

Felsham Parish Council

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

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

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

Apologies: Cllr Jason Stringer

2024/137 Chairman's Welcome; to receive apologies for absence – Chairman Cllr Garrod welcomed everyone to the meeting and received apologies from Cllr Stringer

2024/138 Declarations of interest & requests for dispensation – Cllr Sparkes for the Felsham Charity

2024/139 Minutes of the Previous Parish Council – the Minutes of the meeting of 11th March were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2024/140 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. Cllr Otton highlighted the Libraries issue, including her exasperation at the failure to achieve a Call-In, on a technicality. She also mentioned Devolution & Local Government Reform and SCC's decision to recommend and request a Single Unitary Authority for Suffolk as well as Highways matters, including a Teams Meeting on road closures and traffic management she would be attending the following day. Cllr Otton also sought confirmation the Clerk was aware of the required changes to PC email addresses.

b. MSDC Cllr Nicky Willshire

Cllr Willshire had sent her report prior to the meeting and is available on this website. She highlighted the Devolution & Local Government Reforms under way, that would come before Full Council at an Extraordinary Meeting two days hence. Central Government feedback on preliminary submissions was due by 12th May. Cllr Willshire had included several contact links on the Planning Consultation regarding Letters to Neighbours of Minor Planning Applications and alerted Council to help available for those on low incomes as well as guidance on insulation for Listed Buildings. The Council thanked Cllr Willshire for allocating a portion of her Locality Budget towards the new Beacon.

Cllr Otton inquired about the Annual Parish Meeting and the Clerk also confirmed that she had been in contact with CAS & MSDC Officers regarding their attendance at the APM

2024/141 Public Forum – There were no members of the public in attendance

2024/142 To receive Clerk's Report – The Clerk reiterated the requirement of a change of email address and reported that the External Auditor (PKF Littlejohn) had emailed to inform the Council that it had been selected as one of the 5% sample of smaller authorities to be 'reviewed', but she had to investigate the implications.

2024/143 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 Kearney. Bank contact arrangements were discussed as well as the Clerk's possible future plans.

b. Payment orders totalling were APPROVED – Clerk's Salary (March) £252.60; CAS Website Hosting - £60.00; SCC Street Lighting – £217.94; SALC Subscriptions £252.47.

c. To receive Final Accounts 2024-25

d. Any other Finance & Governance matters – Cllr Tavernor brought up the subject of Felsham Charity contributions: following discussions, Cllr Sparkes agreed to request a donation at the next Trustees' Meeting; and it was noted that a formal request should be submitted in January for the next financial year. The Clerk sought and received clarification as to whether the grass cutting of Greens and Playing Field needed to be separate.

The Final Budget for 2025-26 was **RATIFIED**; informal enquiries into historical bin sponsorship to be made

2024/144 Planning

a. To consider DC/25/01503 - 23 Meadow Close, Felsham, IP30 0QS – Tree Works – **NO COMMENTS**;

DC/25/00930 – Live And Let Live, Upper Green, Felsham, IP30 0PL Construction of detached two bay garage –
NO COMMENTS

b. To note Discharge of Conditions DC/23/02347 - Conditions 3 -11 Live And Let Live, Upper Green, Felsham, IP30 0PL; **there were no further Notices received since issue of this agenda**

c. The Consultation on Planning Application Letters

2024/145 Village Maintenance – Trees & Greens

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

b. To consider matters reported & updates – Nothing reported

c. Mowing Regime – There had been two cuts, which were satisfactory; the contractor had intimated that invoices would be sent monthly: none had hitherto been received **ACTION** – Cllr Tavernor to investigate

d. Village Sign – a picture of the work in progress had been circulated, delivery expected by May; Planning Application pending all necessary information **ACTION** – Cllr Sparkes to co-ordinate with Mr Simpson

e. Beacon project – the beacon had been delivered **ACTION** - work party to be convened for installation

2024/146 Conservation Area

a. To receive a report from the Conservation Office – nothing to report

b. To consider any matters reported – Planning Department had confirmed an Enforcement Case for Retrospective Planning Permission for Listed Wall

2024/147 Highways & Footpaths

a. Parking at The Orchard – No update available, survey completion expected with warmer weather

b. To receive a report from the Footpath Officer – the state of all the paths was good; Cllr Kearney had replaced some of the dog fouling signs, but fouling continues to be a significant problem on one particular footpath

c. To consider any matters reported – there have been several serious recent incidents of dog attacks, with the Police now involved

d. (Flooding & drainage) – in abeyance

e. (Solar Lighting project) – project in abeyance until capacity available

f. Community Road Safety – No update available

g. Kissing Gate Project – the gate had arrived and a working party for installation would be convened

2024/148 Local Housing Needs – Clerk had arranged for CAS Officer Sue Downs to attend the Annual Parish Meeting

2024/149 Correspondence

a. Parish Council Suggestions Box QR Code – in progress

b. to note correspondence & consider action – awaiting confirmation of Bank Account details of F & G News to make donation; the Clerk had received an email from Gt Finborough Village Hall and FPC documents stored there. **ACTION** – Cllr Williams to address question of Village History Archive at a forthcoming Village Hall Committee Meeting; a further shipping container on the Playing Field might be considered

2024/150 Matters to be brought to the attention of the council/future agenda items – Cllr Williams' had received a query from a parishioner as to responsibilities for hedge overgrowth, which was discussed and clarified.

2024/151 To confirm date of the next Meeting – Tuesday 8th April 2025, including Annual Parish Meeting **ACTION** – Clerk to draft & send Notice to Cllr Hubbard to be put in F & G Community News asap

The Meeting was closed by Cllr Garrod at 20.46hrs

Signed _____ Chairman Dated _____