

Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL **held on 17th October 2023 in the Village Hall**

Present: Cllr Simon Garrod (Chairman), Cllr Ken Sparkes, Cllr Paul Kearney, Cllr Mark Tavenor, Cllr Jason Stringer

In attendance: SCC Cllr Penny Otton
Miss Isabelle Reece (Clerk & RFO)

Apologies: MSDC Cllr Nicky Willshire,

2023/069 Welcome & to receive apologies for absence - Cllr Garrod welcomed everyone to the meeting and received apologies from Cllr Willshire

2023/070 Declarations of Interest and requests for dispensation – Cllr Sparkes for the Felsham Charity & Cllr Garrod with respect to item 2023/075b, reimbursement of outlay for defibrillator batteries

2023/071 Minutes of previous Parish Council Meeting – The Minutes of the Parish Council meeting of 12th September 2023 were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2023/072 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. She highlighted: the continuing problem of frequent emergency road closures by Anglian Water; the online meeting on A14 Works; her allocation of Locality Budget to replace the Village Hall Freezer; and confirmed that repairs to the bridge railings at the foot of Gedding Hill were on the SCC Works List. She also urged Councillors to encourage local participation in the consultation to find ways of improving public transport

b. MSDC Cllr Nicky Willshire – Nothing reported (Full update will be available in November Report)

2023/073 Public Forum

There were no members of the public in attendance

2023/074 Clerk's report – nothing to report not covered elsewhere on the Agenda

2023/075 Finance & Governance

a. To receive a financial update – the Clerk had circulated a Financial Report; Cllr Sparkes verified & signed the Bank Reconciliation

b. The following orders requested for payment were APPROVED– Clerk's Salary £434 (Sept/Oct); Cllr Garrod Reimb. Defib. Batteries £157.17; CAS Website £60.00 (TGS yet to submit any further invoices)

c. Personnel – To consider draft Clerk Appraisal Scheme – This item was deferred until a later meeting. Also, a parishioner had contacted the Parish Council to express interest in Co-option: the Clerk had informed Councillors and sent some preliminary information. Cllr Garrod will contact the parishioner concerned form informal talks

d. To consider any other urgent Finance & Governance Matters – The Clerk requested further information from Cllr Kearney to modify the Bank Mandate

2023/076 Planning

a. To consider any Planning Applications since the issue of this Agenda – None received

b. To note Decision(s) DC/23/03469 Repairs Monks Park Cottage, Cockfield Rd, Felsham; **DC/22/06309** - Anglian Water Services Bury to Colchester Pipeline

c. To note the BMSDC JLP Inspector's Report – Receipt of the Inspector's Report was noted

d. To note any decisions received since the issue of this Agenda – DC/23/04074, Castle Farm Discharge of Conditions (Boundary Wall sample panel); DC/23/04095 Monks Park Cottage Cockfield Rd, Felsham – Listed B Consent Renovations & alterations internal walls, doors & windows **APPROVED** and DC/23/04463, Monks Park Cottage, Cockfield Rd Discharge of Conditions

e. To consider any other planning matters – There were no other Planning Matters

2023/077 Village Maintenance

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

b. To consider matters reported & updates – Cllr Tavernor to prepare draft of the Revised Cutting Specification for the next meeting

2023/078 Conservation Area

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

b. To consider any matters reported – Nothing further reported

2023/079 Highways & Footpaths

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

b. To consider any matters reported – Nothing further reported

c. To discuss possible plan for a Solar Lighting project – Cllr Sparkes to research possibilities available

d. Community Speed Watch – update – The Clerk had submitted the initial 'Enquiry' to the Suffolk Constabulary Speed Watch Administrator & had circulated further information to Councillors. Cllr Springer reported that he had so far found three of the six volunteers necessary for a valid CSW Team. **ACTIONS**– Cllrs to continue search for volunteers & Clerk to post notices in F & G Village News and on the PC website

2023/080 Correspondence – No other actions necessary

2023/081 Local Housing Needs – update – Cllrs Garrod & Sparkes were awaiting the date for a November meeting with the Community Housing Enabler; The Clerk had circulated information links on Community Land Trusts and the Lavenham CLT

2023/082 Village Sign – update – Cllr Kearney confirmed that he would prepare the Planning Application

2023/083 Matters to be brought to the attention of the council/future agenda items – NONE

2023/084 To confirm date of the next Meeting – Tuesday 14th November, pending confirmation from the Village Hall Bookings Secretary

The Meeting was closed by Cllr Garrod at 20.15hrs

Signed_____ **Chairman** **Dated**_____