

# Fornham St Martin cum St Genevieve Parish Council

APPROVED Minutes of the Parish Council meeting held on Thursday 12<sup>th</sup> February at 6.30pm in the Village Hall

**Councillors present:** Clive Last (CL) Chair, John Rushman (JR) Vice Chair, Paul Butler (PB) and Linda Leong-Son (LLS).

**In attendance:** Clerk Justin Hook (JH), Louise Yilmaz from All Saints Resort (LY), David Yates from the church (DY) and 1 member of the public.

## AGENDA ITEMS

1. Chairs welcome & apologies for absence.  
The Chair welcomed attendees to the meeting. Apologies received and accepted from Cllr Brandon Mahon (BM) and District Cllr Sarah Broughton. Nothing from County Cllr Rebecca Hopfensperger.
2. To receive any Declarations of Members' Interests.  
None received.  
CL advised he will need to declare an interest in future discussions re: the waste hub, having been the agent involved in securing the sale for the Long family.  
PB advised he may also have an interest in an agenda item for a donation towards the computer club, being a member of the club. The Clerk had no recollection of a request having been submitted.
3. Approve and adopt the minutes from council meeting held on Thursday 8<sup>th</sup> January.  
**Council resolved to approve the minutes and the Chair signed them.**
4. To receive County & District Councillors reports.  
No reports received.  
**Action: Clerk to request update regarding the status of the current West Suffolk Local Plan, as well as plans for the new one, and expected dates for when the call for sites is open.**
5. **PUBLIC FORUM** 10 minutes.  
Resident noted from the January minutes that the pavement at the bottom of Barton Hill hadn't met the criteria for works and that council closed the issue. Resident has shared pictures of the puddles and mud and wishes to escalate the issue.  
Councillors agreed that action needed to be taken and that these new pictures better showed the issue.  
**Action: Clerk to re-raise on portal and escalate to County Cllr Hopfensperger.**  
**Action: Clerk to share reporting tool link with resident also.**  
**Action: CL to speak to farmer to see if he has any thoughts.**  
DY keen to hear councils thoughts on concerns raised regarding the lady seen around the village.  
DY and JR have raised with the police who are aware of the situation. The Clerk advised he has previously spoken to the rough sleepers team who also are aware. Research suggests she has been in and around, raising concerns for many years and declines help or support. The police advise to call 999 if she is seen endangering herself or other road users. There is nothing more that can be done.  
LY from All Saints Resort (ASR) advised that the EV charging points are awaiting connection, but that they will be available for village use also. This has led to an application for an extra 20 staff parking bays, which has recently been submitted.

Plans have been drawn up for a new outdoor spa & wellness garden under the gym extension and into the adjacent parking area, to further enhance the hotels health & leisure offering. ASR have invited Cllrs for a walk around / meeting to share and discuss the plans. The Clerk is liaising with Hannah and Josh for dates.

CL encouraged this openness and welcomed the walk around and meeting. The same for the opportunity to go to hear proposals at the waste hub – all are businesses which operate in the villages and also require support and understanding of the parish council.

6. Planning applications for consideration;

Council noted there were no new applications to consider.

7. Finance.

Council to consider and approve the following;

- i. **Council resolved to approve outstanding invoices & payments totalling £2,265.60.**
- ii. Council noted payments received for January **£2,599.17** (£584.43 advertising / £2,000.00 grant / £14.74 interest).
- iii. Council noted bank balances to end of January – **Total: £32,486.24** (£357.77 current / £32,128.47 savings).
- iv. **Council resolved to approve the bank reconciliation for January.**
- v. **Council resolved to approve the payment for the ICO data protection fee by Direct Debit for £47.00, (a £5 saving over other payment methods).**

8. Highways, footpaths and trees.

Cllrs and the Clerk noted that signs in the village had been cleaned, basal growth on trees cut, ivy cut, crowns lifted and the problem bend in St Genevieve has been cleared.

Clerk advised he had completed a walk around all the three Fornhams with a new contractor who has experience working with other parish councils. Based on the conversation, Clerk is expecting quote to be circa. £2,500 and awaiting final prices.

A budget of £2,040.00 was already approved in October 25 for the works and there is currently over £3,700.00 in the environment budget.

**Council resolved to approve a budget of £3,000 to cover the works, and for the Clerk to manage works to suit the budget.**

**Council resolved to start the works as soon as possible.**

9. Clerks update

- i. Street signs School Lane & Oak Close.  
Ongoing, Clerk to chase.
- ii. 30mph sign opp. Lark Valley Drive.  
SCC will not cover this repeater replacement. Clerk has asked SCC for a quote to replace or if it council can organise their own replacement.
- iii. Volunteering group.  
Clerk has received training certificate, but not the qualification 'card.'  
Clerk has produced a list of tools / equipment to purchase for the group, which subject to approval, will be reimbursed by SCC Community Self Help Scheme.  
**Council resolved to approve the list currently totalling £1,160.65.**  
Clerk has spoken to the village hall re: storage and they are expecting to have space imminently.
- iv. Bus timetable frame.  
Frame replaced – **ITEM CLOSED.**
- v. No Cold Caller Zone (NCCZ), Fairways estate and Barton Hill estate.  
NCZZ team has advised that certain streets on the Fairways do meet the criteria, those being Lark Valley Drive, Fulford Close, St Andrews Close, Holylake Close, Troon Court and Carnoustie Drive. Trading Standards will be writing to these

addresses in due course. Stickers will be available to all properties not included in the NCCZ. Clerk will make available through the Bugle in due course – **ITEM CLOSED.**

vi. Defib.

For information only, the defib was recently collected for an incident, but not actually used. BM has checked and reset. – **ITEM CLOSED.**

vii. Play park cleaning.

This has been completed – **ITEM CLOSED.**

viii. Playing field gate.

Clerk has begun getting quotes for treating the gate and confirmed with Will Ford to complete repairs to the post.

ix. Concerns for lady in village.

Covered under Public Forum – **ITEM CLOSED.**

x. Clerk updated on Bugle printing costs. The latest Bugle cost £1.04 to produce and the Village Voice was £0.98p, so the difference therefore minimal.

xi. Clerk has completed more updates to the website.

xii. Clerk has sent forms to potential new Cllr.

10. Merging of the two parish councils to create one parish council for the three Fornhams.

The letter from the Chair has been delivered with every copy of The Bugle to all villagers, as well as being posted on the website and a copy shared with the CGR team at WSC.

Council has done all they can to show transparency and make residents aware of plans.

FAS have shared a similar letter with the Village Voice.

Next step is for WSC to review and discuss all applications.

CL questioned if all businesses receive the magazine?

LY confirmed receipt but would happily take 15 for distribution throughout the hotel.

DY confirmed receipt of 8/9, but would happily just take 6 for the church.

**Action: Clerk to clarify with distribution team.**

11. Weekly & monthly play park inspection reports.

Council to receive updates from monthly report and Cllrs bi-weekly visual inspections.

JR continues to complete bi-weekly inspections.

Clerk is going to set a date to review onsite, establish manufacturer and begin getting repair costs.

**Council resolved to approve WSC's new SLA for quarterly play park inspections.**

12. Trim trail at the play park

Council have a quote to replace all trim trail edging for total £2,434 inc VAT.

JR and PB met onsite to look at the trim trail and suggest removing all but the monkey bars and hurdles. JR's contractor quoted £750 for the removal of the unwanted equipment, bark, edging and soil. Price did not include making good / re-seeding the grass. Cost did not include repairing surrounds to items being kept.

Council resolved for Clerk, JR and PB to meet on site to finalise plans for final costings.

13. Playing field condition

Council considered that there was little to be done to stop rabbits on the playing field and suggested maybe some of the soil from the pavement works be piled in a corner to be used to fill the holes.

14. Bend in road signage – Fornham St Genevieve.

£3,000 funding now received from District & County Cllrs, so Clerk will order the sign. Pole already arrived, license is in place, as is contractor to install pole.

**Action: Clerk to order unit.**

**Action: JR and Clerk to do site visit to finalise exact location and assess if any tree/hedge work required.**

15. Councillors reports and items for future agenda.

- i. Speeding in the village – Cllr Mahon.  
Ongoing.

Resident questioned why there was a national limit between Barton Hill and the rest of the village?

Council confirmed that it created a natural divide between the village and the town and potentially would make it harder for any infill development on that stretch.

The item had been raised with SCC previously, but there had been no inclination to consider changing it.

16. Correspondence.

- i. Verbal correspondence received regarding kids/youth behind the garages in Park Avenue and through the fence into All Saints Resort, leaving rubbish and being a nuisance. Fence is down and needs repair. Also a swing has been constructed. ASR aware of the issues and concerns – problems ongoing.
- ii. Great Barton Parish Council requesting input regarding application for 5 year temporary site access for construction traffic on the A143.  
**Council resolved not to make comment.**
- iii. Resident raised the issue with BM of increased dog fouling on Lark Valley Drive. Clerk advised council could get signs from WSC. Council decided signs wouldn't work and to just put a piece in the next Bugle.
- iv. DY requested 10 more copies of the village welcome pack.  
Action: Clerk to check if he has an original document and look at prices to print.  
Council discussed updating it, if and when the villages come under one new parish council, and questioned whether an online format would be better/more cost effective.
- v. Resident request for gulley sweeping in Parklands Green.  
Action: Clerk to raise with WSC.
- vi. Internal Audit Information received from SALC.  
Action: Clerk to circulate and add to March agenda for approval.
- vii. Path at bottom of Barton Hill.  
Covered under Public Forum.
- viii. Invitation for walk around at ASR.  
Covered under Public Forum.
- ix. Invitation to meeting at the waste hub to hear about proposed changes.  
Meeting arranged 23<sup>rd</sup> February, 6.00pm.  
JR / PB / LLS / BM all keen to attend, Clerk to liaise.

17. Date of next meeting.

Next meeting to be held on March 12<sup>th</sup> 2026, at 6.30pm in the Village Hall.

**Meeting closed 19.50pm.**

To be signed by the Chairman at the next meeting of the Parish Council, Thursday 12th March.

Signed: *Clive Last*

Date: 12<sup>th</sup> March, 2026