

FRAMSDEN PARISH COUNCIL

Minutes of the Parish Council meeting held on Friday 10th November 2017 in the Village Hall at 7.30pm

Clerk to the Parish Council: Mr Steven Barron
Telephone 07719 176917 Email: Framsdens.pc@gmail.com
Website: www.framsdens.onesuffolk.net

Present: Chair Nicola Whitmore (NW), Claire Macaulay (CM), James Young (JY) and Debra Pearce (DP)
In attendance: C Cllr Matthew Hicks (MH), and seven members of the public (including FF representation).
Apologies: Nigel Hutchinson (NH), Glenn Buckingham (GB) and D Cllr Tim Passmore (TP)
References: FF – Framsdens Fund Raisers, PC – Parish Council, VH – Village Hall, PCC Parochial Church Council, ACV Asset of Community Value, MSDC Mid Suffolk District Council

Opening

The Chair opened the meeting at 7.30pm and welcomed everyone present.

FPC02/1117

Public Participation

A member of the public gave a verbal update from the Framsdens Pub Group. Main points presented below:

- A steering group has been meeting weekly.
- The ACV has been registered with MSDC and an appeal review has been requested by the owner and the outcome is expected by 20th November.
- A prospectus has been produced with lots of ideas on how to make it different from the old Dobermann.
- The ACV means a community right to bid would exist for five years and the ACV would also impact against any "Change of Use" planning application.
- There was to be a private meeting on 11th November of the Framsdens Pub Group with prospective interested parties.
- It was asked that support be given from the Parish Council for the strategy of the ACV under agenda item 22.

A member of the public asked a question about item 15a and 15c (Village Hall Matters) which was "When did the Parish Council agree for the storage room to become something else?" Some councillors responded that they did not recall any



formal agreement had taken place. **Clerk would check recent minutes and report back.**

A member of the public stated that they had submitted information to the PC prior to the meeting about items 15b and 15c which was acknowledged. Hard copies of the details were offered by the same to other members of the public who were present. The member of the public stated that they intended to register a complaint to the Parish Council about item 15a and would refer to the pending Complaints Procedure once it was published.

A member of the public asked to speak about item 15f and chair agreed to allow them to speak when the agenda item was reached later in the meeting.

FPC03/1117

Receive Police Report

None received, but chair reminded the meeting about a suspicious white Citroen Berlingo van seen on farms amid a rural crime spate recently. Clerk added that there had been a recent theft of a large dog kennel in the Peats Corner area a couple of weeks ago. Residents should be reminded to stay vigilant.

TP had sent an email report which included:

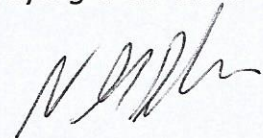
- two new small-scale speed enforcement vans will be added to the fleet very soon and there should be some unannounced enforcement on the B1077 and the A1120.
- The concerns regarding drugs and youth / gang violence for spreading into the countryside remain.
- Hare Coursing has become more problematic again recently. Plant and machinery thefts have increased so please do everything possible to secure all property and report any suspicious activity.
- Extra money is now being put into catching drug driving offenders to keep roads safer.

FPC04/1117

District Councillor's Report

Councillor Tim Passmore was not present and chair gave an overview of an email report received which included:

- Mid Suffolk was recently revealed as being the third happiest district to live in.
- He has received the notification of registering the Doberman as a community asset and recognises and recognises that there is a long way to go and he had received representations that not everyone in the village was happy. He asked to be kept informed of developments.
- The move to Endeavour House has started.
- The Council Tax consultation finishes on November 27th. This is about supporting and helping those residents who are in difficulty with paying their bills.



There could be a reduction of up to 95% of the cost. Details are on the website.

- There is still time to have your say on the ward boundaries alterations from the Boundary Commission – consultation closes on December 11th. Details are on the website.

FPC05/1117 **County Councillor's Report (Full reports available on Parish Council web site)**

Councillor Hicks gave a verbal report which included:

- **A reminder to check white goods as Suffolk Fire and Rescue Service marks UK Home Safety Week.**
In 2015/16, more than 15,000 accidental fires in the home were caused by cookers and white goods across the UK. In 2016/17 in Suffolk, there were 29 incidents caused by white goods – to date in 2017/18, there have been 11.
- **Don't put off your flu vaccination**
With higher than usual numbers of people contracting flu in the Southern Hemisphere during their winter season earlier this year, it is more important than ever not to delay getting the vaccination.
- **Suffolk Fostering Service launches first in a series of fostering recruitment campaigns.**
Suffolk County Council's Fostering Service will launch a series of campaigns over the coming months to encourage more Suffolk residents to become foster carers. 820 children currently live in care in Suffolk and there is an urgent need for more people to come forward to foster.
A series of natural flood protection measures are currently being put in place around Debenham.
Local land owners are joining forces with local organisations including Suffolk County Council, Environment Agency, Essex & Suffolk Rivers Trust and East Suffolk Internal Drainage Board to deliver the Deben Holistic Water Project.
MH was asked by a member of the public about locality grant budgets and the process for applying by the Parish Council was outlined by MH.

FPC06/1117 **Approve Minutes of meeting held on 8th September 2017 as a true record of the meeting**

A member of the public asked to challenge the minutes but was reminded that only Councillors were able to approve or challenge the draft minutes. The minutes were approved by the council and signed by the Chair.

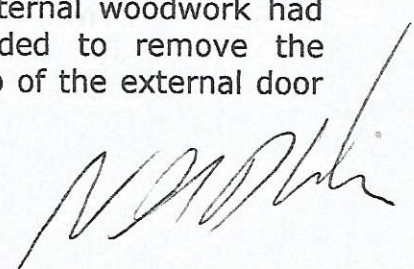
FPC07/1117 **Receive Declarations of Interest**

CM stated that she was a member of The Framsdan Pub Group (agenda item 22).



- FPC08/1117 **Receive Declarations of Dispensation**
None
- FPC09/1117 **Clerk's Update regarding matters arising from the last minutes.**
- a) The two floral tubs had been installed outside the Village Hall and a grant was pending from FF.
 - b) Litter bin in the lay by on the A1120 ownership question was still not resolved. Clerk will continue to investigate.
- FPC10/1117 **a) Planning Applications for Discussion and decision - None**
- b) Awaiting decision from MSDC - DC/17/03875 Potash Farm Ashfield Road Framsdén**
 - c) Decisions made by MSDC - DC/17/03602 Boundary Farm Framsdén: *Permission granted.* DC/17/03947 Church Farm Birds Lane Framsdén: *Permission granted.***
- FPC11/1117 **Community Infrastructure Levy (CIL) – Budgeting.**
Clerk reported that the frequency and amounts of any future CIL payments to FPC were uncertain. It was suggested that the current CIL payment be earmarked as a reserve specific to CIL allowed spend, named as CIL_24APR2017 (based on date received) which the Clerk could then manage within the budget and report annual return to MSDC on this single payment. Any future payments received would be similarly, but separately labelled and earmarked. **This was agreed.**
- FPC12/1117 **Draft Budget 2018-19 –**
- a) Spending this year so far and projected to 1st April 2018-
A hard copy of a spending spreadsheet was distributed to the councillors and the Clerk gave an overview of the figures for spending and earmarked reserves for 2018-19.
 - b) Major projects 2018-19? –
Councillor GB (not present) was investigating quotes for Solar PV for the Village Hall roof. No others were discussed.
 - c) Draft Budget 2018-19-
A hard copy of budget spreadsheet was distributed to councillors. Some budget values were discussed and noted by the Clerk. **Clerk to update the spreadsheet with the agreed changes and send to council for January meeting.** Chair stated that council should consider a small increase in precept as a history of static annual precepts had resulted in major increase last year. This would be discussed at the January meeting.

- FPC13/1117 **Land at Tollgate Corner – MSDC fence question**
A response had been received from MSDC and circulated prior to the meeting. Council agreed that removal of the fence by volunteers within the village should be pursued with the dependency of permission from MSDC. **Clerk to action.**
- FPC14/1117 **Village Hall Lease agreement – Update**
Proceedings were delayed until today, as an email requesting authorisation to proceed from the solicitor's office, had been sent to the wrong email address at the PCC on October 20th. This had been rectified after the Clerk had contacted the PCC and the solicitor's office. It was suggested that FPC re-check the details of the required lease agreement and update the solicitor if necessary. **Clerk will action.**
- FPC15/1117 **Village Hall Matters -**
- a) **Storage Facilities Proposals**
Since the last meeting, the PCC had reported verbally to the council, after a PCC meeting on 28th September, that any storage cupboards were not to be fixed, but movable. The meeting agreed that the council decision of expenditure would need to be reviewed at the January meeting. Any future decision on the requirement needed to consider respect and flexibility for and on behalf of all village hall users.
 - b) **Proposal for kitchen improvements working party update.**
A member of the public (FF representative) had submitted an estimate to the PC from the working party set up to investigate an interim kitchen upgrade and hard copies were handed out at the meeting. The estimate list included some priorities. The estimate cost of all was £2090. Council agreed that this was not lease renewal dependent. It was proposed expenditure of £500 from each locality budget of District and County Councillors (before Feb 2018) as a £1000 grant sum, £500 from Parish Council and £500 be requested from FF. **Decision: This was agreed.**
 - c) **Committee Room**
The use of the Little Room would be discussed at the January meeting.
 - d) **Cleaning update**
All going well.
 - e) **Hall access and finishing touches**
Clerk had received no negative feedback from VH users and the key safe, a new lock and handles were all good. Clerk reported that two part used tins of the original cream paint used on the VH external woodwork had been purchased. It was intended to remove the redundant door handle at the top of the external door



and make good. This was agreed. The paint also offered a potential saving in the future by enabling the community to touch up the paintwork as required if volunteers were available.

f) Options Paper re. Hall use, bookings & charges.

An options paper and a table of suggested charging scenarios had been circulated and was referred to at the meeting. A member of the public stated that to charge for charitable events was a big change of policy. This was discussed and it was agreed to add charges for the Little Room of £1 or £2 per hour apart from PCC, FF and sub group meetings. **Council agreed to trial the new policy for 6 months.**

FPC16/1117 **Play Area -**

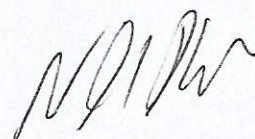
- a) Formal Annual Inspection – Resultant work required. The required work, which resulted from either low, or very low risk issues, would be mostly done in the spring aimed at setting up a volunteer group in the village, **this would be on March meeting agenda.** Some small tasks could be done prior to this and Clerk would progress where appropriate.
- b) Play Area Signage - RoSPA recommended large multi message disclaimer signage on Play Areas. This could be considered by council for next year's budget.
- c) Grounds Maintenance charges and outstanding payments- After discussion council agreed to pay the outstanding invoices and agreed for the **Clerk to investigate an alternative supplier, preferably local and to reduce the number of cuts down from 14 per annum.**
- d) Positioning of the bin currently in the Play Area- Council discussed and agreed to keep the bin where it was and to investigate providing a fido dog waste bin close to the entrance of the Play Area (outside the fence).

FPC17/1117 **Dog Waste Fido Bins -**

Chair reported that Fido bin emptying charges by MSDC were £35 per bin per annum. Costs of one Fido bin provisioning could be around £200, depending on the fixing used. **Council agreed in principle to acquiring 2 Fido bins, one to be positioned by the Play Area entrance and another by the car park outside the Village Hall. Clerk to investigate exact quotes and report back.**

FPC18/1117 **Community Assets (ACVs) -**

After discussion, council agreed that it was not necessary to apply for an ACV for the Play Area.



- 00.053
- FPC19/1117 **Five Year Parish Plan –**
 It was clarified that FPC’s aim was to produce an up to date Five Year Parish Improvement Plan. After a discussion, it was agreed that all councillors would refer to a copy of the original Village Plan and associated updates for the January meeting. **Clerk would circulate.**
- FPC20/1117 **Council Policies -Approve and adopt FPC Complaints Procedure.**
 The draft document had been circulated prior to the meeting. **Council agreed to adopt the Complaints Procedure.**
- FPC21/1117 **Correspondence -**
 A Local Boundary review letter had been received and was available to those present. Most of this is on MSDC website.
- Correspondence had been received from MSDC informing of a change from paper based, to online access for Councillors Declarations of Interests submissions. **Clerk reminded councillors that they should update their register of interests with any changes if there had been any, but reported that clarification would be sought from MSDC about the time frames for the continued use of the paper forms and report back to councillors shortly.**
- FPC22/1117 **The Village Pub –**
 After discussion, it was proposed that the following statement be made:
"Framsden Parish Council supports the current ACV strategy and the steering group in their attempts to retain the property as a pub for the community of Framsden" **This was agreed.**
- FPC23/1117 **EU Directive "The General Data Protection Regulation" (GDPR) – update**
 Clerk had attended a briefing at SALC in October. The impact on Parish Councils is uncertain and we are waiting for further updates and advice from SALC. Currently every Parish Council will be required to appoint a Data Protection Officer (DPO). This can't be a councillor and looks unlikely to be the Clerk. Budgeting should be considered to cover resourcing of any imposed requirements on the PC.
- FPC24/1117 **Finance**
- a) **Unity Trust Bank Update:** Balance on 10th November was £21152.27p
 - b) **Clerk's Finance report:** This had been addressed under item 12a.
 - c) **Petty Cash report:**
 - Clerk mob phone top up £10.00
 - Village Hall door handles £15.36

- 2 x part used tins of paint for Village Hall £20.00

Total Petty Cash spend since September meeting is £45.36

Authorise the following payments: (Inc VAT if Applicable)

a) Administration September	£154.34
b) Administration October	£192.98
c) Grounds maintenance Q1	£149.80
d) Grounds maintenance Q2	£149.80
e) Grounds maintenance Q3	£149.76
f) Village Hall weekly cleaning Q2	£65.20
g) Village door handles and lock fitting	£30.00
h) Annual web site hosting	£60.00
i) Village Hall floral tubs (pending FF grant)	£174.41
j) Donation to RBL for wreath	£18.00
k) UTB bank charge Q2	£18.00
l) Clerk GPDR briefing charge	£26.40
m) Petty Cash top up	£45.36
n) Annual PC Insurance	£434.26
o) PAYE HMRC Q2	£125.40

FPC25/1117

Matters to be brought to the attention of the Parish Council –

CM reported that The Woodland Group had received a £500 grant from Skipton Grass Roots Giving. The Halloween Pumpkin Trail evening had been a success. Clerk reported that the date for the bridge replacement over the River Deben at Ashfield would not be until spring or summer of 2018. Chair requested that Footpaths should be restored as a regular agenda item for January. **Clerk would action.**

Meeting closed at 9:50pm

