPO.

(For information only):

- v) **DC/24/0614/FUL - partial change of use of golf course to site six timber pods. Location: All Saints Hotel, The Street, Fornham St Genevieve – Holding Objection requested & agreed!**

- vi) **AMENDED DC/24/0433/FUL - create a maintenance access into All Saints Golf and Country Club off The Street, Fornham St. Genevieve. Location: Access To All Saints Hotel, Land Off the Street, Fornham All Saints – Refused 08.07.24!**

- vii) **DC/24/0174/FUL - retention of outdoor gymnasium including open sided exercise shelter, moveable exercise equipment and equipment storage container. Location: All Saints Hotel, The Street, Fornham St Genevieve – DCC 4th September 2024 Decision Approved! Cllr. Borrett referred to an email from the Hotel to the LPA dated 10 April 2024, advising that the applicant had met with FSMSPC & FASPC who had agreed with the changes to the application and were now in support, this is not true, the Councils attended a round table discussion, but no agreements or support were given and our objections were still submitted to the LPA. Cllr. Hopfensperger and Cllr. Broughton are going to raise this with Sarah Drane.**

- viii) **DC/20/0496/FUL - 68 lodges with parking, landscaping, waste and recycling areas and construction compound/maintenance area. Location: St Genevieve Lakes, Road from Bury Road to B1106, Timworth – Pending Decision!**

- ix) **Freedom of Information Request Ref: LPA Enforcement data**
The Clerk advised that she is working on submitting the application.

24/09/7

- i) **Highways/Footpaths & Trees:**
Update on Old Thetford Road footpaths Maintenance and adoption by PROW

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The Clerk reported that there is currently no update on the adoption of the footpath by PROW, but she is working on the application for the adoption of the 'sheep pastures' section of the footpath.

ii) **Street light Russell Baron Road – Reinstatement SCC update**

The Clerk advised the work is now completed.

iii) **Update on White lining/hatching outside the Woolpack pub**

Cllr. Hopfensperger she will chase the works date. The Clerk explained that the white hatching is to show the continuation of the footway, and is there to educate drivers not to park on or block the footway for pedestrians.

iv) **Update on Signage/lining on B1106 towards Culford/West Stow Road**

No update on plans/proposals received yet from Andy Moore, Highways SCC. But, Cllr. Hopfensperger advised that the white lining has been confirmed to be reinstated at the junction imminently and it has been approved for the signs to be replaced with ones that have yellow backing for better visibility.

v) **Russell Baron Road/Manners Road resurfacing**

The resurfacing works have all been completed, apart from a section in Kytson Road; Cllr. Hopfensperger confirmed that this was due to one of the residents refusing to move their car, The team will go back to finish, but there is no timeframe yet for this. The Clerk was asked to place a notice in the Bugle asking residents to cooperate with Highways in future.

vi) **Footways Overgrown vegetation Reports Update (Ref: 00486170 & 00480632)**

Ref: 00480632 - Highways did cut back some of the vegetation but have not cut back the vegetation obstructing the bus stop & visibility. Cllr. Hopfensperger has advised she has re-reported it and requested an inspection.

Ref: 00486170 – Highways have said that it does not meet the intervention criteria, so the Clerk has forwarded the report and photos to Cllr. Hopfensperger to follow up with Highways and ask them to go out again and re-inspect. Cllr. Jill Mayhew (FASPC) advised that the Parish Council have cut some of it back already as part of a working party

24/09/8

Parish Matters.

i) **Weekly & Monthly H&S Inspection Reports Trim Trail & Play Area / Agree Rota**

No new issues were highlighted on the weekly inspections. Cllr. Collier will carry out the weekly inspections from now until the October meeting.

ii) **Annual RoSPA Inspection Report & Play Area Repairs Update**

The Clerk presented the Annual RoSPA report for the play area and Trim Trail. The Clerk will now source quotes for the repairs highlighted in the report and the other repairs highlighted by the weekly and monthly inspections. Cllr. Borrett (JBo) asked to be copied in on the quote enquiries.

iii) **Bugle Distributor Vacancies Update**

The Clerk confirmed that there has still been no interest shown in anyone taking on the role, despite extensive advertising in the Bugle. It was agreed to look at other options, including offering remuneration. Thanks were extended again to Peter Forster for continuing in the role, despite his ill health, until a replacement can be found.

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iv)

Discuss +/- Appoint a new PC Representative on the Village Hall Committee

The Chair addressed Cllr. Butler to ask whether he had reconsidered standing down as the PC representative on the VHC, to which Cllr. Butler confirmed he still wished to stand down with immediate effect, he stated "I thought the role meant I was a representative of the PC on the VHC and as such, that meant I reported back to the PC and acted as the VHC advocator". No one else was prepared to take on the role, so the Chair asked the Clerk if the Council had to have a representative on the VHC, to which the Clerk advised that it was not mandatory, only recommended, but that it had become less common over the years and many PCs don't have one and if we didn't have a representative on the VHC, then we would have to rely on the VHC representing themselves. Cllr. Butler stated he felt it was a useful role, though not essential. Cllr. Borrett (PBo) suggested the village needs to decide if it wants a village hall and suggested a notice in the Bugle to that effect, she also suggested an 'Open Day' and for the VHC to be more proactive. She reiterated that the PC has always been very supportive of the Village Hall and its volunteers. Cllr. Butler suggested that if we don't have a village hall or church then we don't have a centre to the village and it was agreed that this was an important part of the identity of the village. He reiterated that trying to run the Village Hall as both a business and a village amenity was difficult. It was agreed that at present the Parish Council would not appoint a representative and it would remain as an agenda item. The Chair expressed thanks on behalf of the Parish Council, to Cllr. Butler for his many years acting as the PC's representative on the VH Committee.

Correspondence:

24/09/9

i)

WSC – Consultation on the Bury St Edmunds Leisure Centre Proposals

West Suffolk Council will be launching a public consultation on Thursday 22 August 2024, seeking the thoughts and opinions of residents and stakeholders on the proposed enhancements to Bury St Edmunds Leisure Centre. The business case, brought before the full council on 16 July 2024, set out a proposed plan for addressing the significant maintenance work and delivering key improvements at the centre. The proposed enhancements to the leisure centre are designed to improve the facilities and services offered, making them better matched to the needs of the community.

The proposed enhancements to the leisure centre include:

- remodelling the main entrance area
- creating a new café and soft play area through the conversion of the leisure pool space
- developing a splash pad with water play features in the leisure pool space and retaining the flumes
- refurbishing the cubicle area and poolside shower and toilets
- refurbishing the pool halls, including replacing the moveable pool floor in the activity pool, pool edge tiles, and pool balustrades, and conducting a deep clean of the area
- creating a health and wellbeing area with eight treatment rooms and refurbishing an existing studio
- refurbishing the gym and including an e-gym, creating a dedicated spin studio, and retaining the college gym space
- refurbishing and enhancing the health suite area
- refurbishing the sports hall, including installing a new floor

The works will be coordinated to minimise disruption to centre users as much as possible.

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The consultation will run from Thursday 22 August to Thursday 26 September and the survey can be filled out here: <https://www.smartsurvey.co.uk/s/x-BuryStEdmundsLeisureCentreSurvey2024/>

ii) **SCC – Suffolk Police & Crime Panel Annual Report 2023/24**

The 2023/24 Annual Report of the Suffolk Police and Crime Panel has now been published, and is available on the County Council's website at the following link: [Suffolk-PCP-Annual-Report-2023-2024](#). The report gives an overview of the work of the Panel over the previous year.

iii) **WSC Town & Parish Council Forum – 8th October 2024 Haverhill Arts Centre**

The Clerk is unable to attend.

iv) **Your Police Your Say! - Public Meetings with the PCC & Chief Constable**

The PCC, Tim Passmore and Chief Constable Rachel Kearton are hosting a series of public meetings across the county through September and October, with an on-line meeting in November. Meetings will update local residents on policing in the county and offer everyone an opportunity to ask questions and make comments about the service they receive. Doors will open at 6.00pm for a prompt 6.30pm start.

Meetings will be held in:

MID SUFFOLK: Thursday September 12 at The Mix, Stowmarket, IP14 1BB.

WEST AREA: Thursday September 19 at Haverhill Arts Centre, High Street, Haverhill, CB9 8AR.

EAST AREA: Thursday October 3 at Wherry Hotel, Bridge Road, Oulton Broad, Lowestoft NR32 3LN

SOUTH AREA: Wednesday October 9 at Police Headquarters, Portal Avenue, Martlesham IP5 3QS

On-line meeting: Wednesday 6 November – on-line meeting via Teams (6.00pm - 8.00pm). Please email spcc@suffolk.police.uk to register.

v) **Trees at the Water Meadow Resident Letter of Concern**

The Clerk presented a letter and photos from a resident raising concerns over trees at the Water Meadow (Thetford Road), being cut down and burned. It was confirmed that the trees are on privately owned land and that none of the trees had TPO's, therefore, there is nothing that can be done. However, the Clerk was asked to report the burning of the trees and the large bonfires to Environmental Health. Cllr. Borrett (JBo) is to send photos/videos of the fires to the Clerk.

24/09/10

Finance & Policies:

i) **New Lloyds bank account update**

The Clerk confirmed the new Lloyds account is now set up and she presented Councillors with their Online Login details, card and card readers, the Clerk will add Cllr. Rushman as a signatory now it is up and running. The Clerk is now writing to Bank of Ireland to instruct them to close the account and transfer funds to the Lloyds account. She will then re-set up the Direct Debits and Standing Orders.

ii) **Parish Council Bank Reconciliation from list of payments/receipts
Resolved 24/09/10.01**

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The bank balances and reconciliation of payments and receipts were received and adopted and initialled & signed as such by the Chairman (JBo). The bank account balance as of the 1st August 2024 is £38,940.14.

iii) **Cheques for signing and approval and to authorise payment of outstanding invoices
Resolved 24/09/10.02**

It was agreed to approve payments of outstanding invoices as below and cheques were signed by Cllr. M. Collier and Cllr. Butler.

Mrs V Bright	Salary difference, mileage & postage	002462	£67.71
Mrs D Pott	Litter picker Inv: 0007/24 & 0008/24	002463	£290.18
Justin Hook	Bugle compiler	002464	£187.65
First Impressions	Bugle printing Inv: SI-478	002465	£543.38
Gallagher Insurance	PC insurance	002466	£1,103.38

iv) **Agree & Adopt the Annual PC Insurance Schedule & Quote for 2024/25
Resolved 24/09/10.03**

It was agreed to accept and adopt the annual PC Insurance schedule and premium of £1,103.38 through Gallagher Insurance Ltd, with Hiscox Insurance Ltd.

v) **Discuss +/- authorise Adobe Software Subscription for the Bugle Compiler
Resolved 24/09/10.04**

It was agreed to pay for 6 months Adobe InDesign Licence at a cost of £131.88, the years subscription is to be split between FASPC and us.

vi) **Discuss the Proposal for the Council to adopt the General Power of Competence and the costs associated with the Clerks training.**

The Clerk presented a report, and it was determined that the Council is not eligible to adopt the power, as it does not have one third (5) of its Councillors, as elected members it only has 4, with 2 other councillors being co-opted.

24/09/11
i)

Councillors Reports and Items for Future Agenda's
**Chairman's request to discuss the Village Hall Electric Donation
Discussion/Vote (June/July 2024 meetings)**

The Chair expressed concerns over the worsening Village Hall finances, which he believes will only get worse, as per the assessment from Cllr. Butler at previous meetings. Cllr. Butler confirmed it looked likely that finances would run out in 2 years, as the VHC had "halved the money in the bank in 1 year" he stated there is a clear deficit between expenditure and income. Cllr. Butler reiterated that he had been advising the VHC on options and had suggested to them that they needed to

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be more commercially aware and had given advice on marketing and metering for utilities etc. He stated that in his opinion there are two options; Option 1 is for the Parish Council to reduce costs by helping with donations towards electricity, Hall Manager wages etc, who he mentioned “was worth their weight in Gold” and Option 2 is to increase the halls hourly hire rate, but they also have to ensure they remain competitive and not put people off, which is a balancing act and is also difficult in light of other halls also available in the surrounding area, with much better facilities. Cllr. Borrett (PBo) reiterated that the villages need to be consulted on whether they still want a Village Hall, perhaps a page in the Bugle and that the VHC needs to be more proactive. Cllr. Butler stressed that he feels there is a need for a PC representative on the VHC and that fresh blood, perhaps someone more adept at getting grants and with expertise is needed. Cllr. Steward raised concern that if the VHC is not going to adopt changes or look at meters for utilities etc. then she is unsure what else can be done, as they are not actively helping themselves and action is needed on their part too. Cllr. Borrett (PBo) said it needs to be addressed and there has to be provisos to more donations being made to the VHC by the PC i.e. x amount of donation made on proviso that measures are taken to reduce costs and increase customer base (revenue). Cllr. Butler advised he has informed the VHC that the Chair and committee members need to come up with suggestions to reduce costs and must ensure they submit their case to the PC before it meets to agree its budget and precept.

At the end of the meeting Cllr. Steward announced her resignation with effect from now, she stated “she doesn’t feel she is making a difference and feels she needs to step down. The Clerk requested that she send her resignation in writing, so she can inform the monitoring officer at WSC and start the formal casual vacancy notice process. The Clerk confirmed there are now two vacancies on the Council for the ward of FSM.

Items for future Agenda’s

- Appoint a new VHC representative.
- New Lloyds Bank Account Update
- Flower Planter by Woolpack Pub quotes
- Play Area/Trim Trail repairs quotes
- Highways/Footpaths Updates
- Bugle Distributor vacancy update

Date of Next Meeting: Monday 14th October 2024 at 7:30pm, in the Fornham St Martin Village Hall.

Meeting closed at 9:42pm

Signed: *J. Borrett*

Date: 14th October 2024