

Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL **held on 8th July 2025 in the Village Hall**

Present: Cllr Simon Garrod (Chairman); Cllr Ken Sparkes; Cllr Paul Kearney; Cllr Mark Tavernor; Cllr Jason Stringer; Cllr Beverley Williams; Cllr Karen Hubbard;

In attendance: SCC Cllr Penny Otton; MSDC Nicky Willshire; Clerk & RFO Miss Isabelle Reece

Apologies: None

2025/015 Chairman's Welcome; to receive apologies for absence – Chairman Cllr Garrod welcomed everyone to the meeting.

2025/016 Declarations of interest & requests for dispensation – Cllr Sparkes for the Felsham Charity

2025/017 Minutes of the Previous Parish Council – the Minutes of the meeting of 13th May were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2025/018 To receive reports from SCC & MSDC Cllrs

a. SCC Cllr Penny Otton

Cllr Otton's report, previously circulated, was noted and is available on this website, under Agendas and Reports. Cllr Otton highlighted the work completed at The Orchard, her Group's motion to simplify SCC's approach to 20mph Speed Limit zones and the new bus services provided from government grant.

b. MSDC Cllr Nicky Willshire

Cllr Willshire had sent her report prior to the meeting and is available on this website, under Agendas and Reports. She highlighted the recent District Council Meeting where changes to CIL funding rules were discussed, as well as the call for SCC to adopt 'a more co-operative approach' to 20mph Limit requests from parish councils.

2025/019 Public Forum – There were no members of the public in attendance

2025/020 To receive Clerk's Report – The Village Sign had been added to the Insurance and the beacon confirmed as included in 3rd Party Liability cover; verification of Felsham and Gedding Village News bank details was still awaited; none of the e-versions of the Village News had been provided. **ACTION** – Cllr Hubbard to pursue; The CAB Impact Report had been received, thus triggering a donation payment; verification was sought as to the Felsham Charity's next meeting, in which Cllr Sparkes would formally request a donation towards grass cutting: Cllr Sparkes had not yet been informed of a date; notice had been received of the Council's need to re-register with the Pensions Regulator; the costs associated with the new compliant website and email addresses were confirmed. It was **AGREED** that individual councillors would continue to use personal email addresses for parish council business.

2025/021 Finance & Governance

a. To receive a financial update (RFO's Report) – The Clerk had circulated a Financial Report; the bank reconciliation was signed by Cllr Tavernor.

b. Payment orders totalling £957.65 were APPROVED – Ratification Clerk's Salary (May) - £265.20 & Hartley's Garden Services £348.00 Grass Cutting outside inqurate June Meeting; Clerk's Salary (June) £265.20; CAB Donation £75.00; the bank charges are d/d

c. There were no other Finance & Governance matters

2025/022 Planning

a. To consider DC/25/01270 - Stone Farm Barn, Cockfield Road, Felsham, IP30 0HP -Erection single storey linked extension between existing house and garage & single storey rear extension to form orangery – **NO COMMENT**; **DC/25/02517** - Garage/Annexe, The Old Rectory, Church Road, Felsham; – **NO COMMENT**

b. To note DC/25/00783 Valley Farm Barn, Brettenham Road, Felsham IP30 0PS – **GRANTED**

c. The Conservation Officer Report – Nothing to report but sought & received confirmation that MSDC Planning Department had decided **NOT TO PURSUE** Enforcement of the Listed Wall Report submitted by the Parish Council (Case EN/25/00169 - CLOSED)

d. Neighbourhood Development & Local Housing Needs – The Clerk outlined the recent removal of Central Government funding for Neighbourhood Development Plans; discussion as to capacity and the need for further information ensued. **ACTION** – Clerk to circulate links giving further information prior to arranging for a visit by the Neighbourhood Planning Officer; a specific parishioner was suggested to chair any potential NDP working group

e. There were no further Planning matters

2025/023 Village Maintenance – Trees & Greens

a. To receive a report from the Tree Officer – Nothing to report

b. To consider matters reported & updates – the quality of the grass cutting by the new contractors was discussed: generally this was considered satisfactory, though, in line with other burial grounds, a greater neatness was **AGREED** for the churchyard, thereby ensuring more respectful sensitivity towards those with 'current' family graves **ACTION** – Cllr Tavernor to contact Contractor

c. Projects update – it was **AGREED** that the Village Sign needed to be in place in time for the August Village Fete. **ACTION** – Cllrs Garrod and Stringer to draw up specifications for the plinth and liaise with Mr Simpson who had generously agreed to complete and submit the necessary Planning Application. Work was needed to devise a Job Description and further details required for recruitment of a Parish Lengthsman **ACTION** – Cllr Tavernor to pursue

2025/024 Highways & Footpaths

a. To receive a report from the Footpath Officer – Cllr Kearney's recent walk-round had shown considerable vegetation overgrowth, which he would deal with asap

b. To consider any matters reported – several holes and vegetation overgrowth were reported, on Footpath 7 & 8. **ACTION** – Cllr Hubbard agreed to add to SCC online Reporting Tool; Cllr Williams reiterated concerns regarding a dead tree on Footpath 8.

c. Projects Update – ACTION – Cllrs Garrod & Kearney to complete installation of new Kissing Gate by end July;

2025/025 Correspondence

a. Parish Council Suggestions Box QR Code – a template had been produced and needs to be tested with the QR Code

b. To note correspondence & consider action – via Suggestions Box: road drains around the village need attention. Experience has shown that comprehensive and accurate drainage plans are not available for all locales. **ACTION** – SCC Cllr Otton to be contacted to obtain any plans or if none available, for them to provide a blank for the PC to complete. Work on the drains already being carried out on a voluntary basis by parish councillors will continue when possible. A mains water leak emanating from Yewlands was reported, but is a private matter because it concerns a private road. Cllr Hubbard had received correspondence via facebook regarding speeding traffic through the village and had recruited several people for the Community Speed Watch Team. A footpath between Felsham and Gedding was also requested. Cllr Hubbard will join Cllr Stringer to lead Road Safety Group. **ACTION** – CSW meeting to be called and Suffolk Constabulary contacted; Footpath between Felsham & Gedding to be added to the possible long term projects list.

2025/026 Matters to be brought to the attention of the council/future agenda items

Clerk Appraisal – Cllr Hubbard to join Cllr Garrod for Appraisal Committee; the Haverhill Wranglers information was to be shared with the Village Hall Committee; the Village Hall Committee has made arrangements for VJ Day 80th Anniversary, to include lighting of beacon

2025/027 Date of next Meeting - 9th September (Cllr Hubbard had arranged for dates to be included in the Felsham & Gedding Village News)

The Meeting was closed by Cllr Garrod at 21.05hrs

Signed _____ Chairman Dated _____