

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 8th January 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>
24/01/1	<p>Seven members of the public were in attendance.</p> <ul style="list-style-type: none">Residents raised concerns alongside members of Fornham All Saints Parish Council, regarding the multiple and duplicate number of applications from the Hotel, the lack of communication and disregard for resident's quality of life and amenity. It was discussed that a proper business plan should be provided. The Parish Council and members of FASPC are trying to arrange a meeting with West Suffolk Council Planning, via Cllr. Hopfensperger to discuss these concerns and then go forward to meet with Mr Harris. See Item 5 (x).The speed limit on the B1106 near Aspen Lodge was raised as a concern, following 2 serious accidents in the last 4 weeks.
24/01/2	<p><u>Chairman's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):</u> Apologies: None.</p>
24/01/2	<p><u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u> None.</p>
24/01/3	<p><u>Approval of the Minutes of the Parish Council meetings – LGA 1972, Schedule 12, para 41(2):</u> <u>Meeting held on 13th November 2023 – Resolved 24/01/3.01</u> The minutes of the Parish Council meeting held on 13th November 2023 were adopted as a true statement and signed by the Chairman (JBo).</p>
24/01/4	<p><u>Local Authority Reports:</u> <u>County & District Councillors:</u> Cllr. Hopfensperger gave updates on Highways issues, see Item 6 (i), (ii) & (iv).</p> <p>Cllr. Hopfensperger gave a report;</p> <ul style="list-style-type: none">Bury Records Office is to be moved to Ipswich, as this was the least expensive of the options available, it would cost up to £5 million to upgrade the current site.Arts Funding will stop, so the Theatre Royal will no longer receive funding
24/01/5 i)	<p><u>Planning (For Consideration):</u> <u>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:</u></p>

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Fornham Grange, School Lane, Fornham St Martin

Resolved 24/01/5.01

Formal Resolution of No Objections submitted 21st December 2023.

- ii) **DC/23/1857/FUL – Planning application – construction of two outdoor soft tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve**
Resolved 24/01/5.02
Formal Resolution of Objections and Holding Objection request submitted 13th December 2023.

Cllr. Hopfensperger confirmed she will call this into delegation and will chase the Planning Officer regarding the Holding Objection.
- iii) **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**
Resolved 24/01/5.03
It was agreed to Object to the application.

The Clerk is to request an extension to the deadline, as per the deadline that FASPC has of 21.01.24, the Clerk will then draft objections for approval to be submitted.
- iv) **AMENDED DC/22/1887/FUL – create access into All Saints Golf and Country Club. Location: Land off the Street, Fornham All Saints**
Resolved 24/01/5.04
It was agreed to reiterate our previous objections.

(For information only):
- v) **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 – Pending decision!**
- vi) **AP/23/0042/STAND – Planning application – outdoor gymnasium including open sided exercise shelter, moveable exercise equipment and equipment storage container LOCATION: All Saints Hotel, The Street, Fornham St Genevieve, Suffolk (APPLICATION NO: DC/22/1378/FUL) – Appeal dismissed 22nd December 2023! It is now important to monitor any use of the building. Cllr. Hopfensperger will check the timeframe for the structure to be removed and will follow up on the tree planting schemes as well.**
- 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) – Pending decision!**
- viii) **DC/23/1343/FUL – two outdoor tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve – Pending decision!**
- 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!**

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

Cllr. Hopfensperger is arranging a meeting with WSC; the members of the Parish Council, along with FASPC will attend, the following items are to be raised;

- *Removal of Tree's/TPO's (St John's Plantation) including the two re-planting schemes previously agreed that have not been carried out!*
- *Clearing of the site (incl. hardstanding) and putting back to original, for the refused outdoor gymnasium, how will this be enforced and monitored?*
- *Clarification on the Appeals process and the process of multiple identical applications?*
- *Further details on the lodges and the overall plan, and raise the issue of the screening/planting that also has not been done!*
- *Enforcement on the new windows (converted offices top floor)*
- *Footpath diversion and signage?*
- *Parking provision plan (to take into account the approved lodges and the amended 4 bed lodges, more hotel rooms, more lodges etc.*
- *And the request that we get to see a Master Plan from Mr Harris, rather than piecemeal applications.*

24/01/6

Highways/Footpaths & Trees:

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

- The 'Old Thetford Road' footpath is to be added to the definitive map, and a meeting with James Pickerin – PROW has been scheduled for 17.01.24 to walk the route and discuss outstanding concerns.
- Cllr. Hopfensperger has confirmed that she has added the missing 30mph roundel under the FSM sign, on the village entrance by the BMW garage, to her list for the extra funding.
- The benches have now been added to WSC asset list and have had repairs carried out.

ii) **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.

iii) **Barton Hill VAS post installation date update**

The Clerk confirmed she has had confirmation from SCC that the works have been ordered, but as of yet there is no date. The Clerk is to reiterate with them that the new post needs to be re-sited 'about a foot to the right as you're looking at it from the road, adjacent with the concrete fence post, on the edge of the grass line'.

iv) **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.

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24/01/7

Parish Matters.

i)

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

The Clerk confirmed that the fence rail has now been replaced, thanks to Will Ford for doing this at no cost.

Cllr. Steward (NS) 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.

It was agreed to advertise the play area refurbishment in the Bugle and incite residents to attend the February meeting, to have their view.

ii)

Update on Trim Trail hurdles installation

The Clerk confirmed that the installation of the new hurdles is scheduled for w/c 12th February.

iii)

Market Stall 21 Barton Hill – Enforcement Update

It was agreed that the site is still a bit of ‘an eyesore’ with rubbish blowing across the road and in neighbouring gardens during high winds. The Clerk is to chase with the Enforcement Team at WSC.

iv)

Grass cutting tenders - agree village works and King Georges playing field grass cutting ahead of site visits

Cllr. Collier and the Clerk are working on a schedule of works and will be arranging to meet contractors for site visits and quotes for the February meeting. It was suggested that a quote to include the grass cutting etc. at the King George playing field and entrance/gate area be requested too, in order to compare to the WSC quote for the season.

24/01/8

Correspondence:

- West Suffolk Council Strategic Priorities for 2024/28 – The Clerk has forwarded the email to all Councillors for the information.
- PCC Precept 2024/25 Survey – The PCC has launched a survey to gauge public opinion on the precept proposal to raise the Precept for the PCC portion by £13 per year (for a Band D property) go to the PCC website for more information;
<https://suffolk-pcc.gov.uk/news/precept-survey-pcc-proposes-increase-in-precept-to-fund-constabulary-in-2024-25>
- Visit from the WSC Cahir, Roger Dicker – The Clerk advised that Cllr. Dicker would like to attend a PC meeting to strengthen relationships with the Parish Councils in West Suffolk, it was suggested that the Clerk invite him to attend the March meeting.

24/01/9

i)

Finance & Policies:

Parish Council Bank Reconciliation from list of payments/receipts

Resolved 24/01/9.01

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 1st December 2023 is £28,922.99.

ii)

Cheques for signing and approval and to authorise payment of outstanding invoices

Resolved 24/01/9.02

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

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Mrs V Bright	Expenses, mileage, overtime & salary difference	002418	£239.91
ICO	Data Protection Fee	002419	£40.00
Mrs D Pott	Litter picker	002420	£132.12
Playdale Playgrounds	Trim Trail Hurdles 50% deposit	002421	£2,854.45
Heartwood Tree Services	Playing field tree works	002422	£650.00
FSM PC	New bank A/C Lloyds Opening balance	002423	£5,000.00

Cheques for Approval Signed between meetings **Resolved 24/01/9.03**

It was agreed to approve cheques signed between meetings, which were signed by Cllr. M. Collier & Cllr. P. Butler

Mrs V Bright	Salary increase & backdate pay	002411	£384.00
Mrs V Bright	Reimburse staff Xmas Gifts	002412	£375.00
Mrs V Bright	Expenses & mileage	002413	£171.10
Meral Ahmed	Bugle compiler	002414	£227.59
Mrs D Pott	Litter picker	002425	£132.12
First Impressions	Bugle printing	002416	£579.60
Notice Board Company	New notice board Lark Valley	002417	£420.00

iii) **Agree & adopt the 2024-2025 Budget** **Resolved 24/01/9.04**

It was agreed to adopt the budget for 2024/25 with expenditure of £34,331.44.

iv) **To Agree & Adopt the Precept Figure for 2024-2025** **Resolved 24/01.9.05**

It was agreed to submit the Precept request at £32,331.00, a 9.3% increase to residents' tax bill, which equates to an increase of £5.56 per annum, per household (based on Band D property).

v) **Bugle Financial Report and discuss the resignation of the Bugle Compiler**

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The Clerk presented a financial report for the 2023 Bugle. The income from advertising has dropped significantly and as a result the Bugle is no longer paying for itself and the Parish Council has subsidised the Bugle this past year at a cost of £3,441.04, with a projected short-fall for the 2024 editions at £2,376.20. The Clerk advised that the Compiler has submitted her resignation, to be effective after the next 3 editions are produced. The Clerk advised that she has received no interest in the vacant role of distribution overseer either. It was agreed to advertise the two roles in the Bugle and ask residents for feedback on whether they still want the Bugle, and suggestions for any changes or a way forward.

vi) **Discuss annual COL pay increase for the Litter Pickers**
Resolved 24/01/9.06

It was agreed to raise the Litter Picker salary by the recommended 9.8% Cost of Living increase.

vii) **Notification of external auditor appointment for the 2023-24 financial year**
Resolved 24/01/9.07

It was agreed to appoint Mijan Ltd as the Internal Auditor for the 2023/24 financial year end.

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

The Clerk confirmed that the forms have now been completed and the bank have carried out all checks and will send the forms for signature, after they have been signed and returned the new account should take 4-6 weeks to be up and running.

24/01/10

Councillors Reports and Items for Future Agenda's

- Grass cutting quotes to be discussed and agree new contractor
- Bus Shelter update
- Play Area Refurbishment plans
- Councillor vacancies update

Date of Next Meeting: Parish Council Meeting on Monday 5th February 2024 at 7:30pm, in the Fornham St Martin Village Hall. Followed by the King George Playing Field Trustee Meeting/

Meeting closed at 10:04pm

Signed: *J. Berrett*
Chair, FSMSGPC

Date: 5th February 2024