



## FRAMSDEN PARISH COUNCIL

**All Councillors are reminded of their obligations under the Code of Conduct Regulations.**

Minutes of the Meeting held on Thursday 8<sup>th</sup> June 2023 at Framsdon Village Hall

Attendance Dominic Vaughan (DV) Ian Seager (IS) Neil Mellor (NM)  
Sarah Clare (Clerk)

Public present at the meeting: 0

### FPC 23-05-01 Appointment of Chair

DV was nominated as Chair by IS, NM seconded, all voted in favour and **IT WAS SO RESOLVED**

The acceptance of office form was signed

### FPC 23-05-02 Apologies for Absence

Nicola Whitmore (NW) and Claire Macaulay (CM) were both unable to attend due to family commitments and had sent their apologies. Glen Buckingham (GB) was unable to attend due to work commitments and had sent his apologies. The Council accepted.

Apologies had also been received from Nick Hardingham (District Councillor) and Matthew Hicks (County Councillor)

### FPC 23-05-03 Declaration of Interests

None

### FPC 23-05-04 Public Forum

None

### FPC 23-05-05 Minutes of previous meetings

The Minutes of the meeting held on Thursday 11<sup>th</sup> May 2023 as a true and accurate record, were proposed by NM, seconded by DV and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

### FPC 23-05-06 Matters Arising and Action Points from May minutes

1. Submit dispensation forms. DISCHARGED
2. Send information about Tollgate Corner to District Councillor. DISCHARGED
3. Arrange for Community Benefits Society to update District Councillor on Dobermann Inn Case. ONGOING
4. Submit responses to planning department at District Council as agreed. DISCHARGED
5. Submit comments regarding road naming to District Council as agreed. DISCHARGED
6. Chase up Suffolk ProHelp. DISCHARGED - NM to report at next meeting.
7. VHMC to liaise with Framsdon Fundraisers about a potential new community use board at the Village Hall. ONGOING

Signed  (Chair of meeting authorising minutes)

Signed  (Clerk)

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8. Arrange for a site visit and assessment of whether the Village Hall is a suitable location for an EV charging point. ONGOING
9. Draw up a list of specific tasks related to the management of the Village Hall for circulation to all. DISCHARGED – The list has been circulated to the Council and NM asked that all Councillors consider who could potentially be approached to take on the tasks, ready for further discussion at the next meeting.
10. Advise District Council to carry out Annual Play Area checks. DISCHARGED
11. Publish re-adopted Councillor Code of Conduct on website. DISCHARGED
12. Submit and publish CIL statement. DISCHARGED
13. Publish AGAR information on website. DISCHARGED
14. To distribute payments as approved at the May meeting. DISCHARGED

FPC 23-05-07 Planning

a) To consider planning applications that had been submitted since the last meeting:

- i. DC/23/02329 – Householder Application – Erection of single storey rear and two storey side extensions, including insertion of rooflights in conjunction with conversion of loft and front porch (amended scheme re-submission of DC/23/00282). 3 Bell Farm Cottages, Birds Lane, IP14 6HP

Councillors had all studied the application in advance of the meeting. After discussion it was decided to submit **NO COMMENT** to the application based on the following:

DV proposed, IS seconded, all voted in favour and **IT WAS SO RESOLVED.**

- ii. DC/23/02459 – Full Application – Erection of a wooden shelter to provide an outdoor learning space. Helmingham Primary School, School Road, IP14 6EX

Councillors had all studied the application in advance of the meeting. After discussion it was decided to submit **NO COMMENT** to the application based on the following:

NM proposed, IS seconded, all voted in favour and **IT WAS SO RESOLVED.**

b) To consider any planning applications which have been submitted since agenda published: None

c) Updates and outcomes on previous planning applications:

- i. DC/23/00002 – Full Planning Application – Conversion of barn to form 1 no. Dwelling, including creation of new vehicle access. Southwood Barn, Otley Road, IP14 6HU - Granted.

FPC 23-05-08 Parish Council Activities & Projects

- a) To consider co-option to Council – Nobody came forward for co-option. The Clerk confirmed that the vacancies are published on the village website.



FPC 23-05-09 Finance

- a) To review the Financial Statement for the month, as supplied by the Clerk - The Clerk had previously circulated the Financial Statement for June. There were no queries. IS proposed acceptance, NM seconded and **IT WAS SO RESOLVED.** The Chair signed the corresponding Bank Statements to confirm the figures.

- b) To agree payments as detailed on Payment Schedule - DV proposed authorisation, NM seconded and **IT WAS SO RESOLVED.** The Clerk will set up payments accordingly.

FPC 23-05-10 Matters of urgency to be brought to the attention of the Council



- a) Items for next agenda:
  - Update on Suffolk ProHelp
  - VHMC recruitment of volunteers to carry out specific tasks and/or join the team

Signed  (Chair of meeting authorising minutes) Signed  (Clerk)

- Tollgate Corner (if information has come forward from District Council)
- Energy Audit Report outcomes and future action – IS to circulate report to all Councillors

Items for the July Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 3<sup>rd</sup> July at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

There being no further business requiring the attention of the Parish Council, the meeting was closed at 7.51pm. The next Parish Council meeting is set for **Thursday 13<sup>th</sup> July 2023** at 7.30pm, in Framsdon Village Hall

Signed  (Chair of meeting authorising minutes) Signed ...  (Clerk)