

FRECKENHAM PARISH COUNCIL

Minutes of the Meeting held on Friday 20 July 2018 at the Village Hall, Fordham Road, Freckenham at 7.30pm

Present: Cllrs. Wheeler, Pearson, & Barton.

In Attendance: The Clerk, Cllr. Brian Harvey & 4 members of the public

The following documents will be appended to the signed Minutes:-

- Agenda
- 1st Quarter Summary Sheet 2018-19
- Updated Asset Register

7/18/1	<u>Apologies for Absence</u>	<u>Actions</u>
7/18/1	Cllr. Cornell – away on holiday, accepted. Cllr. Busuttil.	
7/18/2	<u>Declaration of Interest</u> There were no declarations of interest.	
7/18/3	<u>Co-Option onto the Council</u> Mr S Hurton was co-opted onto the Council and welcomed. He signed the Declaration of Acceptance together with the register of member's interests and pecuniary interests. The Clerk to send Cllr. Hurton the Council's Standing Orders and financial Standing Orders and any other correspondence that relates to this meeting.	Papers emailed 26/7/2018
7/18/4	<u>Members of the public invited to speak</u> Mr Entwistle said he is there to answer any questions regarding his planning application at Hall Farm, Church Lane later on in the Agenda.	
7/18/5	<u>Councillor Brian Harvey</u> Cllr Harvey talked about the West Suffolk Councils having a purge on private landlords particularly those that are charging too high a rent etc. Also a Highways presentation on 6 August from 11 – 6pm a drop in session at The Jubilee Centre – everyone is welcome to attend. <u>Councillor Louis Bussutil</u> Cllr. Busuttil was unable to attend and did not give a report. The Clerk read out the latest Police Newsletter (July 2018).	
7/18/6	<u>To confirm the Minutes of the Meetings on 14 May 2018 (AGM) & the Extra-Ordinary Meeting on 5 June 2018</u> The Minutes of the AGM on 14 May and the Extra-Ordinary Meeting on 5 June 2018 were confirmed as an accurate record and both were duly signed by the Chairman.	
7/18/7	<u>Matters arising from the Minutes not covered by the Agenda</u> There were no matters arising.	
7/18/8	<u>Planning:-</u> 8.1. <u>To consider any planning applications:-</u> 8.1.1. DC/18/1125/FUL - 1 no. dwelling with integral double garage, Hall Farm, Church Lane. The Council discussed this at length and Mr Entwistle was present to answer any questions. The site has a low risk of contamination. The Council resolved to approve this application. 8.1.2. DC/18/1225/HH – Householder Planning Application - (i) Raise roof to create habitable rooms with velux windows (ii) Juliette balcony to west elevation (iii) front entrance extension (iv) garden room to north elevation - Fairways, Mortimer Lane. The Council looked at this application. Concern over neighbours privacy, strong objection from one neighbour – over development of site. Request clarification of Juliette balcony – what is the depth, from FHDC. Very tight building, with a high	The Clerk to submitted approval of this application on the web-site 21/7/2018. The Clerk submitted the Council's objection on the web-site 21/7/2018.

	<p>roof. The Council resolved to object to this planning application on over development of site.</p> <p>8.2. <u>To note applications determined:-</u></p> <p>8.2.1. DC/18/0482/OUT - 17 Mildenhall Road. Outline Planning Application (All matters reserved) - 1no. detached dwelling (revised scheme to previously withdrawn application DC/17/2161/OUT) Application refused 18/5/2018.</p> <p>8.2.2. DC/18/0884/TCA – The Old Rectory, Church Lane. Trees in a Conservation Area Notification - - (i) T1 Ash - Remove 1 no. limb (75mm diameter) back to main stem. Prune back smaller branches to clear cables by 500mm (ii) T2 Elm - Fell (iii) T3 Yew - Reduce 3 no. stems to 1 metre below over head cables (iv) T4 Yew - Reduce height of tree to 1 metre below over head cables. No objection 15/6/2018.</p> <p>8.2.3. DC/18/0892/HH – Elms Farm, Elms Road. Householder planning application - (i) Two storey side extension (ii) single storey rear extension (iii) 1no porch (iv) 1no balcony to first floor elevation (v) existing access to be widened to 2.4m with gated entrance (vi) alteration to fenestrations and rendering. Application approved 22/6/2018.</p> <p>8.2.4. DC/18/0751/HH – 11 East View. Householder planning application - single storey side and rear extensions (ii) change in external materials from brick finish to render (iii) garage and carport (following demolition of existing garage). Application approved 29/6/2018.</p> <p>8.3. <u>To receive an update on the Neighbourhood Plan.</u></p> <p>Held a meeting with the sub-committee and have a Consultant coming out to help with this. A meeting has been arranged with the District Council who will help with starting a Neighbourhood Plan, what area of Freckenham is covered etc. - it should be the whole boundary of Freckenham. We are a secondary village and so there is only a limited amount of houses that could be built here. Cllrs. Wheeler and Pearson will attend the meeting with Amy Wright at the District Council on 13 August 2018 at 2pm. The Consultant – Troy Hayes, visiting to help with the Neighbourhood Plan has agreed to attend for half a day with the cost of this being £350 plus travel time / expenses. The Council resolved to approve this payment on the basis that this would be off-set when the Neighbourhood Plan grant money becomes available.</p>	<p>The Clerk replied to the email from Amy Wright 21/7/2018.</p>
7/18/9	<p><u>Recreation Ground and other assets:-</u></p> <p>9.1 Playground Report – Cllr. Cornell not in attendance and no report has been given.</p> <p>9.2 Update on grass cutting – Cllr. Cornell not in attendance and no report has been given.</p> <p>9.3 Update on the wall between Chippenham Road & Shores Close. Clerk to email Cllr. Brian Harvey again regarding this.</p> <p>9.4 Any other matters relating to the Recreation Ground. There has been an issue recently concerning dog fouling which is concerning considering there are dog waste bins available.</p>	<p>The Clerk emailed Brian Harvey 21/7/2018.</p>
7/18/10	<p><u>Highways Inspection</u></p> <p>Cllr. Wheeler reported that there has been some remedial work completed to pot holes in both Elms Road and Mildenhall Road. The crossroads on the West Row / Isleham road bridge however, nothing has happened, but the potholes have been promised to be remedied within</p>	

	<p>6 weeks. Isleham Parish Council has also complained to East Cambs District Council regarding the same matter.</p> <p>The current roadworks in Freckenham is expected to be completed by the end of this weekend. The team will be back on Monday to tarmac the road. Cllr. Wheeler spoke to one of the team late this afternoon and he said he had never worked in such a friendly village, which was very nice to hear.</p>	
7/18/11	<p><u>SALC</u></p> <p>11.1 To confirm the date of the next meeting as Tuesday 11th September at Lakenheath Village Hall at 7pm.</p> <p>11.2 To consider training courses for 2018-19 – the Council resolved for Cllr. Hurton to attend the Councillor training (2 day course) on dates – Saturday 27 October & 3 November 2018, 9.30-3.30pm. The Clerk to book these dates with SALC. The Council also resolved for Cllr. Pearson to attend the Planning Workshop on Wednesday 27 March 2019 for a cost of £26 for a morning – the Clerk also to book.</p>	<p>The Clerk booked these courses with SALC 26/7/2018</p>
7/18/12	<p>FHDC Town & Parish Forum - the date of the next meeting to be confirmed.</p>	
7/18/13	<p><u>Financial Matters</u></p> <p><u>13.1 Payment of the following invoices was approved:</u></p> <p>(a) Mrs H A Gurner, Qno.963, Clerk's Salary for June & July, £600.84</p> <p>(b) Mrs H A Gurner, Qno.963, Clerk's Expenses for May, June and up to 10 July 2018, £250.87 – including the cost of a new printer at £124.98 (incl. VAT & £27 for a 3yr Amazon warranty.</p> <p>(c) The Community Heartbeat Trust, Qno.964, Pads for defibrillator – supplied 13/9/2017, late invoice received, £45.60</p> <p>(d) Hills Accounting, Qno.965, Internal Auditor Report, £130.00</p> <p>(e) Mr D E Wheeler, Qno.966, Chairman's Allowance, £100</p> <p>(f) Mr C Pearson, Qno.967, Travel Expenses, £35.10</p> <p>(g) Mr Peter Taylor- Whiffen, Q no.968, Editing Summer Parish Pump, £140.00</p> <p><u>13.2 Invoices received after the Agenda was issued</u></p> <p>There have not been any other invoices received. However, there is one invoice due within the next few days – Gipping Press for printing of the Parish Pump. The Council resolved to pay the invoice on receipt and the Clerk to collect two signatures for the cheque.</p> <p><u>13.3 Clerk to report on the Internal Auditor's Report on the 2017/18 Accounts – attached</u></p> <p>The Internal Auditor made no recommendations on the Accounts. The Council resolved to approve the Internal Report.</p> <p><u>13.4. Clerk to report on Quarter 1 April to 30 June 2018 Accounts – summary sheet attached</u></p> <p>The Council considered the Quarter 1 summary sheet and approved all the receipts and payments against the Budget.</p> <p><u>13.5 To consider restricted funds to be held in the Deposit account to be reserved against a particular project or expense.</u></p> <p>Consideration to be given to street lighting, election costs and also the recreation ground equipment. The Council resolved to restrict £1500 for street lighting & £200 for the play equipment only.</p> <p><u>13.6 To consider Clerk's salary to be paid monthly authorised by two full signatories.</u></p>	

	<p>The Council resolved to pay the Clerk on 25th of each month by cheque and the Clerk to obtain the two signatures.</p> <p><u>13.7 To confirm update of Asset Register</u> The Council approved the Asset Register.</p> <p><u>13.8. Charitable donations under S.137 of the Local Government Act for 2018-19 to be made as follows:-</u> The Council resolved to give £50 each to the same charities as last year, namely:-</p> <ul style="list-style-type: none"> (a) East Anglian Childrens’ Hospice (b) St Nicholas Hospice (c) East Anglian Air Ambulance (d) Royal British Legion (e) West Suffolk Samaritans (f) The Alzheimer Society <p>It was also resolved to donate an extra £25 to Royal British Legion to cover the Remembrance Service Wreath which we will not have to purchase this year as there is a wreath available at the church from previous years.</p> <p>These will be included and paid out in the September meeting.</p>	
7/18/14	<p><u>Working Groups Report:-</u></p> <p>14.1. Circular Walk - Cllr. Barton had walked this recently.</p> <p>14.2. To consider review of Risk Assessment – the Council reviewed the Risk Assessment and resolved that it is correct and does not need any further amendment.</p> <p>14.3. Emergency Plan – there was no update on this.</p> <p>14.4. Defibrillator monthly check Report – Cllr. Barton reported that he will undertake this each month and also enlist the help of another villager.</p> <p>14.5. Community Speedwatch – Cllr. Pearson reported in Cllr. Cornell’s absence that on average two speed watches take place every week.</p>	
7/18/15	<p>To commemorate the 100th year of the end of the World War I. The roll of honour to be read. John Leitch will sort out six poems to be read. Perspex silhouettes of people that died would be placed outside their homes. The main commemoration will be on the Sunday 11 November 2018. Mick King collects war memorabilia, previously shown in 2014 and he is willing to show this again. Date for the next meeting of the Group will be 6 August at 7.30pm in the Church.</p>	
7/18/16	<p><u>Correspondence Received</u></p> <p>16.1. A letter received and circulated by the Clerk regarding the Boundary Commission – it was resolved that this would be something that was completed individually rather than as a Council.</p> <p>16.2. The Clerk received another email from Matthew Pajares Yngson who is the new Lord of the Manor in Freckenham. He has paid for and created email boxes to be used exclusively for Freckenham – initially just for the Council, but subsequently one email address for each householder in the village. The Clerk to respond and to suggest that the Council will use initially ensure that it is working well before rolling it out.</p>	<p>The Clerk responded to Matthews email on 21/7/2018.</p>
7/18/17	<p><u>Urgent Business</u></p> <p>Cllr Pearson attended a meeting regarding the Neighbourhood Plan at the SALC offices which went into what should be included in a Neighbourhood Plan. Very worthwhile attending.</p>	

	The Clerk reported that the printer / scanner went wrong in May and the Chairman had tried many times to get it repaired without success. The Clerk purchased a new printer an HP Envy 7830 from Amazon at a cost of £104.15 excl. VAT and also obtained a 3yr Amazon warranty for the printer at a cost of £27.00. The Council resolved to approve this expenditure and the cost of this was included in the Clerk's expenses this month.	
7/18/18	<u>Future Meeting</u> The next scheduled meeting of Freckenham Parish Council is on Monday 17 September 2018.	

There being no further business the Meeting closed at 9.35pm

Signed.....

Date.....