

# Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council  
held on Monday 14<sup>th</sup> October 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. J. Rushman (JR).

**Also present:** Vicky Bright, Clerk PC. David Yates – PCC.

ITEM	<b><u>PUBLIC FORUM:</u></b>
24/10/1	<p>1 member of the public was in attendance.</p> <p>A resident in attendance raised the following issues regarding the hotel;</p> <ul style="list-style-type: none"><li>• Item 6(i) on the agenda regarding the appeal for Maintenance Access at the Hotel, the PC should strongly object as there are no justifiable grounds for this, as the Golf Course has been maintained for decades without vehicular access, and this is obviously a ruse for more lodges on the golf course.</li><li>• The hotel application for lodges, clearly stated 5 car parking spaces, this appears to have now increased to 16 spaces, and therefore it appears conditions of approval are in breach.</li><li>• The lodges were not approved for permanent residence; however, it appears military personnel are staying there long term, with vans being parked overnight.</li><li>• The Hotel has once again carried out tree felling and heavy pollarding on the golf course in FAS along the B1106.</li><li>• The failure of a H&amp;S assessment for moving the fairway and its effect on the PROW and Birkdale Court residents shows a total lack of care.</li><li>• The conifer hedge along Birkdale Court is another example of lack of care and is having a detrimental effect on the mental health of neighbours.</li><li>• The outdoor gym is now open and is already very loud, with instructors shouting from very early on, thus impacting negatively on neighbours.</li><li>• 2 new brick signs, which are brightly lit, have appeared at the entrance. Was planning sought and approved for these?</li></ul> <p>Other items raised during the public forum were;</p> <ul style="list-style-type: none"><li>• Overgrown vegetation is impeding on the footway between the Drift (LHS) up to Barton Hill. The Clerk is to report this online to SCC.</li><li>• Speeding through the Street seems to have increased again. The Chairman advised that he had seen the Police Speed Check unit in the village within the last few weeks.</li></ul>
24/10/2	<p><b><u>Chairman’s Welcome &amp; Acceptance of Apologies for Absence (LGA 1972, Section 85(1) &amp; (2)):</u></b> Apologies: None.</p>
24/10/3	<p><b><u>Declaration of Members’ Interest (for items on the agenda) – LGA 2000 Part III:</u></b></p> <p><b><u>Approval of the Minutes of the Parish Council meetings – LGA 1972, Schedule 12, para 41(2):</u></b> <b><u>Meeting held on 9<sup>th</sup> September 2024</u></b> <b><u>Resolved 24/10/3.01</u></b></p>

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The minutes of the Parish Council meeting held on 9<sup>th</sup> September 2024 were adopted as a true statement and signed by the Chairman (JBo).

24/10/4

## **Councillor Vacancies**

The Clerk confirmed that the Council now has two vacancies, following the resignation of Cllr. Steward and that WSC had confirmed that following the notice of vacancy, no election had been called by residents and therefore the PC can now co-opt for both vacancies. She confirmed that no applications or interest has been received.

24/10/5

## **Local Authority Reports:**

### **County & District Councillors:**

Cllr. Broughton (WSC) sent her apologies.

Cllr. Hopfensperger (WSC/SCC) sent her apologies and provided the following report for WSC via email;

*'The full council meeting tomorrow, where we will discuss the simpler recycling proposal, I spoke about this at the last meeting where we discussed the separation and collection of food waste (weekly) and the glass bottles meaning that you will likely see an increase in the number of bins per households. We will be amending the proposal to ensure that two weekly collections are not changed, that a process is put in place to assist those properties that are short of space for multiple bins and ensuring that government funding is in place before contracts are signed and money is spent that may not be covered by government.'*

24/10/6

i)

### **Planning (For consideration):**

**AP/24/0034/STAND – (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**

The Clerk advised that our previous objections to application DC/24/0433/FUL would be included with all the information sent to the Inspector by the LPA. It was agreed that the Clerk should respond with the following additional comments;

*'We would like to stress that the golf course has been maintained with no vehicular access for decades, and it is felt that this application and proposal for access is not for the reasons being applied for, but is in fact pre-empting applications for further lodges on the golf course. The applicant has precedent for this behaviour.'*

ii)

**DC/24/1211/HH - a. single storey front extension, b. conversion of garage to habitable room. Location: Oak House, Barton Hill, Fornham St Martin**

### **Resolved 24/10/6.01**

No Objections to application DC/24/1211/HH.

iii)

**DC/24/1123/FUL - reinstatement of 10-metre-high golf ball safety nets to the rear of 23-29 Pigeon Lane on the golf course side of existing tree belt. Location: All Saints Hotel, The Street, Fornham St Genevieve**

### **Resolved 24/10/6.02**

*No Objections in Principle;* but we would add that with no Risk Assessment of the proposed length, height and siting of the proposed safety netting, then we have concerns that the safety net structures proposed are not fit for purpose and are not able to provide the necessary element of safety and protection that it is needed for the residents of Pigeon Lane.

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- iv) **DC/24/1091/FUL - parking area for 15no. cars. Location: All Saints Hotel, The Street, Fornham St Genevieve**  
**Resolved 24/10/6.03**  
*No objections in Principle, but we would like to request that Tree Protection, a Landscaping Plan and re-planting scheme should be included within the conditions of approval in response to the Arboricultural Officer's comments and we would request that the LPA closely monitor any conditions and tree works once work has started, due to the applicant's history of not adhering to conditions of tree protection and re-planting schemes of previous applications.*
- v) **(For information only):**  
**DC/24/0538/FUL- two pickleball courts and two tennis courts. Location: All Saints Hotel, The Street, Fornham St Genevieve – Holding Objection – Re-Consultation pending!** The Clerk gave the following update from the Planning Officer;  
*'We did request additional details in light of the PC comments a couple of weeks ago, with additional information provided by the planning agent on the 16 September. A formal re-consultation has not been sent at this stage as, upon speaking to the wider team, we feel that further details are required that I will be requesting from the planning agent in due course. Therefore, for ease, we felt it would be best until these further details are received so that they can also be included within the re-consultation.'*
- vi) **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 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 – Pending Decision!**
- vii) **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 – Re-Consultation Pending!** The Clerk gave the following update from the Planning Officer;  
*'We have now received some additional and amended information which I am looking to review this week. If we agree to accept it, a full re-consultation will be carried out, so the Parish Council, neighbours and other statutory consultees will be able to submit additional comments.'*
- viii) **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 – Approved 04.09.2024.**
- ix) **DC/24/0981/HH – outbuilding in rear garden. Location: 8 Turnberry Drive, Fornham St Martin – Approved 06.09.2024.**

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- x) **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! No update.**

24/10/7

**Highways/Footpaths & Trees:**

- i) **Update on Old Thetford Road footpaths Maintenance and adoption by PROW**  
The Clerk reported that there is currently no update on the adoption of the footpaths.
- ii) **Update on White lining/hatching outside the Woolpack pub**  
Cllr. Hopfensperger advised via email that she will chase the works date.
- iii) **Update on Signage/lining on B1106 towards Culford/West Stow Road**  
Cllr. Hopfensperger advised via email that the replacement signs with high visibility yellow backing on the bend on Culford Road will be installed before 19<sup>th</sup> December.
- iv) **Footways Barton Hill bus stop/Thetford Road Overgrown vegetation Update (Ref: 00480632)**  
Cllr. Hopfensperger advised that Andy Moore – Highways is going to inspect the site.
- v) **Damaged wooden fence next to pedestrian exit Oak Close by the Green Update (Ref:00491051)**  
West Suffolk Parks Department have agreed to replace the fence.
- vi) **Discuss overgrown trees next to the Lark Valley footpath**  
Cllr. Hopfensperger asked Andy Moore to investigate, but Andy has advised the Clerk that the trees are not owned by SCC. The Clerk is going to advise Cllr. Hopfensperger that the trees are the responsibility of WSC and ask her to look into this with them. It is the trees by 31 Lark Valley.
- vii) **Discuss condition of roundabout road signs & traffic islands at Culford Rd & Thetford Rd approaches (B1106)**  
Cllr. Hopfensperger gave the following response;  
*'The cleaning of the road signs I'm afraid is not a priority for Highways, so whilst a reactive order has been raised its not very high on the list, and I know Fornham All Saints ordinarily do this carried out by volunteers via the self-help scheme. I've asked Mark Walsh again about street cleansing at the roundabout through to Barton Hill.'*
- The Clerk confirmed that she had spoken with Andy Moore, who advised that it is unlikely that the signs will get cleaned, unless the PC pays for it. It was agreed to get some quotes for works in the village relating to highways and then see if we can get Highways permission to use our own contractors.
- It was discussed that the self-help scheme is not feasible as there are no volunteers prepared to do it. It was suggested that the PC look at increase to the Precept in order to budget for some of the minor highways & PROW issues that need doing in the village, the Clerk is to place a notice in the Bugle advising residents that this may be necessary.

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- viii) **Discuss visibility/overgrown vegetation of the 30mph roundels at the edge of the Village past the Church**  
Cllr. Hopfensperger has advised that the PC needs to find out who owns this land as it would be preferable for us to write to the land owner of the adjacent fields to deal with this in the first instance. The Clerk is to try and find out who the landowners are.
- 24/10/8
- i) **Parish Matters.**  
**Weekly & Monthly H&S Inspection Reports Trim Trail & Play Area / Agree Rota**  
Cllr. Collier advised that the moles are active again and he has asked the Mole Catcher to take a look. Cllr. Collier also advised that he had fixed the wooden edging of the pull up bars on the Trim Trail and he has replaced two vandalised signs on the picnic tables. Cllr. Collier also mentioned the overgrown nettles affecting visibility by the 5-bar gate to the playing field, he is going to speak to Tilbrook's for a quote to cut them back. Cllr. Rushman will carry out the weekly inspections from now until the November meeting.
- The Clerk was asked to report the overgrown nettles, from the gateway on the RHS of the road downhill towards Bleak House, restricting visibility from and of vehicles exiting the KGPF and also nettles impeding and effectively dangerously narrowing the footpath on the left hand side of the road all the way from there along to the river Lark bridge
- ii) **Annual RoSPA Inspection Report & Play Area Repairs Update**  
The Clerk is to arrange site visits to get quotes for the works needed from local contractors.
- iii) **Discuss Tree Felling and Tree Protection Order Campaign – Trees bordering the River Lark & Golf Course**  
The Clerk advised that residents had raised concerns regarding more tree felling and heavy pollarding and had requested to speak during the public forum to ask the PC to consider campaigning for a Tree Protection order to be applied to the remaining trees that border the River Lark and the Golf course, unfortunately those residents have not attended tonight as planned. The Clerk advise that she had informed both our District Councillors and Sarah Drane (Planning Enforcement) of the tree felling and had received the following response; *'The trees in question were not protected and pollarding the trees doesn't require a felling licence. There has been some felling but within the 5 square meters per quarter that doesn't require a licence.*
- All Saints have also advised that they will be doing further felling which will require a felling licence and they have made an application to the forestry commission. This will be open for consultation shortly under the following link, I understand there is a period of 21 days to comment.*
- <https://experience.arcgis.com/experience/d7b0fd8800164bc3af7e50983517d191/page/Page-1/>
- Please feel free to share this more widely. I'm trying my best to keep tabs on things at this site. I am meeting Mr Harris again next week and will impress on him the importance of letting us know what he's doing and checking whether or not he needs planning permission before he does anything. Feel free to raise anything about this site with me – it really helps if you have photos and details of the location of what's been done or going on to help our investigations.'*

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It was agreed that the Clerk should write to WSC Enforcement and David Harris to ask what is happening with previous enforcement cases and replanting schemes from conditions of approved applications.

- iv) **Dog Fouling – (footpath between Birkdale and St. Andrews & the footpath running along the field from the bottom of Lark Valley Drive through to School Lane)**  
The Clerk advised that a resident had raised concerns over dog fouling in two locations; the footpath between Birkdale and St. Andrews and the footpath that runs along the field from the bottom of Lark Valley Drive through to School Lane. It was suggested that a notice in the Bugle naming the locations and some signage at the locations may help. The Clerk is to enquire with WSC regarding signage.
- v) **Touring Caravan Complaint Update – Gleneagles Close**  
The Clerk advised that WSC had asked for the issue to be reported again to Enforcement via online form, the Clerk confirmed she has done this and is awaiting their response to enquiries around enforcement of the Builders Covenant and any other legislation regarding building lines. It was questioned whether neighbours had tried approaching the resident who owns the caravan first, before asking the PC to intervene, and that perhaps a friendly informal approach may work better.
- vi) **Bonfires Land on the north-east side Tollbridge House Complaint Update**  
The Clerk advised that this had been reported to Environmental Health and she had received the following response;  
*'On 10 September I wrote to the landowners providing them with advice about steps they can undertake to reduce their impact on neighbours. You can provide those contacting you with further complaints of my contact details, and the Council shall investigate their complaint under the statutory nuisance provisions of the EPA.'*  
Paul Speakman  
Technical Officer  
Regulatory Services  
Direct Dial: [+44 1638 719247](tel:+441638719247)  
Email: [paul.speakman@westsuffolk.gov.uk](mailto:paul.speakman@westsuffolk.gov.uk)
- vii) **Bugle Distributor Vacancy Update & clarification of Clerk's duties relating to the Bugle**  
The Clerk confirmed that she had approached two people regarding this and they had declared an interest in taking on the role for remuneration. It was agreed that as no volunteers had come forward and as residents had made it clear following consultation that the Bugle was a vital amenity and would like to retain a paper copy being delivered to each house, that we should proceed with employing them to do this for remuneration. Cllr. Collier is going to speak to Peter Forster to arrange a meeting to show them what to do and how it works. It is hoped they can take over the role for the next edition going out at the beginning of December.  
**Resolved 24/10/8.01**  
It was agreed to pay £40 per edition (bi-monthly) for the Bugle Distribution Overseer role.
- viii) **Minutes of the Village Hall Committee September Meeting**  
The Clerk circulated the Minutes from the VHC meeting held in September. It was noted that the bookings had increased over the last 9 months and this had a positive impact on the VHC finances and electricity costs. The Clerk confirmed that the Village Hall does not require an EPC, following guidance from CAS.

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24/10/9

## **Correspondence:**

- SCC Local Transport Plan Consultation and Drop-in Events

*A newly-developed plan which details the long-term vision for transport in Suffolk has been launched as part of a county-wide consultation this week. The plan which details activity between 2025-2040 sets out a long-term vision for transport in Suffolk and covers themes such as decarbonisation of transport, strengthening the local economy, promoting health, wellbeing and social inclusion, and creating better-connected places that encourage a range of transport choices. Alongside this county-wide plan, the county council has produced fifteen 'Area Transport Plans' and a 'Suffolk Local Cycling and Walking Infrastructure Plan' which are the funded implementation plans for the wider Suffolk Local Transport Plan. These plans outline how the Local Transport Plan's vision and objectives will be delivered in key locations across the county.*

*The consultation is available via [www.suffolk.gov.uk/LTP](http://www.suffolk.gov.uk/LTP) and the consultation will close on Monday 25 November 2024. The Local Transport Plan and its associated plans will then be presented to Suffolk County Council's Cabinet in 2025.*

*SCC Rural Transport Team will host two drop-in events in West Suffolk, one of which below is still available:*

### **30 October 2024**

*Between 1.30pm - 3pm*

*The Racing Centre Fred Archer Way Newmarket*

*CB8 8NT*

*For further details or questions regarding these events please contact:*

*[connecting.communities@suffolk.gov.uk](mailto:connecting.communities@suffolk.gov.uk)*

24/10/10

## **Finance & Policies:**

### **i) New Lloyds bank account update**

The Clerk confirmed the new Lloyds account is now set up and she circulated a letter to signatories to sign, to instruct the Bank of Ireland to close the account and transfer the funds into the new Lloyds account. Once Bank of Ireland have carried out these instructions, the Clerk will set up Standing Orders and Direct Debits and will add Cllr. Rushman to the account at Lloyds.

### **ii) Parish Council Bank Reconciliation from list of payments/receipts Resolved 24/10/10.01**

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 30<sup>th</sup> September 2024 is £33,759.13.

### **iii) Payment Schedule for approval and to authorise payment of outstanding invoices**

The Clerk confirmed that any current outstanding invoices will be paid via BACS once the funds have been transferred to the Lloyds account. The payment schedule for outstanding invoices was checked and signed by two signatories; JBo & PBo.

### **Resolved 24/10/10.02**

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Payee	Details	Invoice number	Payment Option	Total	Power to pay*
SALC	Payroll Apr-Sep 24	29133	BACS	£54.00	3
PKF Littlejohn LLP	Audit 23-24	SB20243085	BACS	£252.00	3
Justin Hook	Bugle Compiler	JH002	BACS	£209.63	8
First Impressions	Bugle printing	SI-490	BACS	£362.25	8
SALC	Cllr. Training - J. Rushman	28898	BACS	£76.80	3
Mrs V Bright	Expenses & Mileage and NIC Employer Contribution	-	BACS	£107.89	3
RBL	Poppy wreath	EJB09	BACS	£20.00	2
WSC	Grass cutting - KGPF	1283838	BACS	£1835.42	14
CAS OneSuffolk	Website annual fee	4973	BACS	£60.00	3
Mrs D Pott	Litter Pickers	0009/24	BACS	£145.09	9

## \*Power to pay

1.	Local Government Act 1972 S.112
2.	Local Government Act 1972 s.137
3.	Local Government Act 1972 S.111
4.	Local Government Act 1972 S.133
5.	Small Holdings and Allotments Act 1908 ss.23,25
6.	Public Health Act 1875 s.164
7.	Public Health Act 1980 ss.43, 50
8.	Local Government Act 1972 S.142
9.	Litter Act 1983 ss. 5,6
10.	Post Office Act 1953, s.51;
11.	Highways Act 1980, section 274A
12.	Charities Act 1993, section 79
13.	Public Health Act 1936, section 87
14.	Open Spaces Act 1906, subsections 9, 10

iv)

## External Audit Conclusion and Report

The Clerk confirmed that the audit for 2023-24 had now been concluded and PKF Littlejohn had confirmed that Sections 1 & 2 of the AGAR were in accordance with Proper Practices and no other matters were raised that were cause for concern that relevant legislation and regulatory requirements have not been met. The Clerk posted the External Auditors Report & Certificate (AGAR Section 3) and the Notice of Conclusion of Audit in the notice boards and on the Parish Council website on 30<sup>th</sup> September.

24/10/11

## Councillors Reports and Items for Future Agenda's

None.

## Items for future Agenda's

- Councillor Vacancy Update +/- Co-option.
- Highways/Footpaths Updates – Quotes for works as required
- Lark Valley broken fence and overhanging trees updates
- Update on landowner for 30mph roundels – The Street (vegetation overgrown)

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- Play area repairs quotes
- Update on correspondence with the Hotel and WSC RE: tree enforcement and re-planting schemes.

**Date of Next Meeting: Monday 11<sup>th</sup> November 2024 at 7:30pm, in the Fornham St Martin Village Hall.**

Meeting closed at 9:41pm

**Signed:** *J. Barrett*

**Date:** 11<sup>th</sup> November 2024