

FRAMSDEN PARISH COUNCIL

Minutes of the Parish Council meeting held on Friday 8th September 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 Nigel Hutchinson (NH), Claire Macaulay (CM) and Glenn Buckingham (GB)

In attendance: C Cllr Matthew Hicks (MH), D Cllr Tim Passmore (TP) and ten members of the public (including FF representation).

Apologies: Debra Pearce (DP), Nicola Whitmore (NW) and James Young (JY)

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 publicly thanked Ian Seager, who had recently resigned from the PC, for all his contributions to the council during his tenure.

FPC02/0917 Public Participation

A member of the public spoke about the Dobermann Inn and wished to inform the council of what was happening to try and keep this as a village asset. Following two previous ACVs being turned down by MSDC, a group of villagers had met to form the Framsdens Pub Group. Summary submitted for PC's information:

- 159 signatures have been received from residents, 109 from surrounding villages all wanting a pub in Framsdens
- Pledges of Support and 25 volunteers to join the group
- New ACV put in with extra evidence of use- personal accounts with photos
- Mid - Suffolk received and now checking that group members are on Electoral Roll
- Framsdens Pub Group in the process of agreeing a formal constitution and setting up subgroups
- Have sought advice from Plunkett foundation, Pub is the Hub and others
- Have a website- bit.ly/framsdenpub or <https://sites.google.com/view/framsdenpub>
- Have an email address framsdencommunitypub@gmail.com
- Support from Dan Poulter MP


10.11.17

- Support from Laura Wright- opera singer
- Support from local councillors, Matthew Hicks and Tim Passmore

When council were questioned about support, there was an encouraging positive initial response from a councillor expressing a personal view. It was asked that "The Village Pub" be an agenda item for the November meeting when the appropriate discussion and resolution can take place within council. Subsequent to that, a clear statement from the Parish Council can be issued.

A member of the public asked to be allowed to speak on items 13a and 22 which the Chair granted. **It was also asked for consideration to be given by council for VH subjects of "kitchen improvements" and "committee room" for the next meeting's agenda.**

A member of the public (also FF representative for the meeting) asked council if they would take up an offer of setting up a working party to gather requirements for the kitchen area of the VH and then present to council. **This was accepted and an appropriate item would be on the next meeting's agenda.**

Councillor Matthew Hicks commented on the possibility of purchasing catering equipment through SCC which was void of VAT and also that he had budget of approx. £8k (shared). Councillor Tim Passmore informed council of "locality budget" which was around £6k (shared) and available until Feb 2018.

FPC03/0917 Receive Police Report

None received, but **Clerk would make SNT newsletters available on website.**

FPC04/0917 District Councillor's Report

Councillor Tim Passmore gave a report which included:

- MSDC move to Endeavour House might be delayed due to staff contract issues.
- There is a boundary review taking place and ideas can be put in via the website.
- More speed enforcement had been requested (two extra speed vans had been allocated) on B1077-A1120 junction and associated road. Possible speed reduction in the future was possible.
- Police Commissioner's "Stay Safe Online" has grants available to voluntary groups.
- There was an imbalance between Suffolk and Norfolk constabularies and a funding settlement is in progress.
- One of the main concerns in crime currently is the youth gang problems in Ipswich and associated violence. Ipswich Borough were maximising

prevention, but the fear was it could spread to other smaller towns in Suffolk.

FPC05/0917 County Councillor's Report (Full reports available on Parish Council web site)

Councillor Hicks gave a verbal report which included:

- **Sizewell**
EDF energy had stated the need to have temporary accommodation for 2,400 workers by the side of the A12
- **SCC priorities and business plan**
Aging population
Recycling (waste site tours are recommended) plus Materials Recovery Facility (MRF)
SCC Highways
A re-organisation would aim to give a single point of contact for all locations. There is a problem with unfilled vacancies. MH will contact PC in regard to our single point of contact.
MH was asked by GB about **broadband cabinets** in Framsdan and their go-live estimates. MH would respond to GB by email.

FPC06/0917 Approve Minutes of meeting held on 14th July 2017 as a true record of the meeting

These were approved by the meeting and signed by the Chair.

FPC07/0917 Receive Declarations of Interest

None

FPC08/0917 Receive Declarations of Dispensation

None

FPC09/0917 Clerk's Update regarding matters arising from the last minutes.

- a) Litter bin A1120 awaiting confirmation from MSDC about where our three bins which we are charged for are located. Plus, proof of ownership of bin by A1120.
- b) Tap repair/replacement VH kitchen had been completed.

FPC10/0917 a) Planning Applications:

DC/17/03602 Boundary Farm Framsdan IP14 6LH

Erection of 1no. bay extension to existing hay barn and conversion of 1no existing bay to workshop area.

After discussion, **the Parish Council agreed the following decision:**



No objections, hence implied support.

DC/17/03947 **Church Farm Birds Lane Framsdan IP14**
6HR

Application for Listed Building Consent - Replace 2 No.
ground floor windows to northern elevation.

After discussion, **the Parish Council agreed the following decision:**

No objections, hence implied support.

DC/17/03875 **Potash Farm Ashfield Road Framsdan IP14**
6LR

Application for Listed Building Consent - Repairs and
alterations to timber-framed barn.

After discussion, **the Parish Council agreed the following decision:**

No objections, the building appeared in need of repair, supported.

b) Awaiting decision from MSDC - None

c) Decisions made by MSDC - DC/17/02794 East View Birds Lane Framsdan: Was supported by PC and has been permitted by MSDC.

d) Clerk reported in NW's absence: This information was received after the agenda was published and is for information of the meeting.

The MSDC/Babergh Joint Local Plan had been published and received by NW. Notices about drop in sessions would be on noticeboard and PC website. NW had attended a briefing this week and one issue raised was "How can a Parish Council give a collective response to the online questionnaire?" A response was now awaited from MSDC.

FPC11/0917 **Land at Tollgate Corner - MSDC fence question**
No response to date from MSDC. **Clerk to ask MSDC again.**

FPC12/0917 **Village Hall Lease Agreement -** No formal written response received. However, a member of the public asked to mention that James Hall (Birketts) was on long term sick and that the contact details of one of his colleagues, Stuart Jones (Birketts) would be made available to the Clerk so that this can proceed.

FPC13/0917 **Village Hall Matters**
a) Storage Facilities Proposals
Clerk reported that an estimate of £60 had been given verbally for the cost of moving the electrical socket. Council had written to the PCC asking for the Diocese to give written consent if appropriate as per lease



section 3.6. A member of the public who was due to speak on this item, then asked a procedural question which would be dealt with outside of this forum.

b) Suggested provision of a new blind in VH kitchen

GB suggested that this would be covered by the proposed kitchen area working party mentioned under item 2. This was agreed.

c) Care team cleaning update. None. A member of the public asked to say that it was going very well.

d) Hall access

Clerk had purchased a key safe and a new lock as per the last meeting's action. **Location of the key safe in a suitable position would be looked at by CM. Clerk to then proceed to arrange fitting of the key safe.**

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

An options paper from NW had been circulated prior to the meeting. It was indicated that the VH income and expenditure was roughly "breaking even" in recent years with a one-off fence purchase ignored. Council agreed that the last paragraph wording in the options paper was the best way to proceed. There then followed some booking scenario Q & A to clarify the meaning. **CM offered to draft a flowchart based on this last paragraph for council to review.**

f) Floral Tubs -

FF had agreed to pay £164 towards the costs. It was agreed for the supplier to be asked to proceed with the provision and for the tubs to be sited either side of the fire doors.

FPC14/0917 **Play Area**

Clerk reported that annual RoSPA inspection report had not yet been received and would chase MSDC.

There had been a report of dog fouling on the area road side of the gate. **Clerk would issue a reminder to "clear up after your dog" via "Together" and/or FF email request.**

Clerk asked about the original existence of a sign banning dogs from the Play Area. There is currently no sign. It was agreed that dogs should preferably not be allowed on the Play Area. **Signage would be an agenda item for the next meeting** where scope for combined signage, with safety in mind, could be considered for the Play Area by council.

FPC15/0917 **Community Infrastructure Levy (CIL)**

Clerk had circulated a cut down version of the CIL document as requested. The CIL payments are valid to spend for 5 years, otherwise possible claim back by MSDC would follow.

FPC16/0917 **Community Assets - Updates**



- It was suggested that the Play Area should be considered for ACV registration. This would be discussed at the next meeting to include JY.
- FPC17/0917 **Five Year Plan (Neighbourhood Plan)**
 After discussion, it was clear that council needed to be reminded of what had been done already in the previous Parish Plan. The progression by a working party had been considered. Clerk would provide council with old plan and any relevant information in regard as to how this was put together. A template from a previous clerk would be located and referenced if appropriate. Clarification of Neighbourhood Plan and Parish Plan differences may be needed. **Clerk to action.**
- FPC18/0917 **Council Policy Reviews: None**
 GB proposed that item 19 (Correspondence) be moved to the end of the meeting. Seconded CM. Agreed
 Chair proposed, seconded GB, that the above moved item 19 Correspondence, should exclude the press and public on the basis of the confidential nature of the business to be transacted. This was agreed.
- FPC20/0917 **EU Directive "The General Data Protection Regulation" (GDPR) due 25th May 2018 –**
 Clerk reported that due to workload, no clear information could be provided as yet as to what was required of council to comply with GPDR by May 2018. Clerk asked council to consider GDPR training for the Clerk, if it was deemed necessary, which was available at SALC in October and approve expenditure of £22.00p to cover this. This was agreed.
- FPC21/0917 **Councillor Training**
 Training opportunities had been circulated prior to the meeting. No councillors present could commit, but CM asked for council to be regularly reminded about training opportunities. **Clerk would make "Councillor Training" an agenda item for future AGMs and would circulate the SALC training calendar for 2018 prior to next AGM.**
- FPC22/0917 **St. Mary's Churchyard – Survey and plan proposal for PCC**
 A member of the public was allowed to speak to give an overview of a proposal, to be put to the PCC, for a survey and plan of the churchyard graves. The agenda item is to alert the PC to this proposal and will be dependent on the PCC's decision as to whether to take this further with any resultant funding requirement.



FPC23/0917 **Finance**

- a) **Unity Trust Bank Update:** Balance on 1st September was £17,696.16p
- b) **Clerk's Finance report:** All transactions had been reconciled to end of August. A VAT reclaim of £1067.15 for 2016/17 had been applied for and received. A formal spreadsheet summary report was in circulation from the Clerk to council prior to the meeting. No issues raised.
- c) **Approve and accept Annual Return and BDO certificate.**
These documents were accepted and approved by council.
- d) **Petty Cash report:**
No payments made since last meeting.

Authorise the following payments: (Inc VAT if Applicable)

| | |
|---|---------|
| a) Administration July | £192.98 |
| b) Administration August | £154.34 |
| c) Late grounds maintenance payment 10/15-12/15 | £60.00 |
| d) Late grounds maintenance payment 01/16-03/16 | £60.00 |
| e) BDO External Audit Annual Return | £120.00 |
| f) Village Hall tap repairs | £70.00 |
| g) Village Hall key safe | £22.99 |
| h) Village Hall external front door lock and keys | £18.90 |
| i) Village Hall electricity bill September | £47.61 |

FPC24/0917 **Matters to be brought to the attention of the Parish Council – None**

All members of the public then left the meeting as requested.

FPV19/0917 **Correspondence –**

Three items of email correspondence were discussed.

Council agreed not to reply to any of these items of correspondence. Council agreed to forward one particular item of the three on to MSDC for their information and comment.

Meeting closed at 9:55pm

