



FRAMSDEN PARISH COUNCIL

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

Minutes of the Meeting held on Thursday 10th September 2020 remotely via Zoom.

Attendance	Nicola Whitmore (NW)	Glen Buckingham (GB)	James Young (JY)
	Adam Eaton (AE)		
	Sarah Clare (Clerk)	Suzie Morley (SM)	(District Councillor)

Public present at the meeting: 7

FPC 20-09-01 To Elect a Chair

The Clerk asked for nominations for the office of Chair.

AE was nominated as Chair by GB, NW seconded, all voted in favour and **IT WAS SO RESOLVED.**

In accordance with the regulations permitting remote meetings the Council accepted that the Declaration of Office be signed after the meeting and filed by the Clerk.

FPC 20-09-02 Apologies for Absence

Debra Pearce (DP) and Claire Macauley were both unable to attend due to family commitments and had sent their apologies. The Council accepted

County Councillor Matthew Hicks (MH) had sent his apologies, he was unable to attend due to work commitments.

FPC 20-09-03 Public Forum

AE opened the meeting by thanking everyone present for taking the time to attend and asking if any of the members of the public present had anything that they wished to raise.

A parishioner asked on behalf of the classes held in the Village Hall whether there were any plans to re-open the hall as lockdown is being eased, with many of the groups who use the hall having taken advice from their professional bodies and having their own insurances in place. AE stated that this was something that the Council would be discussing later in the meeting, but the plea was noted.

The parishioner who had taken over as Village Hall Booking Clerk has set up a new email address specifically for this purpose. She advised that there had been several enquiries about booking the hall and also about possibly borrowing tables for other events.

It was noted that the outside tap at the Village Hall was in need of some maintenance. The Clerk will make arrangements.

Another parishioner requested that he be able to raise the points he wished to discuss under the relevant agenda items. AE agreed to this request.

FPC 20-09-04 To Receive District Councillor's Report – District Councillor Suzie Morley

The District Councillor's report had previously been circulated to the Council and has also been posted on the village website www.framesden.onesuffolk.net

AE asked Councillors if they had any queries about the report – none were forthcoming. SM noted that there had been a slight difficulty in finding a Councillor willing to Chair the Parish Council meeting and advised the Clerk that she would find out from the monitoring officer the process that would take place if the Parish Council was unable to find a Chair at any point.

Signed (Chair) Signed (Clerk) 10

FPC 20-09-05 To Receive County Councillor's Report – County Councillor Matthew Hicks

The County Councillor's Report had previously been circulated to the Council and has also been posted on the village website www.framsden.onesuffolk.net

FPC 20-09-06 Declaration of Interests

It was noted that NW, GB, JY and AE were all in receipt of a dispensation regarding item FPC 20-09-09 d) i) as agreed at the May 2020 meeting of the Parish Council.

FPC 20-09-07 Minutes of previous meetings

The Minutes of the meeting held on Thursday 9th July 2020 as a true and accurate record, were proposed by NW, seconded by AE and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

FPC 20-09-08 Matters Arising and Action Points

8.1 A circular tree seat is due to be delivered and installed later in September in the Village Hall garden/play area. The parishioner who had paid for the seat advised the Council that should there be a major change of use on the site then he would remove the seat. The Council accepted this statement. The parishioner went on to advise that in due course he intended to purchase additional seating for this area. The Council thanked him for his work.

8.2 The lighting levels in the Village Hall were still noted to be a point of concern. Councillors asked that comparative quotes be obtained for an upgrade, ensuring that they are for the same specifications. The parishioner who had obtained the quotes assured the Council that the figure quoted at the July meeting was for the higher of the quotes, but agreed to pass on the other quotes he had received to the Clerk so that the Council could scrutinise them further. After discussion it was agreed that it would be highly likely that the lighting upgrade would not take place until a Village Hall Management Committee had been formed. This matter was deferred to the November meeting.

FPC 20-09-09 Planning

- a) To consider planning applications that had been submitted since the last meeting - None
- b) To consider any planning applications which had been submitted since agenda publication – None
- c) Updates and outcomes on previous planning applications – None
- d) Other Planning Matters
 - i. Condition of Grade II Listed Building, the Doberman Inn/Asbach House – update – No further developments to report since July meeting.
 - ii. Planning Concerns regarding property at Peats Corner – update - The Clerk had been in contact with MSDC Planning Compliance, who had given assurances that the work had been checked and no planning breaches had taken place.

FPC 20-09-10 Parish Council Activities

- a) Situation regarding vacancy on Council – The Clerk advised that the Statutory Notice of Casual Vacancy had been received from the Returning Officer at the District Council. If an election is requested this would be deferred until March 2021 at the earliest, due to the ongoing COVID-19 pandemic. If no election is requested co-option may proceed at the next scheduled Parish Council meeting in November. To date two expressions of interest in co-option had been received.
- b) Land at Tollgate Corner – No report had been received from MSDC, so nothing to progress, the Clerk will chase up and re-agenda the item.
- c) Update on Village Hall Lease status – The Clerk advised that the lease has now been signed and finalised and the dated version will be uploaded to the village website. Formal bound copies will be sent to all parties to the lease upon completion of the registration at the Land Registry. A parishioner expressed discontent with the way in which the lease had been negotiated. He asked how he may go about making

Signed  (Chair)

Signed  (Clerk)

a formal complaint to the Council. The Clerk will supply a copy of the Parish Council Complaints procedure.

- d) To consider a Village Hall Management Committee (VHMC) – It was agreed to defer this item to the November agenda for further discussion.
- e) COVID-19: Re-opening of Village Hall, risk assessments and risk mitigation actions – AE opened discussion by listed the three possible ways forward:
 - 1. Don't open at all
 - 2. Open all facilities
 - 3. Open some of the facilities (eg. Main hall only, no toilets/kitchen/small meeting room)

The Councillors had all read documents circulated by the Clerk about how other village/community halls in the area had approached the issue, together with model risk assessment documents provided by independent bodies. Concerns were expressed that the Parish Council did not have the resources to provide the additional cleaning that would be required between users and Councillors did not feel comfortable with the idea that all cleaning duties be delegated to hall users. JY explained that he is professionally involved with various venues and that the entity hiring out the hall could not simply abdicate responsibility to hirers. It is not about whether users can demonstrate insurance/guidance, but it was a matter of whether the building could be made COVID-secure. The legislation was constantly changing, with Government guidance having been altered a few hours before this current meeting. It was felt that the Village Hall cannot currently be adapted to be COVID-secure.

AE proposed a vote on option one as listed above, JY seconded, all voted in favour and **IT WAS SO RESOLVED**.

The Village Hall Booking Clerk, who was present at the meeting, asked if this ongoing closure also meant that tables and other equipment were unable to be loaned out. The Council confirmed this to be the case.

- f) Consideration of projector mounting request for Village Hall – In light of the decision not to re-open the hall it was decided to defer this for discussion at the next meeting.
- g) Play Area – Working Party Update – JY and CM had met a few weeks prior to the meeting and discussed feedback that had been received from Framsdon Fundraisers and from parishioners. A consultation document had been prepared, with a written specification for the play area upgrade and meetings with contractors are to take place in the next couple of weeks. It is hoped that there will be three quotes, all on the same specification, ready for consideration at the next meeting.
- h) Strategy to address broadband issues within the Parish – A former Parish Councillor had circulated information to all residents along the A1120 about the current situation regarding broadband provision to the village. There have been problems with getting fibre provision, with earlier promised deadlines being missed. The current situation is that Framsdon is on schedule to get full broadband coverage by early 2021. County Councillor Matthew Hicks has offered to either hold a separate meeting within the village or attend the next Parish Council meeting to explain the situation in full. He would also endeavour to bring along the Programme Director of Suffolk Better Broadband. The Clerk will ensure that once the attendance is confirmed an email will be sent to all parishioners to let them know – it is highly likely that the meeting will be via Zoom.
- i) To consider an FPC Emergency Plan – to be deferred to the November meeting.
- j) To consider a Fido Bin near the Community Woodland – AE outlined the options available to the Council:
 - 1. Do nothing further, as there are already two bins in the village.
 - 2. Get further signs advising parishioners that not to clear up after their dog is an offence.
 - 3. Order a new dog bin and arrange installation. It was noted that installing the current two bins had caused considerable problems, with a number of objections having been received from parishioners, although the Woodland Committee had already agreed in principle for a bin to be sited on their land.

JY proposed a fourth option – requesting enforcement officers come out to the village, GB seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will make contact with MSDC and request enforcement patrols and send an email out to all parishioners urging them to clean up after their pets.

Signed  (Chair)

Signed  (Clerk)

- k) Remembrance Wreaths – NW confirmed that the Parish Council purchase a wreath and a representative (usually the Chair) attends the remembrance service to lay the wreath. NW will make contact with the Royal British Legion representative in the village and see what arrangements may be in place already and advise the Clerk of the current situation.
- l) Consideration of Expressions of Interest in Quiet Lanes in the Parish – After discussion it was decided to ask for the following lanes to be nominated for consideration: Birds Lane and Jockeys Lane. The Clerk will make contact with the group organising the nominations and see what is needed to progress the matter further.
- m) Consideration of the provisioning of a Speed Indicator Device – update - An email had been circulated by the previous Clerk to gauge support within in village for a Speed Indicator Device and asking for volunteers to come forward to help with managing such a device. Limited replies had been received by the current Clerk, with 100% support for the device expressed, but no volunteers coming forward to help with physically positioning and maintaining the device. It was agreed that the current Clerk will re-send the email, as it had coincided with the summer break period. If no volunteers are willing to come forward, but the village wants to go ahead with a Speed Indicator Device then the Clerk suggested a similar route to that taken by Ashfield-cum-Thorpe, whereby Framsdon would join a rota of villages to have a device in place periodically. This service is managed by Suffolk Highways. The Clerk will liaise with the Councillor at Ashfield-cum-Thorpe to explore this option further
- n) Consideration of Responses to NALC Consultations - The documents had been circulated to all Councillors for consideration. NW expressed concern that decision making in the planning process is being taken away from local communities. AE, JY and GB agreed with this concern and it was agreed that the Clerk submit comments expressing this viewpoint on behalf of the Parish Council to all three documents as listed:
- i. PC10-20: Changes to the Current Planning System
 - ii. PC11-20: White Paper Planning for the Future
 - iii. PC12-20: Transparency & Competition: Data & Land Control

FPC 20-09-11 Finance

- a) To review the Financial Statement for the month – The Clerk had previously circulated the Financial Statement for September. There were no queries. GB proposed acceptance, AE seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.
- b) To confirm Unity Bank balance – as at 10th September 2020 the balance was £25,059.16
- c) Petty Cash Payments Report – Total Petty Cash spend since July meeting = £0.00
- d) To accept NJC recommended pay settlement - NW proposed acceptance, GB seconded all voted in favour and **IT WAS SO RESOLVED**. The Clerk will advise SALC payroll.
- e) To agree payments as detailed on Payment Schedule – NW proposed authorisation, JY seconded and **IT WAS SO RESOLVED**. The Clerk will arrange online payments accordingly.

FPC 20-09-12 Matters of urgency to be brought to the attention of the Council

- a) None
- b) Items for next agenda:
- Co-option to Council
 - Land at Tollgate Corner
 - To consider a Village Hall Management Committee (VHMC)
 - Consideration of projector mounting request for Village Hall
 - Lighting in the Village Hall
 - Play Area Working Party Progress Report
 - Broadband provision within the village
 - FPC Emergency Plan
 - Consideration of the provisioning of a Speed Indicator Device


Signed (Chair) Signed (Clerk) 13

Items for the November Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 2nd November 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 8.40pm. The next meeting is set for **Thursday 12th November** at 7.30 pm, remotely via Zoom.

Adam Eaton, Chair

Sarah Clare, Clerk

Signed  (Chair)

Signed  (Clerk)