

# Fornham St Martin cum St Genevieve Parish Council

APPROVED Minutes of the Parish Council Meeting held on Thursday 24<sup>th</sup> July 2025 at 7.30pm in Village Hall

**Councillors present:** Clive Last (CL) Chair, John Rushman (JR) Vice Chair, Paul Butler (PB) and Brandon Mahon (BM)

**In attendance:** Locum Clerk Justin Hook (JH), County Cllr Rebecca Hopfensperger RH), Hannah Cuthbertson, All Saints Resort (HC) and 5 members of the public

**Apologies received:** Vicky Bright (Clerk)

## PUBLIC FORUM

David Yates from the Church shared the following updates:

- Looking forward to receiving the donation towards churchyard maintenance.
- Suggested PC look at CCLA for savings accounts offering good rates.
- Met with 2 PCSO's and spoke about the issue of speeding in the village. PCSO's were going to look into it and come back with further information.
- City Fibre: Official complaint lodged with SCC, City Fibre given one month to act.

Hannah Cuthbertson from All Saints Resort shared the following updates:

- The new eco pledge is in place with the aim of being the greenest hotel in the area.
- 20 new EV points planned once UKPN have installed new transformer – open to villagers.
- Pre-app in place for 25 overspill parking spaces close to pods, behind Birkdale Court. ASR have engaged with neighbours who would be most affected.
- Pre-app to extend below new gym area to enhance spa facilities and create a spa-garden.
- Contractors on the site have been receiving unacceptable abuse from angry residents.
- Ongoing tree works permitted under Forestry Commission license, to remove diseased trees. 7 year replanting schedule part of the license, but ASR planning to complete sooner.

Resident agreed that abuse was not acceptable, but pointed out that the felling license cited cricket bats not disease and was therefore misleading.

Cllr Mahon asked what the works were on the B1106?

HC confirmed this was the maintenance access which was approved via appeal.

Barton Hill resident raised the following concerns:

- Tarmac mound on the footpath acting like a dam, now full of mud. Who did it? Drain has been emptied and dumped on the verge, drain no longer visible.
- RH confirmed tarmac has been reported, but there is no actual outlet for the drain, just a channel that goes nowhere.
- River Lark Bridge to the bungalow, was previously cut back but not taken away, now growing with nettles. Needs cutting back again.
- Bus stop just past BMW overgrown and needs trimming back as blocking visibility of traffic coming round the bend.

**ACTION:** Clerk to report all three on SCC portal and give numbers to RH for follow up.

## AGENDA ITEMS

1. Chairs welcome & apologies for absence.  
The Chair welcomed attendees to the meeting.  
Apologies received from the Clerk who is on sick leave.
2. To receive any Declarations of Members' Interest.  
None received.
3. Approve and adopt draft minutes from Council Meeting 12<sup>th</sup> June.

**Council noted that the date of the July meeting had changed and resolved to approve the minutes and the Chair signed them.**

4. Council to consider co-opting Linda Leong-Son onto the Council.  
**Council resolved to co-opt Linda Leong-Son onto the Council, she joined the table and signed the Declaration of Acceptance of Office.**
5. To receive County & District Councillors Reports.
  - Cllr Broughton sent her apologies.
  - West Suffolk Local plan now adopted, with work starting shortly to create the next plan.
  - RH spoke to monitoring officer regarding recent district devolution/LGR talks where only 3 speakers given opportunity share – not very democratic. Looking at 3 districts with no idea of split, no maps, no boundaries – therefore voting blind. 2 unitaries idea seems to have been discounted.
  - SCC proposing single unitary authority, RH believes for social care esp., this is still the strongest option.
  - 26<sup>th</sup> September final business plans put forward, then government decide.
  - In Norfolk, county proposing 1 unitary, districts proposing 4.
6. Banking update.

Clerk gave documents and card reader to Cllr Mahon and Cllr Rushman to enable access. Cllr Rushman confirmed he has full access on mobile banking.  
Clerk to sit with Cllr Rushman to make payments and initiate access for the Locum Clerk and the Chair.
7. Internal audit.
  - i. **Council resolved to adopt the Internal Audit report form.**
  - ii. **Council resolved to adopt the Internal Auditors report.**
  - iii. **Council resolved to adopt Clerks report of audit findings, noting actions to be taken.**
8. Appointment of Cllr responsibilities (deferred from previous meetings).  
**Council resolved not to appoint a village hall representative.**  
**Council resolved to appoint the Clerk (or in their absence, the Locum Clerk) as Responsible Financial Officer (RFO).**  
**Council resolved that all Cllrs be responsible for trees and footpaths.**
9. Planning applications for consideration;
  - i. DC/25/1024/LB. Application for listed building consent – replacement of existing window with door to side elevation.  
The Stables, Fornham Park, Fornham St Genevieve, IP28 6TT.  
**Council resolved a vote of NO COMMENT on this application.**
10. Finance.
  - i. **Council resolved to authorise outstanding invoices & payments.**
  - ii. **Council noted payments received for June.**
  - iii. **Council resolved to approve the bank reconciliation for June.**
  - iv. **Council resolved to open a Lloyds instant access savings account and move monies into that, keeping a small running amount in the current account.**
11. Highways, footpaths and trees.
  - i. Action on overgrown pathways in the village.  
Clerk has walked the village with FAS' SCC approved contractor to get quotes for work. Much of it is day rate maintenance, with the main job being the path from opposite the playing field down to Tollgate, potentially circa £6k with traffic management. Awaiting firm quotation.  
RH suggested to look into the contractors Gt Barton have used.

**ACTION: Clerk to get other quotes.**

RH advised be mindful of the parish boundaries and therefore responsibility.

**Council agreed this was a priority job, getting the pavements back.**

Cllr Last mentioned the traffic lights outside the Esso garage on the Tollgate not being visible due to trees from the Priory Hotel.

**Action: Clerk to speak to the Priory.**

- ii. Highways signage audit and cleaning plan.  
Clearing of signs will be included in the above works.  
Once complete, signs can be cleaned.

**Action: Clerk to investigate window cleaner / jet wash company.**

12. Spraying of herbicides on the playing field.

**Council noted that the previous resolution was not made in the correct manner and resolved to appoint David Randall to spray collie moth larvae and wooly aphids on bushes in playing field.**

13. Village planters.

**Council noted that the previous resolution was not made in the correct manner and resolved a budget of £30 for the re-stocking village planters after theft of plants.**

14. Speed signs / VAS units.

Clerk provided different options for new solar units, starting from £2,500 +Vat per unit.

Cllr Mahon reported 2 cats killed in the village in the last month.

Cllr Butler reported that he does see cars slowing for the signs.

RH advised originally the units were mobile and moved around the village.

Council discussed white lining pinch points by the village signs as a cheap visual interrupter.

**Council resolved to move the Barton Hill unit back to the top to deter incoming traffic and to revisit this once some of the other projects were complete.**

15. Bend in road signage – Fornham St Genevieve.

Clerk provided options for new lit-up bend sign between £4,100 & £4,600 +Vat (with solar).

Cllr Rushman unsure if solar will work due to large trees and direction.

**Council agreed this was a priority item.**

**Action: Clerk to share details with Cllr Hopfesnsperger to liaise with SCC Highways for site visit and input on location, trigger speeds, exact design, what licenses will be required etc., as well as potential funding.**

16. Gov.uk domain address and emails for Cllrs.

**Council resolved to approve a budget of £500 to move to a gov.uk domain for all emails and website.**

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

Council discussed the idea that combining creates a stronger force, potentially with its own neighbourhood plan, offering greater weight and influence when the new local plan is put forwards.

With devolution and LGR, more powers will be available to parish councils, and councils will either rise to that or possibly lose out, even fail. Combining resources, budgets etc. has benefits, greater pool for Cllrs and skills too. All Fornhams struggling with same key issues.

**Council resolved to invite FAS PC to their September meeting to discuss further.**

18. Bugle Advertising

No invoices have been raised for 2025 advertising period, income circa. £2800.

**Council resolved for Locum Clerk to invoice advertisers.**

19. Parish Matters.

Weekly & monthly H&S inspection report.

Cllr Rushman completes basic weekly checks for insurance purposes and has never seen the detailed monthly reports from WSC.

Council noted all items low risk, but concerned that none were being rectified.

**Council resolved that Cllr Rushman/Cllr Butler continue the weekly checks (until further clarification can be sought), but use the monthly report to begin to identify some of the quick fixes and repairs.**

20. Councillors reports and items for future.

21. Correspondence.

- i. Resident email re: spraying on the field, charity minutes, APM minutes.  
Item partly covered under items 12 & 13. Clerk confirmed that the King George Playing Field is a charity and as such trustee meetings and minutes are not actually public domain. Clerk now has reports to be able to create APM minutes.
- ii. Bugle advertiser email: re missing invoice.  
Covered under item 18.
- iii. Resident re: obscured speed limit signs.  
Clerk responded that works are planned.
- iv. Resident email re: path from Barton Hill to Tollgate.  
Clerk responded that works are planned.
- v. Resident emails re: City Fibre pavement cleaning in St Andrews Drive, PCSO visit and bank accounts.  
Covered in Public Forum.
- vi. Email from All Saints Resort re. verbal abuse.  
Covered in Public Forum.
- vii. Email from litter pickers re: more bags.  
Cllr Last actioned.
- viii. Email from SALC Payroll services re: payroll charges increase.  
Council noted.
- ix. Email from the Circuit re: defib registration.  
Clerk to action and share details with Cllr Mahon and defib team.

**Council resolved to change the date of the next meeting, to be held on Thursday 4<sup>th</sup> September 2025 at 7.30pm in the Village Hall.**

**Meeting closed to the public 9.52pm.**

To be signed by the Chairman at the next meeting of the Parish Council, Thursday 4th September.

Signed: *Clive Last*

Date: 4<sup>th</sup> September, 2025