

FRAMSDEN PARISH COUNCIL

Minutes of the Parish Council meeting held on Friday 12th July 2019 in the Village Hall at 7.30pm

Clerk to the Parish Council: Mr Steven Barron
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Website: www.framsdens.onesuffolk.net

Present: Glenn Buckingham (GB), Claire Macaulay (CM), Adam Eaton (AE)
and James Young (JY)

In attendance: SCCLr Matthew Hicks (MH), DCILr Suzie Morley (SM) and four
members of the public.

Apologies: Nicola Whitmore (NW), Nigel Hutchinson (NH) and Debra
Pearce (DP)

References: FF – Framsdens Fund Raisers, PC – Parish Council, VH –
Village Hall, PCC – Parochial Church Council, FPG – Framsdens Pub Group,
MSDC – Mid Suffolk District Council, SNT – Safer Neighbourhood Team

FPC01/0719 Opening

The clerk opened the meeting at 7.30pm and asked for nominations for
chairman (chair and vice chair not present). GB was proposed, seconded and
voted as chairman for this meeting. GB welcomed all and acknowledged the
apologies of DP, NW and NH.

FPC02/0719 Public Participation

A member of the public requested comment on two agenda items which was
granted by the chair.

FPC03/0719 District Councillor's Report

Newly elected District Councillor SM was welcomed and gave a report which
included the following:

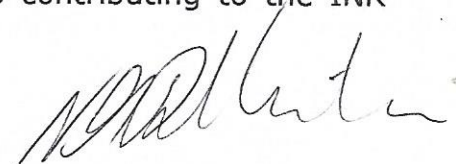
Councils approve Joint Local Plan for Consultation; New Bin Collection Days;
Mid Suffolk District Council is funding two Police Community Support Officers
(PCSOs); Locality Budget Awards open for 2019 applications from PCs;
Councils bring democracy online live streaming plus all dates available
online. Full report is available on FPC website.

FPC04/0719 County Councillor's Report

MH agreed to comment on agenda item 16a and this is minuted under that
item.

MH gave a report which included: Applications open for museums trainee
programme; Suffolk's Health and Wellbeing Board which has committed to
tackling poor mental health in Suffolk; Foster carers for Suffolk children. Full
report is available on FPC website.

Additionally, MH gave a verbal report of the Ipswich Northern Route (INR)
Public Consultation which was open and runs to 13th September. This was to
form an outline business case and consider environmental concerns. MH was
asked about the effects of Orwell Bridge closures contributing to the INR



consultation. The number of closures according to Highways England data is 2 in 2017, 4 in 2018 and 2 so far in 2019.

MH reported on a Climate Emergency initiative which would involve cross-party development panels whose aim was to reduce carbon footprint.

A comment was made that the welcomed aim of reducing carbon footprint, plus the "Greenest County" initiative could be viewed as contradictory to the INR project.

FPC05/0719 Approve Minutes of meeting held on 10th May 2019 as a true record of the meeting

The minutes were approved by the council and signed by the Chair.

FPC06/0719 Receive Declarations of Interest and consider any received Applications for Dispensation: None

FPC07/0719 Clerk's Update regarding matters arising from the last minutes.

- VH septic tank had been emptied by a service engineer who established that the foul water was not discharging into a water course, rather via a soak away. Therefore, council could be confident that this complies with the new septic tank legislation due Jan 2020.
- The VH window and door sills had been repainted.
- A Report it page had been setup on FPC website to assist residents in reporting highways, PROW and water leak issues online. This had been well received.

FPC08/0719 Planning Applications -

a) For discussion and decision -

- DC/19/02888 Church Cottage Church Row Framsdan. **There were no comments or objections.**

b) Awaiting decision from MSDC - None

c) Decisions made by MSDC -

- DC/19/01866 Potash Farm Ashfield Road Framsdan (LBC). - **Refused.**

FPC09/0719 Land at Tollgate Corner -

No further updates from MSDC, despite assurances to the contrary. Clerk had chased this and was about to submit another formal complaint which council agreed to support.

FPC10/0719 FPC Policy Reviews - To Consider a need for an FPC Expenses Policy.

After discussion it was agreed that FPC should have an Expenses Policy. **Clerk to circulate draft for consideration at September meeting.**

FPC11/0719 To agree a date and time of AMotP 2020 -

Council agreed Thursday 23rd April 2020 8:00pm (If clash with VH use that evening, else 7:30pm)

FPC12/0719 To agree dates for FPC meetings up to May 2020 -

Council agreed to keep to 2nd Friday bi-monthly schedule up to May 2020.



FPC13/0719 Village Hall Lease Agreement -

The Diocese had received a surveyor's report and a meeting had been set for Monday 2nd September with FPC representation.

FPC14/0719 Village Hall Matters -

a) Provision of an outside light in the car park

Near neighbours to the VH had been consulted by NH and there were no objections provided the light was not proximity activated and left on. A previous quote for £350.67p for provision of an outside light was reviewed. **Council agreed to seek funding of £400 from MSDC Locality Budget to allow for possible PAT testing as part of the same job.**

b) Ongoing maintenance

Clerk reported that of the scheduled work derived from the H&S checks done earlier in the year, the priorities to be addressed next were floor splintering, a slight trip hazard on the floor and the North side panic bar issue which would likely require a new set of panic bars. **Quotes would be obtained by the clerk.**

Chair thanked a volunteer member of the public, who was present, for the recent pruning work. A member of the public questioned the standard of grass cutting of the VH garden compared to the Play Area and was informed that both sites were on the same schedule. Council agreed they could review the schedule at the end of the financial year.

c) To consider possible sale of redundant chairs

Council agreed to send an email to residents asking if anyone would like to take them in return for a small donation. If that was not successful, they should be scrapped ASAP.

FPC15/0719 Play Area -

a) Play Area Lease Renewal -

Council agreed to proceed to seek a renewal of 40 years based on the price quoted of £900 plus VAT. The start date should coincide with the date that the current lease expires, 7th July 2022.

b) Working Party update -

CM reported that quotes had been received between £20k and £30k so far from two potential suppliers. There was a possible CIL bid due to open in October. The Advisory Committee would meet ASAP with date TBA.

FPC16/0719 Footpaths and Highways -

- a) A1120 Road Safety Concerns -** MH had advised the meeting of the process of requesting a speed reduction on the A1120 and that a councillor does not decide. Process outlined by MH, was to submit written request/cases to MH by email. This would be followed by an assessment by Highways. If successful, then MH would pay for a report to Mary Evans (Cabinet member for Highways) and senior SCC Highways officials. At the last stage mentioned, it could help to submit a petition. Next there would be a public consultation, including Fire and Police, followed lastly by a court legal order. **Council agreed to approve and adopt the FPC draft case for a speed reduction on a stretch of the A1120. Clerk would email this and correspondence from a member of the public to MH ASAP.**

- b) Ashfield FP 13 Bridge – Work to repair the bridge was due to start on 29th July.

FPC17/0719 Data Protection Act Information Asset Register and Risk Assessment

Clerk asked for approval of the template document circulated prior to the meeting which incorporated Data Protection into one document with Financial Management for reference use later in the year. The template was approved.

FPC18/0719 Village Bus Shelters –

- a) St Johns Row – Graffiti and vegetation had been removed (the latter free of charge by a local supplier who had been thanked personally). Council were happy with the condition of the shelter.
- b) Chapel Hill – **Council agreed to request a local supplier quote for removal of the vegetation.**

FPC19/0719 To Consider Utilisation of FPC Website by FF –

Clerk reported that setting up a second user had issues with admin rights and a support email request had been submitted. **Council agreed for clerk to progress utilisation as testing only at this stage and to seek co-operation of FF to progress and seek detailed requirements.**

FPC20/0719 Correspondence –

Details of the Ipswich Northern Route Public Consultation had been received and circulated to councillors and residents.

FPC21/0719 Five Year Parish Plan –

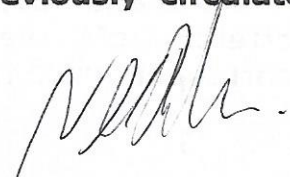
Clerk had circulated the draft version 1.3. Council agreed to approve it for publishing. The plan will continue to be added to or amend as appropriate by council.

FPC22/0719 The Village Pub –

AE and CM reported that the auction lot, guide priced at £250k, had been withdrawn from auction at the last minute. Clauses associated with the auction sale were considered onerous by FPG. An offer had been made to the vendor by FPG based on pledges which had been rejected. FPG were investigating the possibility of setting up a Community Interest Company (CIC) with a view to setting up a vehicle to buy the pub. FPG survey report valued the pub at £225k with £10k required to address the septic tank issues.

FPC23/0719 Finance

- a) **Unity Trust Bank Update:** Balance on 9th July was £24,307.38p
- b) **Clerk's Finance report:** The cash book spreadsheet and an emailed overview report had been circulated prior to the meeting. Council agreed this was in order. Clerk reported that the annual return along with all legally required documentation had been published on the website.
- c) **Internal Audit Report (IAR) 2018-19**
- **Council agreed to approve the previously circulated IAR.**



- Council reviewed the effectiveness of the IAR and agreed this was sufficient.
- Clerk asked council to appoint and Internal Auditor for 2019-20. Council agreed to appoint Heelis and Lodge.

d) Petty Cash Payments Report –

• Arch lever folder	£2.00
• 2 x wooden stakes and aphid spray for VH garden	£30.97
• Printer paper	£3.49
Total Petty Cash spend since May meeting was	£36.46.

Authorise the following payments: (Inc VAT if Applicable)

a) Administration May	£298.22
b) Administration June	£298.42
c) VH Electricity Bill June	£220.59
d) Graffiti removal bus shelter St Johns Row	£312.00
e) VH septic tank emptying	£113.40
f) VH sills painting	£200.00
g) Petty Cash top up	£36.46
h) VH fire equipment servicing	£99.00
i) Bank charges Q1	£18.00
j) VH weekly cleaning Q1	£45.16
k) HMRC PAYE Q1	£66.80

Council agreed to approve all the above payments.

FPC24/0719 **Matters to be brought to the attention of the Parish Council – None**

Meeting closed at 9:30pm

