

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

Councillors present: Cllr. M Collier - Vice Chair (MC), Cllr. P. Butler (PBu), Cllr. N. Steward (NS) & Cllr. J. Rushman (JR)

Also present: Vicky Bright, Clerk PC. Cllr. Rebecca Hopfensperger – WSC/SCC. Jill Mayhew – FASPC. David Yates – PCC.

ITEM	<u>PUBLIC FORUM:</u>
	<p>3 members of the public were in attendance. The Clerk made a statement that copies of the Hotel's Master Plan were available from her upon request and paper copies were available at the meeting for people to take, she advised that the Master Plan would not be discussed at this meeting, due to the whole council not being able to consider the plan until the July meeting, where it will be considered in full and a response agreed. It was made clear to the Hotel at the joint meeting between the parishes/WSC Planning and the District Councillor that no commitment had been given to agree the plan at this stage. See Item 6(i) for further discussions!</p>
24/06/1	<p><u>Chairman's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):</u> Apologies: Cllr. J. Borrett & Cllr. P. Borrett.</p> <p>Cllr. Collier (Vice Chair) will Chair the meeting in the absence of the Chair. Best wishes and a speedy recovery was sent to Cllr. J. Borrett (Chair).</p>
24/06/2	<p><u>Declaration of Members' Interest (for items on the agenda) – LGA 2000 Part III:</u> Cllr. Butler declared an interest in Item 10(v).</p>
24/06/3	<p><u>Approval of the Minutes of the Annual Parish Council meetings – LGA 1972, Schedule 12, para 41(2):</u> <u>Meeting held on 13th May 2024–</u> <u>Resolved 24/06/3.01</u> The minutes of the Annual Parish Council meeting held on 13th May 2024 were adopted as a true statement and signed by the Vice Chairman (MC), in the absence of the Chair.</p>
24/06/4	<p><u>Councillor Vacancies</u> The Clerk confirmed that the Council still has one casual vacancy available for the parish of FSM.</p>
24/06/5	<p><u>Local Authority Reports:</u> <u>County & District Councillors:</u> Cllr. Broughton was not present. No apologies were received. Cllr. Hopfensperger gave the following report;</p> <ul style="list-style-type: none">• The Councils are now in a state of Purdah due to the upcoming UK Parliamentary Elections on 4th July 2024.• Confirmation that Greene King will be moving to Suffolk Business Park, they will still maintain a town centre presence in the form a microbrewery/museum. <p>Cllr. Hopfensperger gave an update on Items 6(iii), 7(iii) 7(iv), 7(v) & 8(iii), see items below.</p>

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

24/06/6

Planning (For Consideration):

- i) **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**
Residents raised concerns that they had not been notified by the applicant or WSC regarding this new application. The reconfiguration of the Golf Course still raises concerns as the 1st Fairway will run adjacent to the PROW, with safety issues, Cllr. Hopfensperger advised she is trying to arrange a meeting with David Harris and the residents of Birkdale Court regarding the hedging and hopes that this can include discussion about the Golf Course reconfiguration. The main concerns raised with the application was the lack of economic justification for destruction of 'Green space', the 1st Fairway running along the PROW and no safety assessments being available for this, light & noise pollution affecting rural amenity and wildlife, sewerage infrastructure being insufficient and parking also being inadequate. The Parish Council agreed that the Clerk should request a Holding Objection until the applicant can answer and provide information on these concerns.
- ii) **AMENDED 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 – Formal Resolution of Objections submitted to LPA 10.06.2024.**
Resolved 24/06/6.01
The Parish Council formally resolved to adopt the Objections below, submitted to the LPA on 10th June 2024;
'Fornham St Martin cum St Genevieve Parish Council Objects to application DC/24/0433/FUL, and would like to reiterate our concerns and objections sent on 16th April 2024, in respect of the application previously submitted, before amendments. We would like to add that the changes are nothing more than cosmetic. The two principal problems remain; firstly, that this is a busy road and is likely to become busier. Secondly, that the entrance on Mildenhall Road was originally applied for and presented for maintenance access only, this is clearly not the case. On the basis that we were misled last time we see no reason to believe that this will be any different.'
- iii) **Possible breach of planning conditions of the Holiday Lodges at Aspen Park – Update on action taken (RH)**
Cllr. Hopfensperger advised that the Enforcement Officer will be writing to the owners to enforce the conditions of use. Cllr. Butler stressed our concerns with the total lack of enforcement on any enforcement issues previously raised by the Parish.
- iv) **West Suffolk Local Plan Examination in Public Consultation**
The inspectors have been appointed for the submitted local plan and they are Inspector W Fieldhouse BA(Hons)MA MRTPI and Inspector R Kirby BA(Hons) DipTP MRTPI.

The next steps will be for the inspectors to undertake an initial assessment of the plan, the representations received at the last consultation, and the supporting evidence. They will then identify the matters and issues that will provide the focus for the examination.

The inspectors may write to the council with a series of initial queries and we expect this process to start in July. This will assist in their understanding of the plan and the evidence base ahead of the examination in public which we expect to take place later this year or in early 2025.

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

Any future updates or letters from the inspectors will be uploaded on the examination website at [West Suffolk Local Plan \(Regulation 24\) 2024 - Examination in public - West Suffolk Planning Policy Consultations \(inconsult.uk\)](https://www.inconsult.uk)

The current public consultation runs from 24th May 2024 to 3rd March 2025.

(For information only):

v) **RE-CONSULTATION IN RESPECT OF A PLANNING APPLICATION DC/24/0156/FUL- a. two open canopy porches over existing entrances to front elevation b. render to front elevation. Location: All Saints Hotel, The Street, Fornham St Genevieve – Approved 04.06.2024.**

vi) **RE-CONSULTATION IN RESPECT OF A PLANNING APPLICATION DC/24/0155/FUL - a. first floor extension to dining area and associated works; b. extension to external roof level terrace area, c. retention of kitchen extension on west elevation. Location: All Saints Hotel, The Street, Fornham St Genevieve –Approved 26.04.2024.**

vii) **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 – Pending Decision!**

viii) **DC/24/0226/FUL - extension of existing single storey maintenance equipment storage building. Location: All Saints Hotel, The Street, Fornham St Genevieve – Approved 10.04.2024.**

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!**

Highways/Footpaths & Trees:

24/06/7
i)

Update on Old Thetford Road footpaths Maintenance and adoption by PROW

The Clerk presented the following update from James Pickerin – PROW SCC;

- the original route of the roadway up to the point it meets the A143 was agreed as definitely a PROW and as such PROW were going to arrange to have it maintained/cleared starting ASAP - *works were carried out to clear back the side growth and should now be completed.*
- the other section running parallel with the A143 up to The Drift was agreed that it was always expected to be adopted but it has never been done, PROW were going to be checking with two other landowners who are apparently involved and would apply for adoption ASAP - *This is further along the in the process than the above, our Definitive Map team have advised that “[the claimed route] went to panel in January 2022 and was assigned a score of 53, which puts it just into the high priority category. However, there are currently 23 higher scoring cases ahead of it, and a number of direction cases also likely to leapfrog it. As a result, it is likely to be some time before we are able to start work on this proposal.”*

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

- the other footpath running alongside the sheep pastures, was agreed that we had established a right of way over the years and should apply for this to also be adopted - Can you advise how we do this – *guidance has been given and the Clerk will be working on the application.*

- ii) **Update on Barton Hill Footpath surface mud & flooding**
The ditch gets full during heavy rain and unfortunately the drainage slot doesn't actually go anywhere. Cllr. Steward and Cllr. Collier have checked the footpath and currently the issues of mud is better, so it was agreed to monitor the situation and report if it becomes a problem again during wet weather.
- iii) **Street light Russell Baron Road – Reinstatement SCC update**
Cllr. Hopfensperger confirmed that works should be completed by mid-July for the reinstatement of the street light, due to waiting for some parts.
- iv) **Update on White lining/hatching outside the Woolpack pub**
Cllr. Hopfensperger confirmed that an inspection had been carried out and works had been ordered to repaint the hatching and lining, although no date had yet been confirmed for the works to start.
- v) **Update on Highways site inspection Re: Signage/lining on B1106 towards Culford/West Stow Road**
Cllr. Hopfensperger has confirmed a date for the site visit with Andy Moore – Highways SCC for 22nd July 2024, Councillors are to compile a list of any issues they wish to address at the location and forward to Cllr. Hopfensperger and Andy before the 22nd July.
- vi) **Russell Baron Road/Manners Road resurfacing**
Cllr. Hopfensperger confirmed that the order for resurfacing has been agreed, but that a date was yet to be confirmed for the works, and that the more severe potholes were to be repaired in the interim.

24/06/8

- i) **Parish Matters.**
Weekly & Monthly H&S Inspection Reports Trim Trail & Play Area / Agree Rota
No issues were highlighted on the weekly or monthly inspections. Cllr. Rushman will carry out the weekly inspections until the next meeting, it was noted that the fruit trees are doing well.
Resolved 24/06/8.01
It was agreed to order a sign advising the equipment is for children aged 12 years and under at a cost of £48 Incl. VAT from ImpressExpress Signs.
- ii) **Play Area Repairs Quotes**
Item deferred to the next agenda.
- iii) **Market Stall 21 Barton Hill – Enforcement Update**
Cllr. Hopfensperger advised that Srah Rampley is to go out and inspect the site again.
- iv) **Bugle Compiler & Distributor Vacancies Update**
The Clerk confirmed that the FASPC Clerk and the Compiler of the Fornham All Saints newsletter, Justin Hook has been appointed as the new Compiler, following the resignation of Meral Ahmed, he is due to start on 1st July 2024, to allow plenty of time for training with the Chair, J.

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

Borrett, before the next edition is due on 26th July. Our thanks to Meral for all her hard work over the last 18 months.

The Clerk advised that she had still not received any interest in the volunteer position of distribution overseer, despite many notices in the Bugle. It was suggested that the distribution volunteers be approached directly, to see if anyone is prepared to take over. Cllr. Collier confirmed that Peter Forster had agreed to continue in the role until someone can be found to take over.

24/06/9

Correspondence:

- OneSuffolk Website – Gov.uk domain names

The Clerk advised that OneSuffolk websites, who the PC use for their website is offering Gov.uk domain names for email addresses. It was recommended by the Internal Auditor that the Council might like to consider Councillors each having a dedicated email address for their Council correspondence, rather than using their own personal email addresses. The Clerk is to look into this and other options and report back to council on a future agenda.

- The following update has been received on the Land at Shepherds Grove development by Jaynic;

'Following our refusal at planning committee on the 3rd April 2024 for the commercial development hybrid planning application at Shepherds Grove that was submitted to West Suffolk District Council, we are writing to inform you that following internal discussions we have decided not to appeal this refusal. Instead, we are now commencing preparation of a revised Masterplan which will undergo consultation from statutory consultees at West Suffolk Council, it will then undergo public consultation exercise where relevant Parish Councils and residents will have the opportunity to provide their views.'

Prior to the Masterplan public consultation commencing we would like to come and speak to the Parish Council about our intentions of a new outline planning application at Shepherds Grove and to understand how we can take on board any concerns of the Parish Council. In addition, at the relevant stage of the application preparation, we will be commencing a public consultation exercise both in person and online as well as through the means of social media to understand the wider views the local residents.

Jaynic would like to take this opportunity to build a relationship with the Parish Council and continue to keep the lines of discussion open.'

It was agreed not to invite Jaynic to a meeting and to leave it up to the public to respond to further consultations.

24/06/10

Finance & Policies:

Parish Council Bank Reconciliation from list of payments/receipts

i)

Resolved 24/06/10.01

The bank balances and reconciliation of payments and receipts were received and adopted and initialled & signed as such by the Vice Chairman (MC), in the absence of the Chair. The bank account balance as of the 31st May 2024 is £43,541.74.

ii)

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

Resolved 24/06/10.02

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

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, expenses & salary difference	002451	£81.60
Mrs D Pott	Litter Pickers	002452	£145.09
Meral Ahmed	Bugle compiler	002453	£227.59
First Impressions	Bugle printing	002454	£289.80
ImpressExpress Signs Ltd	Play area sign	002455	£48.00
FSM Village Hall	Electric donation	002457	£1,250.00

- iii) **External Audit and Exercise of Public Rights Year end 31st March 2024**
The Clerk confirmed the dates for the period of public rights for the Year end 31st March 2024, as Monday 24th June 2024 to Friday 2nd August 2024. The Clerk advised that the notice has been published on the Council's website and notice boards.
- iv) **New Lloyds bank account update**
The Clerk confirmed that all the further information requested by Lloyds has now been sent to the Clubs, Charities & Societies new account team and that both Cllr's Collier and Steward have been into branch to have their ID verified. The Clerk is just awaiting confirmation that the account is open, before transferring the Direct Debits and Standing Orders over from Bank of Ireland and before adding Cllr. Rushman to the new mandate as a signatory too.
- v) **Discuss & Agree Village Hall Electric Donation**
The Clerk has provided all Councillors with the request from the Village Hall Committee to increase the annual electric donation by £1,000.00, on top of the current donation of £750, she also provided a report on the Council's budget and reserves. As the PC's representative to the VHC Cllr. Butler reported on the difficulties which the increase in price of electricity wrought and made the request to the PC for an increase of £1000 on their annual electric donation. Cllr. Butler provided a very full explanation of the hall's dilemma in providing a village amenity with the commercial pressures it has. As well as the report he gave, he also provided financial statements before the meeting, to support the request. Cllr. Butler reported to the PC the measures which have been taken and proposed by the VHC for economies, bearing in mind that it is a facility for groups in the village - many of which are not wealthy. Cllr. Butler also reported that although the accounts were not made available before the setting of the PC budget, he did provide a full account of the problems it was facing. Cllr. Butler at this point declared an interest in the item; as a registered Trustee of the Village Hall Charity, the Clerk minuted this interest.
Members held a discussion regarding the steps that the committee were taking to save money, with the installation of an electric meter being considered, it was discussed that perhaps more could be done to look at the hall's expenditure and running costs. It was suggested that perhaps when we are setting budget for the next financial year, that the committee could send all the documents to support their case well ahead of the budget setting meeting, thus enabling the Parish Council to fully understand the halls position before setting their donations budget. It was agreed that the Parish Council funds were also not as healthy as they could be, with reserves still being built up following the expenditure involved with the

Fornham St Martin cum St Genevieve Parish Council

Minutes of the Meeting of Fornham St Martin cum St Genevieve Parish Council
held on Monday 17th June 2024 at 7.30pm, in the Village Hall

legal action for the West Suffolk Hub campaign. A vote was taken on the increase of £1,000, with a majority against 2/3. Cllr. Steward proposed an increase of £500, a vote was taken with a unanimous vote for.

Resolved 24/06/10.03

It was agreed to increase the annual electric donation to the FSM Village Hall by £500, thus bringing the donation total to £1,250.00.

24/06/11

Councillors Reports and Items for Future Agenda's

Date of Next Meeting: Monday 8th July 2024 at 7:30pm, in the Fornham St Martin Village Hall.

Meeting closed at 9:20pm

Signed: *M. Collier*

Date: 23rd July 2024

Vice Chair ~(in the absence of the Chair)