

FRECKENHAM PARISH COUNCIL
Minutes of the meeting of Freckenham Parish Council on
Tuesday 18th May 2021 at 7.30 pm at Freckenham Village Hall.

Present: Cllr Wheeler, Cornell, Douch

In attendance: Parish Council Clerk, Jadi Coe, Cllr Harvey, Cllr Stanbury and one member of the public

Cllr Wheeler welcomed everyone to the meeting.

05/21/01 To elect a Chairman for the year 2021/2022

Cllr Wheeler was elected as Chairman of the Parish Council for 2021/22

05/21/02 Declaration of acceptance of office

Cllr Wheeler signed the declaration of acceptance of office

05/21/03 To elect a Vice-Chairman for the year 2021/2022

Cllr Cornell was elected as Vice-Chairman of the Parish Council for 2021/22

05/21/04 Apologies for absence & approval of reasons tendered

Apologies were received and accepted from Cllr King

05/21/05 Declaration of interest in any items on the agenda

None

05/21/06 Members of the public are invited to give their views on any item within the Agenda

None

05/21/07 To receive reports from the County Councillor, District Councillor and to receive the Police Reports

Cllr Stanbury reported he would push SCC to take action in local issues and he hoped to be an active councillor attending meetings regularly to receive and answer questions.

Cllr Wheeler voiced his concerns on the lack of response and action from Suffolk Highways, Cllr Wheeler suggested driving Cllr Stanbury around the village to address local Highway issues.

Cllr Wheeler asked Cllr Harvey and Cllr Stanbury if they would fund a speed gun each for the use of the Speed Watch teams at each end of the village at a cost of £260 each including a case.

Cllr Wheeler to send details to Cllr Harvey and Stanbury.

Cllr Harvey reported the following:

-Thank you to the staff at West Suffolk Council for adapting to change and taking on additional work required, including the grants that has been given to local businesses.

-The Reynard surgery are asking patients to have their say on the proposal to provide some of its services from the Mildenhall Hub.

--Locality budget and other funding sources

05/21/08 To confirm the minutes of the meeting held on 8th March 2021

The minutes of the meeting held 8th March 2021 were proposed and agreed as being a true record of the meeting held.

05/21/09 Matters arising from the Minutes not covered in the Agenda

None

05/21/10 To appoint Council representatives for 2021/2022

It was proposed and agreed to appoint the following representatives:

- 10.1. SALC - Cllr. Wheeler
- 10.2. Freckenham Shores Charity - Cllr. Cornell
- 10.3. Village Hall Committee - Cllr. King
- 10.4. Village Recorder - Mrs Marilyn Badger
- 10.5. Mildenhall Community Partnership - Cllr. Wheeler, although this group would disband after a final meeting is held in June.
- 10.6. West Suffolk Town & Parish Forum - Cllr. Wheeler
- 10.7. Village archivist - Mrs Sandie Geddes

05/21/11 To confirm Working Groups for 2021/2022 (Prior year in brackets)

It was proposed and agreed to confirm the following working groups:

- 11.1. Right of Way Improvement - Cllr Cornell
- 11.2. Standing Orders - Cllr. Wheeler & the Clerk
- 11.3. Risk Assessment - Cllr. Cornell & the Clerk
- 11.4. Emergency Planning – Cllr. Wheeler
- 11.5. Community Speed Watch - Cllr. Cornell
- 11.6. Recreation field - Cllr. Cornell
- 11.7 Neighbourhood Plan - Cllrs. Wheeler & Douch

05/21/12 Planning:

12.1 To consider any planning applications:

None

12.2 To note applications pending and determined:

DC/21/0471/OUT – outline application for one dwelling at Rectory Farm – *pending at 14.5.21*

DC/21/0533/FUL – application to convert barn into two dwelling and change of use of agricultural land to residential garden & associated external works – *pending at 14.5.21*

12.3 Update on Neighbourhood Planning Progress

Cllr Wheeler advised that the technical consultants AR Urbanism have almost completed the Site Capacity Study and Design Codes covering the village which should be completed late May early June. A further update on the plan will be received from the Chairman of the Neighbourhood Plan committee at the Annual Parish Meeting scheduled 25th May 2021

12.4 Update on Sunnica Proposal

Cllr Douch reported that the sub group continue to meet regularly and that they are now ready to respond when Sunnica submit their pre-application, although delays from Sunnica are expected. The group also continues to hold the visual stall at local event changing the content as required.

Cllr Harvey reported that the Statement of Common Grounds between Sunnica and WSDC had not yet been completed, and the main issues were Highways and Fire safety.

A further update will be reported on at the Annual Parish Meeting.

05/21/13 Annual Parish Meeting:

The date of the Annual Parish Meeting was confirmed as Tuesday 25th May at 7:30pm in the Village Hall.

05/21/14 Recreation Ground and other assets:

14.1 Playground/Recreation Ground Report

Cllr Cornell reported a sub working group had been established and they had held one meeting.

It was agreed that Cllr Cornell, Douch and Wheeler would arrange a site visit to determine work required in order to obtain quotes. (SC/AD/DW)

14.2 Update on grass cutting

Cllr Cornell reported the grass cutting was up to date and has suggested spraying the area by the play park fence where strimming is not possible and cordoning off the area as appropriate.

14.3 Any other matters

Cllr Cornell reported on the dog fouling issues on the field. Cllr Harvey suggested contacting Dominic Owner at West Suffolk Council to determine what else could be done to stop this continuing. (JC)

05/21/15 Highways Inspection

Cllr Wheeler reported that as the road through Worlington and Freckenham is a 'B Class' road therefore the speed limit cannot be reduced from 30mph to 20mph in the villages.

05/21/16 SALC, to confirm the date of the next local area meeting as Tuesday 14th September

The date of the next local meeting was confirmed as Tuesday 14th September.

05/21/17 West Suffolk District Council Town & Parish Forum

It was confirmed that the next meeting would be held on 14th July at 6pm via Microsoft Teams.

05/21/18 Financial Matters:

18.1 To confirm payment of invoices

None

18.2 To consider any invoices received after the Agenda was issued - to be tabled on the night

The following invoices were approved for payment:

Inv date	Supplier	Detail	Net	VAT	Gross
29.4.21	NFU Mutual	Lawnmower insurance	£211.25	£0.00	£211.25
13.5.21	CW Kirk Lawnmowers	Lawnmower work	£134.49	£26.90	£161.39
27.4.21	Ayentee Accountancy	Audit fee	£40.00	£8.00	£48.00

It was agreed that the clerk would make these and all future payments online. (JC)

The clerk would also look into authority options when making online payments. (JC)

A quote was received from Suffolk County Council in the sum of £697.87 plus VAT to replace the deteriorated lantern and pole bracket arm on unit 20 on Fordham Road.

It was proposed and agreed to accept the quote. (JC)

18.3 Clerk to update on bank balances held

At date £722.47 is held in the current account and £24,745.36 in the deposit account.

18.4. To receive and approve the Receipts & Payments Account for 2020/2021

The receipts and payments account was approved and signed by the Chairman and RFO

18.5. To consider & approve the responses to the 2020/21 Annual Governance Statement (Section 1 of the Annual Return)

It was proposed and agreed to approve and sign the exemption certificate and section 1 of the AGAR

18.6. To approve the Accounting Statements for 2020-21 (Section 2 of the Annual Return including the Exemption Certificate)

It was proposed and agreed to approve and sign section 2 of the AGAR

18.7. To appoint a Responsible Finance Officer for 2021-2022

It was proposed and agreed to appoint the clerk Jadi Coe as the Responsible Finance Officer for 2021/22

18.8. To appoint a Councillor to oversee the internal financial control for 2021-2022

It was agreed to appoint Cllr Wheeler to oversee the internal financial control for 2021/22

05/21/19 Working Groups Report:

19.1 Circular Walk

This was reported as being overgrown, Cllr Douch agreed to report this to SCC via their online reporting tool.

19.2 Emergency Plan

Cllr Wheeler reported that names on the plan have been updated and this available to view on the website.

19.3 Defibrillator monthly check Report

No report received. Subsequently received following the meeting. Everything in order.

19.4 Community Speedwatch

It was confirmed that two new speed guns would be purchased and Cllr Harvey and Stanbury had been asked to fund these from their locality budgets

19.5. Risk Assessment

The risk assessment was confirmed as being up to date

19.6. Standing Orders

The Standing Orders were confirmed as being up to date

19.7. Financial Standing Orders

The Financial Standing Orders were confirmed as being up to date

05/21/20 Correspondence Received

None

05/21/21 Parish Council Vacancy update

It was agreed to inform residents at the Annual Parish Meeting that there is a vacancy.

05/21/22 Update on the re-printing of the book, Manor of Freckenham

Cllr Douch reported he would confirm whether there is an electronic copy held. (AD)

05/21/23 Urgent Business:

It was proposed and agreed to increase the clerk salary to £4,400 per year.

It was proposed and agreed to install a gravel area enclosed by concrete curbs around the water borehole at the allotments, at estimated costs of £270.00.

05/21/24 Future Meetings:

The dates for of the meetings for 2021/22 were agreed as follows:

- 12th July 2021
- 13th September 2021
- 8th November 2021
- 10th January 2022
- 14th March 2022

Jadi Coe
Clerk to the Council
17 Bridewell Close
Mildenhall
Suffolk
IP28 7RB
Tel: 07759 263349