

Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL **held on 14th October 2025 in the Village Hall**

- Present:** Cllr Simon Garrod (Chairman), Cllr Paul Kearney, Cllr Mark Tavernor, Cllr Jason Stringer, Cllr Beverley Williams, Cllr Karen Hubbard
- In attendance:** Two members of the Public, SCC Cllr Penny Otton, Clerk & RFO Miss Isabelle Reece
- Apologies:** MSDC Nicky Willshere, Cllr Ken Sparkes
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2025/041 Chairman's Welcome & to receive apologies for absence – Chairman Cllr Garrod welcomed everyone to the meeting and received apologies from Cllr Nicky Willshere and Cllr Ken Sparkes

2025/042 Declarations of interest & requests for dispensation – None

2025/043 Minutes of the Previous Parish Council – the Minutes of the meeting of 9th September were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2025/044 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 continuing process of Mayoral Devolution and of Local Government Reorganization; the Felsham Road Campsite. She is trying to involve local MP, Peter Prinsely, to help gain further funding for necessary safety improvements to Thurston Rail Crossing, which has already received CIL funds

b. MSDC Cllr Nicky Willshere

Cllr Willshere had sent her report prior to the meeting and is available on this website, under Agendas and Reports.

2025/045 Public Forum – a. Mr Andrew Conquest introduced a new Member on the Community Stores Committee. He outlined the funding status of the New Village Hall & Shop Project, and the measures being taken to address challenges the project faces, including requesting permission for the installation of temporary signage in key locations in the Parish so as to raise the profile of the Village Stores and thereby restore previous revenue levels. Further details of signage were provided. The two members of the public left the meeting. **b. Item 049c** was then moved. Cllr Garrod proposed, Cllr Kearney seconded and by a unanimous vote the Council **RESOLVED** to grant temporary signage permission for the Stores. **ACTION** – Clerk to investigate old files to verify existing Policy.

2025/046 To receive Clerk's Report – Nothing to report not covered elsewhere on the Agenda

2025/047 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 £ were APPROVED - Hartley's Garden Services (Aug & Sept) £663.00, Clerk's Salary September £265.20, Village Hall Hire 2024-25 £155.00. Village Hall Christmas Tree £100.00

c. Other Finance & Governance matters – Cllr Tavernor confirmed that Hartley's Garden Services had changed their name to Blackthorn. He also drew attention to a mistake on an invoice that might not have been rectified, but which can be addressed at review of the last invoice of the year. Cllr Hubbard had obtained the bank details for the Felsham & Gedding Village News and gave them to the Clerk, who would effect the \$137 donation payment previously Agreed by Council. The Clerk requested permission to make the monthly salary payment at the end of the relevant month for ratification at the following month's meeting. This was **AGREED**. The Clerk's Appraisal was set for the October Meeting, to be held *in camera* after the main business of the Agenda has been discussed. There was no update on Tech Compliance.

2025/048 Planning

a. To consider a. To consider DC/25/04173 - Live And Let Live, Upper Green, Felsham, IP30 0PL Retention of construction of dormer window to bathroom on east elevation – **NO COMMENT; no other applications had been received since issue of this agenda**

b. The following decision was NOTED – DC/25/02988 & DC/25/01270 Stone Farm Barn, Cockfield Road, Felsham, IP30 0HP **Single storey linked extension - GRANTED; no other notices had been received since issue of this agenda**

c. The Conservation Officer Report – Nothing to report

d. Neighbourhood Development & Local Housing Needs – nothing further reported; it was noted that a Working Group had yet to be formed. Cllr Williams reported that MSDC had begun repairs on the two houses earmarked for Temporary Housing. District Council funding would be available for Neighbourhood Development Plans where it was likely to result in new housing provision.

e. Further Planning matters – No further matters

2025/049 Village Maintenance – Trees & Greens

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

b. To consider matters reported & updates – A fallen branch in the Churchyard had been dealt with by the Tree Officer. In response to a query from the September meeting, Cllr Tavernor confirmed that transfer of grass arisings was effected by the contractor, and is included in the contract

c. To consider roadside signs policy – see **Item 045b** above

d. To consider purchase & servicing of additional Dog Bin – Cllr Williams proposed and Cllr Hubbard, and a unanimous vote the Council **RESOLVED** to purchase and service an additional dog bin, to be located as appropriate. **ACTION** – Cllr to send photo to Clerk of existing bins to ensure consistency; Cllr Tavernor requested prior verification of fixing kit design; delivery will be to Cllr Tavernor

e. Projects update – it had not been possible to install the plinth for the Village Sign within the desired time frame: given the reduced daylight and weather conditions not conducive to construction work, the plinth will now be installed in the Spring. Cllr Garrod yet to submit the Planning Permission invoice to be reimbursed

2025/050 Highways & Footpaths

a. To receive a report from the Footpath Officer – footpaths are all in fairly good order

b. To consider any matters reported – Cllr Garrod enquired as to whether the PC had any finger post roundels **ACTION** – Cllr Tavernor to investigate. Cllr Garrod queried a possibly missing footpath sign at a particular location.

c. Projects Update – Cllr Kearney reported that the Kissing Gate had been installed 21st September; thanks to Mr Tom Watts for his assistance with his digger was **NOTED**; there was no update on parking in The Orchard; Cllr Tavernor had circulated a job specification for a Village Lengthsman and subject to minor modifications, Cllr Tavernor would produce the final draft. The post would eventually be advertised in various Parish locations; no update on Community Speed Watch

2025/051 Correspondence

a. Parish Council Suggestions Box & QR Code – nothing in the Suggestions Box; no update on QR Code

b. To note correspondence & consider action – nothing requiring action

2025/052 Matters to be brought to the attention of the council/future agenda items – the Felsham & Gedding Village News had not been including Parish Council Meeting dates; Cllr Garrod reminded that the Speed Signs need to be dealt with as previously discussed

2025/053 Date of next Meeting - 11th November

The Meeting was closed by Cllr Garrod at 20.43hrs

Signed _____ Chairman Dated _____