

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 5th February 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. Rebecca Hopfensperger – WSC/SCC. Martin Loveridge & Jill Mayhew – FASPC.

ITEM	<u>PUBLIC FORUM:</u>
	3 members of the public were in attendance.
24/02/1	<u>Chairman's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):</u> Apologies: None.
24/02/2	<u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u> None.
24/02/3	<u>Approval of the Minutes of the Parish Council meetings – LGA 1972, Schedule 12, para 41(2):</u> <u>Meeting held on 8th January 2023-4 – Resolved 24/02/3.01</u> The minutes of the Parish Council meeting held on 8 th January 2024 were adopted as a true statement and signed by the Chairman (JBo).
24/02/4	<u>Councillor Vacancies and Co-Option</u> The Clerk confirmed that an application had been received from John Rushman. Cllr. P. Butler proposed co-option of John Rushman, this was seconded by Cllr. Collier, a vote was taken that was unanimous in favour. <u>Resolved 24/02/4.01</u> John Rushman was co-opted as Councillor, Cllr. Rushman signed his Declaration of Acceptance of Office and this was countersigned by the Clerk. The Clerk is to email a Register of Interests form and the Councils governing documents, Code of Conduct etc. to Cllr. Rushman.
24/02/5	<u>Local Authority Reports:</u> <u>County & District Councillors:</u> Cllr. Broughton sent her apologies. Cllr. Hopfensperger gave an update on Item 6 (x). Cllr. Hopfensperger gave a report; <ul style="list-style-type: none">• I will be attending the DCC on 7th February to speak on behalf of residents in relation to application DC/22/1887/FUL.• SCC Budget – the withdrawal of arts funding has been a contentious issue with residents, but additional money has now been received from the government, £500,000 will be put in a pot, so any Arts & Heritage projects can bid for some of the funding now available.• The SCC Budget goes to Full Council for approval on 15th February.

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- Potholes – I have raised the procedure and the fact that it is not improving and the procedure is not being followed, a review is currently being undertaken. Highways have now got a ‘Dragon Patcher’ which does a proper fix in 8 minutes. Cllr. Hopfensperger is to escalate and encourages residents and the PC to keep reporting the potholes.
- S.19 Notice Compiegne Way
- Station Hill resurfacing is scheduled, but not as a priority

24/02/6

i)

Planning (For Consideration):

Footpath 3 Proposed Diversion Consultation – WSC

Resolved 24/02/6.01

No comments to be submitted.

ii)

(For information only):

DC/23/1826/TPO - TPO 175a (1993) tree preservation order - two Pine (T1 and T2 on plan within G21 on order) and one Oak (T3 on plan G18 on order) fell. Location: Fornham Grange, School Lane, Fornham St Martin – Approved 22nd January 2024.

iii)

DC/23/1857/FUL - Planning application - construction of two outdoor soft tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve – Withdrawn 12th January 2024.

iv)

DC/23/1885/FUL - change of use of part of golf course for the siting of nine caravan lodge holiday homes. Location: All Saints Hotel, The Street, Fornham St Genevieve – Withdrawn 12th January 2024.

v)

AMENDED DC/22/1887/FUL - create access into All Saints Golf and Country Club. Location: Land off the Street, Fornham All Saints – Pending Decision!

vi)

DC/23/1748/FUL (Amended) – Planning application - change of use from office (class E) to ten hotel rooms (class C1) on second floor including six additional roof lights and three automatic opening vents. Location: All Saints Hotel, The Street, Fornham St Genevieve – Approved 16th January 2024.

vii)

AP/23/0049/STAND - Planning application - construction of two outdoor tennis courts (as amended 03.03.2023). Location: All Saints Hotel, The Street, Fornham St Genevieve (APPLICATION DC/23/0051/FUL) – Withdrawn 16th January 2024.

viii)

DC/23/1343/FUL - two outdoor tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve – Withdrawn 12th January 2024.

ix)

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!

x)

Update on Enforcement EN/21/0057 St Johns Plantation Trees & Update on WSC meeting Re: Hotel applications

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Cllr. Hopfensperger confirmed that Rachel Almond (WSC Planning) has agreed to a meeting with Cllr. Hopfensperger/FASPC/FSMSGPC, she is just awaiting some info from Mr Harris and then a date will be confirmed. She has confirmed that she has advised Mr Harris that a Master Plan would be the best way forward, but he has refused and she cannot force him to provide one.

24/02/7

Highways/Footpaths & Trees:

i)

Update on outstanding highways issues & site visit by PROW for the Old Thetford Road footpath (RH)

No updates received, Cllr. Hopfensperger is to chase.

ii)

Update on site visit by PROW for the Old Thetford Road footpath (JBo)

Councillors met with PROW, Cllr. Borrett (JBo) gave the following report;

'PROW accepted that the original route off the roadway up to the point it meets the A143 is definitely a PROW and as such they will arrange to have it maintained/cleared. The other section running parallel with the A143 up to The Drift was always expected to be adopted, but they have never done so, they will check with two other landowners who are apparently involved and will adopt ASAP. James Pickerin did stress how short-handed Prow is and warned they cannot maintain it until it is formally adopted.'

We enquired whether the other footpath running alongside the sheep pastures could be adopted too. They said go ahead and apply as it was agreed that we had established a right of way over the years.'

The Parish Council is to consider the S42 scheme and PC's taking on certain Highways responsibilities in the village.

iii)

Street light Russell Baron Road – Reinstatement SCC update (RH)

The light column has now been installed and it is just now waiting on the lamp being connected, Cllr. Hopfensperger is to chase.

iv)

Barton Hill VAS post installation date update

No date yet for installation, the Clerk is to chase.

v)

Update on White lining/hatching outside the Woolpack pub

Cllr. Hopfensperger is to follow up on the white lining/hatching outside the Woolpack pub, as the 2-week timeframe for an update has passed.

24/02/8

Parish Matters.

i)

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

No issues were highlighted on the weekly inspections. Cllr. Butler will carry out the weekly inspections until the next meeting, it was agreed that the inspections need to be carried out on a rota system again, as before.

ii)

Update on Trim Trail hurdles installation

The Clerk confirmed that the installation of the new hurdle is now scheduled for w/c 26th February.

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- iii) **Discuss Play Area Repairs / Refurbishment (Public views)**
The Clerk is sourcing quotes for the repairs highlighted in the Annual RoSPA inspection. No response to the request in the Bugle, for opinions and views or suggestions were received and no members of the public attended tonight's public forum to discuss the play area.
- iv) **Market Stall 21 Barton Hill – Enforcement Update**
Photo's have been sent to enforcement showing the current state. Cllr. Hopfensperger is to follow up with the enforcement officer.
- v) **Grass cutting tenders - accept quote +/- add KGPF grass cutting to the schedule or accept WSC quote**
The Clerk presented 3 quotes for the grass cutting tender; Tilbrook's, TOP Garden & TCL.
Resolved 24/02/8.01
It was agreed to accept the WSC quote for the grass cutting of the King George playing field at a cost of £2,956.50.
Resolved 24/02/8.02
It was agreed to accept the quote from Tilbrook's for the grass cutting, hedge trimming and leaf clearance in the village sat a cost of £1,529.52 + VAT.
- vi) **Update on Bus shelter installation & Lark Valley Notice board installation**
The Bus Shelter has been installed, the Clerk can confirm she has received no formal complaints in writing and most residents seem pleased with the new shelter, which no longer leaks.
- vii) **Report of Village Hall Finances and Update on Porch damage/repairs +/- discuss a donation from the PC**
Cllr. Butler reported that the front porch had been damaged after a fire engine reversed into it, considerable damage has occurred and a loss adjustor has been out and a Building survey carried out, and they are awaiting the report. They have lost some bookings as a result. Cllr. Butler advised that the hall has now had a meter installed to help reduce heating costs. The committee is looking at Solar panels, it is a big capital outlay but could reduce energy costs at the hall significantly; Cllr. Hopfensperger is to look grants and schemes that may be of help.
Cllr. Butler has requested an increase to the PC annual donation, on behalf of the hall committee, they are asking for the hall electricity donation to be increased by £1,000, they already receive a £750 donation and a further donation of £500 towards maintenance costs, annually. The Clerk is to look at the budget and report back to council for the May meeting when annual donations will be agreed.
- 24/02/9 **Correspondence:**
- 24/02/10
i) **Finance & Policies:**
Parish Council Bank Reconciliation from list of payments/receipts
Resolved 24/02/10.01
The bank balances and reconciliation of payments and receipts were received and adopted and initialled & signed as such by the Chairman. The bank account balance as of the 29th December 2023 is £27,112.41.

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ii) **Cheques for signing and approval and to authorise payment of outstanding invoices
Resolved 24/02/10.02**

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	Mileage, salary, overtime & postage	002424	£72.18
Mrs D Pott	Litter Pickers	002425	£145.09
Meral Ahmed	Bugle compiler Inv 007	002426	£227.59
First Impressions	Bugle printing INV SI-418	002427	£387.25
MJL Building Services	Bus shelter & installation	002428	£1,830.00

iii) **New bank account & Mandate update**

The Clerk confirmed that the forms have now been signed by all Councillors, for the mandate and online banking. Cllr. Steward & Cllr. Collier needs to take their ID into branch to be verified and the Clerk needs to provide formal confirmation that she is acting as appointed representative of the Council, the last 6 months bank statements for the Bank of Ireland account and a set of audited accounts for the Council.

Resolved 24/02/10.03

The Council formally approved the new Lloyds account to be opened with all Cllr's as signatories. They also formally confirmed approval and appointment of the Clerk/RFO; Vicky Bright to act as the Councils representative for the new account.

24/02/11

Councillors Reports and Items for Future Agenda's

Date of Next Meeting: Annual Parish Council Meeting on Monday 13th May 2024, following the Annual Parish Meeting, in the Fornham St Martin Village Hall.

Meeting closed at 9:46pm

Signed: *Mike Collier*
Vice Chair, FSMSGPC

Date: 13th May 2024