

# Felsham Parish Council

## **Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 14<sup>th</sup> May 2024 in the Village Hall**

**Present:** Cllr Simon Garrod (Chairman), Cllr Ken Sparkes, Cllr Mark Tavernor,

**In attendance:** Clerk & RFO Miss Isabelle Reece

**Apologies:** SCC Cllr Penny Otton, MSDC Cllr Nicky Willshire, Cllr Paul Kearney, Cllr Jason Stringer, Cllr Beverley Williams

### **2024/001 Nominations, Election & Acceptance of Office of Chair**

Proposed by Cllr Tavernor & seconded by Cllr Sparkes, Cllr Garrod was re-elected Chairman

### **2024/002 Nominations and election of Vice Chair**

Proposed by Cllr Garrod & seconded by Cllr Tavernor, Cllr Sparkes was re-elected as Vice-Chairman

**2024/003 To receive apologies for absence** – apologies were received from SCC Cllr Otton, MSDC Cllr Willshire & Cllrs Kearney, Stringer & Williams

**2024/004 Declarations of Interest and requests for dispensation** – Cllr Sparkes Felsham Charity

**2024/005 Minutes of Parish Council Meeting** – The minutes from the Meeting of the Parish Council on 9<sup>th</sup> April 2024 were **APPROVED** as a true record and signed by Cllr Garrod.

### **2024/006 To receive reports from SCC & MSDC Cllrs**

**a. County Councillor Otton** – Cllr Otton's Annual Report to the Parish Council had been received & noted at the Annual Parish Meeting; and is available on this website.

**b. District Councillor Willshire** – Cllr Willshire's Annual Report had been received & noted at the Annual Parish Meeting and is available on this website

**2024/007 Public Forum** – There were no Members of the Public in attendance

**2024/008 To receive Clerk & RFO Report** – The Clerk had contacted Gedding Parish Meeting; the Assets of Community Value renewal was progressing; no Financial update was available while a possible overpayment to SCC was being investigated

### **2024/009 Financial Matters, Audit & Governance**

a. The Annual Accounts 2023-24 were **APPROVED** and Signed

b. The Certificate of Exemption 2023/24 (for External Audit) was **APPROVED** & Signed

c. The Annual Governance Statement 2023/24 (AGAR Section1) was **APPROVED** & Signed

d. The Accounting Statements 2023/24(AGAR Section2) were **APPROVED** & Signed

e. The dates for the period for the Exercise of Public Rights were **APPROVED** and is available on this website

f. Payments totalling £996.51 were **APPROVED** – Clerk's Pay £252.60, SALC Subs. £248.24, Zurich £495.67

g. Insurance provision was ratified as per Year Two of the Three-year deal

### **2024/010 To appoint officers & representatives to outside bodies**

a. Conservation Officer – Proposed by Cllr Sparkes & seconded by Cllr Tavernor: **Cllr Kearney** (PROVISIONAL)

b. Footpath Officer – Proposed by Cllr Sparkes & seconded by Cllr Tavernor: **Cllr Kearney** (PROVISIONAL)

c. Tree Officer – Proposed by Cllr Garrod & seconded by Cllr Sparkes: **Cllr Tavernor**

d. Local Housing Needs – Proposed by Cllr Tavernor & seconded by Cllr Garrod: **Cllr Sparkes**

e. Village Hall Committee – Proposed by Cllr Garrod & seconded by Cllr Sparkes: **Cllr Williams** (PROVISIONAL)

f. Playing field Committee – Proposed by Cllr Tavernor & seconded by Cllr Sparkes: **Cllr Kearney** (PROVISIONAL)

g. Felsham Charity Trustees – Proposed by Cllr Garrod & seconded by Cllr Tavernor: **Cllr Sparkes**

It was also noted that there is a vacancy on the Felsham Charity Board of Trustees. Following discussions a

parishioner was suggested as a suitable nominee – **ACTION** Cllr Garrod to contact the parishioner.

**2024/011 Planning & Conservation Area**

- a. Application DC/24/02114 - 17 Meadow Close, Felsham IP30 0QS – **NO COMMENT**
- b. DC/24/01080 Discharge Conditions - The Cottage, Upper Green, Felsham IP30 0PL - **NOTED**
- c. Report from Conservation Officer- **NONE**
- d. Local Housing Needs Survey – date for Extraordinary Meeting yet to be arranged
- e. To consider any other urgent Planning matters - **NONE**

**2024/012 Village Maintenance – Trees & Greens**

- a. To receive a report from the Tree Officer – **Nothing to report**
- b. To consider any matters reported – **Nothing reported**
- c. Village Sign update – awaiting updated quotes

**2024/013 Highways & Footpaths**

- a. To receive a report from the Footpath Officer – **Nothing to report**
- b. To consider any matters reported, including enquiry about Quiet Lanes – it was noted that there was no funding currently available for Quiet Lanes; other parishes had reported disappointment in their effectiveness; many of the narrow roads necessitate slow speeds without designation and consensus in earlier Council discussions had been against proceeding: but additional warning signs might be an option **ACTION** – Clerk to investigate latter with SCC
- c. Flooding & drainage – There had been no response from the relevant department at SCC to the enquiry about local drainage maps **ACTION** – Clerk to Chase
- d. Solar Lighting project – **No update available**
- e. Community Speed Watch – The Clerk had invited a representative of Gedding Parish to the June Parish Council Meeting. Cllr Tavernor suggested inviting the people who operate the VASs as well **ACTION** – Clerk

**2024/014 Correspondence** – The Parishioner who had originally contacted th Clerk to enquire about a local map had been pleased to find the ones Cllr Tavernor had retrieved from storage and put in the Village Hall

**2024/015 Matters to be brought to the attention of the council/future agenda items** – Cllr Garrod reported finding a random website entry still showing a previous Clerk's contact details. The Clerk had updated the official entry: however even District & County Councils are slow to apply updates supplied

**2024/016 To confirm the Meeting Schedule for 2024/2025** – Second Tuesdays of the Month

**The Meeting was closed by Cllr Garrod at 20.30hrs**

**Signed**\_\_\_\_\_ **Chairman**    **Dated**\_\_\_\_\_