

FRAMSDEN PARISH COUNCIL

Minutes of the Parish Council meeting held on Friday 15th May 2020, remotely via Zoom, at 7.30pm

Clerk to the Parish Council: Mr Steven Barron
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Present: Chair: Nicola Whitmore (NW), Glenn Buckingham (GB) (Arrived 19:40), Adam Eaton (AE), Nigel Hutchinson (NH), Claire Macaulay (CM), Debra Pearce (DP) and James Young (JY)
In attendance: SCCllr Matthew Hicks (MH) and nine members of the public.
Apologies: None

References: FF – Framsdden Fund Raisers, PC – Parish Council, VH – Village Hall, PCC - Parochial Church Council, FPG – Framsdden Pub Group, MSDC - Mid Suffolk District Council, SNT - Safer Neighbourhood Team, CAS – Community Action Suffolk, SCC – Suffolk County Council, DPI – Declarable Pecuniary Interest, LNPI – Local Non-Pecuniary Interest, C19 – COVID-19

FPC01/0520 Opening

Chair welcomed all to the remote meeting.

FPC02/0520 Public Participation

A member of the public asked if NW would declare an interest on item 19. It was also stated that under item 11b, that they also had a potential financial grant to offer as per email sent to FPC. Chair would allow the member of the public to comment when agenda item 11b was reached. Finally, in accordance with FPC Five Year Plan, Long Term Objective: "To implement an Emergency Plan" was mentioned and it was asked whether FPC should consider this at a future meeting.

FPC03/0520 District Councillor's Report

DCllr SM not present. It was noted that the MSDC garden waste services were due to resume imminently after C19 emergency measures eased. Also, an increase in cyber cons related to C19 was highlighted, with over 2,000 online scams identified nationally in the last month alone. Full report was on FPC website.

FPC04/0520 County Councillor's Report

SCCllr MH: MH gave a verbal report which included Firefighters support paramedics to help deliver life-saving care, SCC registered support has had a low take-up, mainly because local support in the communities has been so good. The fight against COVID19 scams in particular on vulnerable people has been an issue. Full report was on FPC website.

It was reported that the 40mph speed limit on A1120 was now going through the next steps after the report by SCC Highways had been received. It was noted that it was a major step that the request had succeeded this far. MH would continue to lobby during Public Consultation which would follow.

NH asked about fast broadband provisioning shortfalls in Framsdén. Indications were that Fibre to the Premises was possible by end Q2 2020 hopefully. MH reported that Openreach were still on target to reach 98%. MH asked that individual property details be sent to him if known.

FPC05/0520 Approve Minutes of meeting held on 13th March 2020 as a true record of the meeting

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

FPC06/0520 Receive Declarations of Interest and consider any received Applications for Dispensation –

NW declared a LNPI for item 19 as she is a volunteer secretary for the PCC.

For item 8a and 8d and Asbach House generally, Clerk disclosed the following received applications (March 2020) for dispensation:

GB had declared a DPI and a LNPI, CM had declared a DPI and a LNPI, NW had declared a DPI, DP had declared a DPI and AE had declared a LNPI.

In all applications, the LNPI was "a member of FPG" and DPI was either self and or spouse/partner had "pledged financial support to FPG".

Reasoning given in each case was:

- a) *Without dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.*
- b) *The dispensation is in the interests of persons living in the authority's area.*

In a sequence of five separate votes, it was proposed, seconded and agreed that dispensation be granted to GB, CM, NW, DP and AE. Clerk would process these applications accordingly and inform the Monitoring Officer at MSDC.

FPC07/0520 Clerk's Update regarding matters arising from the last minutes.

- The memorial plaque was purchased and fitted in the VH garden
- Tree Warden details published on the FPC website
- Clerk resignation and FPC way forward update – Clerk's notice period had been extended by agreement until 30th June 2020
- A shrub has been purchased as agreed for the VH garden
- MSDC Locality Grant for VH outside light and PAT work had been received in March

FPC08/0520 Planning Applications –

- a) **For discussion and decision** – Council to reaffirm FPC responses to DC/20/01204 (7 Paynesfield) and DC/20/01048 (Asbach House/Dobermann). **It was proposed, seconded and agreed that FPC confirm their responses to DC/20/01204 and DC/20/01048 applications made during C19 emergency measures restrictions.**
- b) **Awaiting decision from MSDC** – DC/20/01048 - Asbach House (Formerly Known as The Dobermann Inn) The Street Framsdén
- c) **Decisions made by MSDC** – DC/20/00567 - Flindor Cottage, The Street, Framsdén (LBC) Granted, DC/20/01204 - 7 Paynesfield The Street Framsdén, Granted.

- d) Other Planning Matters - Condition of Grade II Listed Building, The Dobermann Inn, The Street, Framsdon - **No update**

FPC09/0520 **Land at Tollgate Corner - No update**

FPC10/0520 **Village Hall Lease Agreement -**

a) To agree the draft lease -

A copy of the draft lease had been circulated prior to the meeting. **It was proposed, seconded and agreed that the draft lease be approved and that a list of possible improvements in schedule 2 would include disabled access, toilets, kitchen, lighting and heating.**

FPC11/0520 **Village Hall Matters -**

- a) Consideration of projector mounting request -** A possible alternative projector was available soon and suitability for the VH would need a site visit. **Item deferred to next meeting.**
- b) Consideration of tree seats provisioning -** Since the last meeting, correspondence from a member of the public had been received offering personal funding for this of either 50% match (£350) or complete (£700). Council debated with three possible options suggested by the Chair:
1. Agree to match 50% funding.
 2. After considering budget and C19 impacts on reduced income this year, then no FPC contribution.
 3. Delay until next meeting and to investigate a possible locally sourced product.
- Council agreed to option 3 and this would be deferred until July meeting.**
- c) VH lighting levels, particularly in relation to table tennis use -** Chair suggested any concerns raised by table tennis users about lighting levels should be investigated by Table Tennis Club. Council agreed that new lighting could be addressed via the imminent new lease with possible grant funding for low energy lighting. **It was agreed to defer to July meeting.**

FPC12/0520 **Play Area -**

- a) Working Party update - CM reported that there was no update.

FPC13/0520 **Annual Meeting of the Parish - To consider cancellation.**

As council were not allowed to have a remote AMotP it was agreed that due to C19 restrictions this year's AMotP should be cancelled.

FPC14/0520 **To consider a strategy to address broadband issues within the Parish -** NH highlighted the lack of fast broadband provisioning to properties with 01728 telephone number prefix within the Parish. It was reported that there had been some signs of progress (e.g. new pole provisioning). It was suggested that residents should be approached to assess the overall issue based on individual properties. **After discussion, Council agreed that GB and NH would form a list of addresses etc. to form as a basis of a letter to SCC.**

FPC15/0520 Annual Policy Reviews -

- a) Standing Orders – **Council agreed no changes required.**
- b) Financial Regulations - **Council agreed no changes required.**

FPC16/0520 FPC meeting dates 2020-21 -

After considering councillor's availability and preferences for week day meeting dates, **Council agreed to move the regular week day from Fridays to Thursdays with the next FPC meeting date of Thursday 9th July.**

FPC17/0520 Footpaths and Highways -

- a) A1120 Road Safety Update – MH had addressed an update under agenda item 4 of this meeting.

Other issues: Public Rights of Way (PROW). It was reported that some paths required clearing or made apparent which GB offered would be addressed in the next few weeks. GB also reported that during the C19 restrictions, some members of the public had been straying off the PROW which was not acceptable. NW reported that a member of the public had suggested the PC could fund the placing of way markers. It was pointed out that that this was the role of SCC, however, there was nothing to prevent locals working on any additional DIY scheme agreed with the land owner.

FPC18/0520 Consideration of the Provisioning of a Speed Indicator Device

- a) To consider B1077 30mph zone suitability for SID post siting - **On hold since C19, no update.**

FPC19/0520 Request from Framsdan PCC for churchyard maintenance costs support – A request had been received from the PCC for some financial assistance for the maintenance of St Mary's Framsdan churchyard with an itemised list of costs supplied. Council debated and one concern was over legal issues around FPC's power to spend on this. Clerk clarified this point and informed council that the legal case has never been tested and many councils continue to support open churchyards. **It was proposed that council consider a grant of £159.00p to the PCC, which after a show of hands, was lost.**

FPC20/0520 Correspondence -

- a) Council to reaffirm support for The Local Electricity Bill – Since the last FPC meeting in March, under emergency measures, councillors had agreed to support this after correspondence was received and an shared agreed response had been sent. **It was agreed that Council ratify their support for The Local Electricity Bill.**

FPC21/0520 Finance

- a) Unity Bank balance 15th May 2020 it was **£27,320.22**
- b) Clerk's Finance Report – Clerk reported that only a few transactions had taken place since 1st April, mainly the receipt of half-precept £4786.50p. The Internal Audit report had been received with only one minor

recommendation for Council to increase the FPC insurance fidelity cover above £25k, as the EOY balance plus half precept exceeded this amount. **Council agreed for the Clerk to seek an increase in fidelity insurance up to £40k or £50k, depending on cost.**

- c) **Declaration Certificate of Exemption Annual Return 2019-20** – Clerk informed Council that after the successful Internal Audit report and the sums of income or expenditure being below £25k, Council could declare itself exempt from an Assurance Review and publish all accounts and supporting documents in accordance with the Transparency Code. **Council agreed to declare FPC exempt from an Assurance Review for 2019-20.**
- d) **Annual Return 2019-20 Annual Governance Statement – Council approved the 2019-20 Annual Governance Statement.**
- e) **Annual Return 2019-20 Annual Accounting Statements - Council approved the 2019-20 Annual Accounting Statements.**
- f) **Petty Cash Payments Report –**

Total Petty Cash spend since May meeting	£0.00
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Authorise the following payments: (Inc VAT if Applicable)

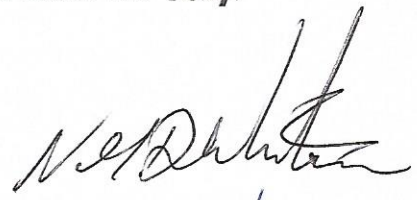
a) Administration March	£298.22
b) Administration April	£298.42
c) HMRC PAYE Q4	£67.00
d) 6 months payroll	£54.00
e) Annual SALC subscription	£185.65
f) Zoom Pro Package 12-month license	£143.88
g) Internal Audit 2019-20	£80.00

Council agreed to approve all the above payments.

FPC22/0520 Matters to be brought to the attention of the Parish Council –

Chair requested that **FPC Emergency Plan be an agenda item for July which was agreed.** GB asked why Framsdon Play Area was still closed and it was reported that this was because of current Government Guidance (C19) on the continuing closure of play areas and outside gyms. Chair NW informed the meeting that she intended to step down as Chair and **requested that "Election of Chairman" be an agenda item for July.**

Meeting closed at 8:57pm


9/7/20