

# GREAT FINBOROUGH PARISH COUNCIL

## **Minutes of the Parish Council Meeting held on 14<sup>th</sup> March 2022 in Pettiward Hall**

Present: Cllr Simon Tarabella (chair) Cllr Peter Turner Cllr Simon Waspe  
Cllr Sharon Shipp Cllr Sebastian Reeves Cllr James Spencer  
Paula Gladwell – Clerk  
Cllr Penny Otton (part) Cllr John Matthissen (part)  
1 member of public

- 2021/2552 **Apologies for Absence** – Cllr Spencer – late arrival.
- 2021/2553 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** – None
- 2021/2554 **Minutes of Parish Council Meeting** - It was proposed by Cllr Turner, Sec by Cllr Tarabella that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 10<sup>th</sup> January 2022 were signed as a true record.
- 2021/2555 **Public Participation** – No questions
- 2021/2556 **County Councillor Otton's Report** – Deferred.
- 2021/2557 **District Councillor Matthissen's Report** – Deferred.
- 2021/2558 **Clerks Report** – It was noted that the oil leak in the car park had been cleared. It was noted that in order to install white entrance gates at Hitcham end of the High Road an application must be made to SCC for a Street Furniture licence at a cost of £150.00. It was agreed that a site visit would be needed to establish the best position before completion of the forms. It was noted that this project would have an estimated cost of £2750.00 for two entrance gates and installation should it go ahead. Feedback from the monitoring of cars using the Valley Lane car park was noted. 24 The Chestnuts – MSDC report that there have been no cars using the kerb and verge as access to the front garden for parking when they have visited. There has been no reply from William Todd, Sarah Palmer and Nicki Chine from the Environment agency nor from Simon Curl the Flood and Water Manager at SCC to our request for a meeting. Cllr Waspe confirmed that he had a contact involved in Flood prevention that had seemed happy to get involved in our issues. He is awaiting feedback from her. Defib training –A request from Pettiward Hall to set up further defib training was noted. It was suggested that the Parish Council could give financial help if a course was arranged. Bank charges – It was noted that HSBC were now applying bank charges to the accounts. This is usual practice now at all high street banks. Enquiries will be made into other options that might not charge for business accounts but it was noted that this is unlikely. Platinum Jubilee Torch – It was noted that the Parish Council had supported the nomination of Simon Waspe to carry the torch.
- 2021/2559 **Planning** – It was RESOLVED to submit the following comments to application; DC/21/00575 Change of use of commercial use of outbuilding to residential use forming annex living accommodation. The Cottage, High Street *"Great Finborough Parish Council SUPPORT this application. This is an ideal conversion of a currently redundant commercial building into additional family accommodation. It is felt the proposal is sympathetic to the building and involves little change to the character and no harm to the adjacent main house"*
- 2021/2560 The following MSDC decisions were noted DC/21/05733 Phased construction of 2 no detached dwellings and new vehicular access, Land to the North of Combs Lane – REFUSED  
DC/21/06393 Installation of additional all weather football pitch 58m x 90m with 3m perimeter fencing and extra 5m safety fencing to western boundary. Finborough School, The Hall, Finborough Park. GRANTED  
DC/21/06593 Subdivision of existing dwelling to form 2 no dwellings, including two rear dormers, alterations to fenestration and infilling garage door, Maricks, Valley Lane – GRANTED  
DC/21/05707 External lighting of the church steeple, St Andrews Church, Church Road – GRANTED  
DC/21/01022 Discharge of Condition 5 (Biodiversity Enhancement Strategy) Keepers Cottage, Finborough Park – APPROVED  
DC/21/05965 & DC/21/05964 Listed Building consent – Installation of wood burner and erection of flue, Dairy Farm Barn, Valley Lane - GRANTED
- 2021/2561 **Finance** – The Finance report for March 2022 was approved.
- 2021/2562 The following payments were approved. Prop Cllr Tarabella, sec Cllr Reeves with all in favour, Staff salaries for January & February.
- 2021/2563 Chapple Signs £308.30

- 2021/2564 Stow Food Bank £100.00
- 2021/2565 BSEVC £200.00
- 2021/2566 Headway £200.00
- 2021/2567 Gipping Press £195.00 & £194.42
- 2021/2568 It was RESOLVED to appoint Heelis & Lodge to carry out the Internal Audit for 2021/22. The Terms of Engagement and Audit Plan were approved. Proposed by Cllr Tarabella, sec Cllr Turner with all in favour.
- 2021/2569 **County Councillor Otton's report** – Cllr Otton gave her report, a copy of which is attached to these minutes
- 2021/2570 **Village Maintenance** – It was noted that no reply had been received regarding the request for a Tree Survey. Other contractors will now be approached for this service.
- 2021/2571 Tree and Hedge Management Plan – Deferred until the survey results are available.
- 2021/2572 It was noted that a car had damaged the herb garden. An invoice for repair will be provided and the driver has agreed to pay for the damages. Cllr Turner will arrange the repairs.
- 2021/2573 It was proposed by Cllr Tarabella that "person at work" signs be purchased for volunteers working at Woodpecker Hill and other areas in the village as a safety precaution. Prices will be sought for consideration at the next meeting.
- 2021/2574 **District Councillor John Matthissen's Report** – Cllr Matthissen gave his report, a copy of which is attached to these minutes.
- 2021/2575 **Middlefield Drive Play Area** – The opening ceremony was a great success and thanks are extended to Penny for cutting the ribbon for us. It was noted that the Kompan invoices are now due for payment however the funding from the Lottery had not yet been received following the draw down application. The Lottery have confirmed their grant so there are no concerns as yet but they will be chased. Viridor have already completed on their funding.
- 2021/2576 **Footpaths** – Cllr Spencer reported that FP23 had not been remarked following cultivation. Cllr Turner will speak to the landowner. The bridge on FP 22 had still not been replaced. Cllr Tarabella will chase this up again.
- 2021/2577 **Correspondence** – The request from Royal Air Force Air Cadets for Parish Council support for their project to provide a memorial to the crew of an RAF Wellington Bomber that crashed in 1941 in Great Finborough was unanimously supported. The memorial is planned to be sited next to the footpath sign on the path that runs from Valley Lane in Buxhall to Borough Lane and councillors are happy to support any planning application that may be needed.
- 2021/2578 There were no comments to further tabled correspondence.
- 2021/2579 **Housing Needs Survey** – It was noted that there are some errors in the Summary Findings. These will be clarified with CAS and the full report chased.  
It was RESOLVED to set up a Local Needs Housing Working Group whose remit is to respond to the findings of the survey including approaching local Housing Providers, establishing available sites, liaising with MSDC Planning Officers, CAS and other stakeholders and reporting any recommendations to full council. Proposed by Cllr Tarabella with all in favour. Membership of the LNHWG is initially Cllrs Shipp, Tarabella and Waspe and Terms of Reference will be drafted for approval.
- 2021/2580 **Street Lights** – A report from the SL Working Group confirmed that 75% of responders to the survey were in favour of replacing all the existing lights. It was agreed that an up dated quote for the replacement project be sought and all available funding streams will be investigated. It was noted that two columns currently sited in private gardens should be moved if possible to SCC Highway owned land during the process.
- 2021/2581 **Matters to be brought to the attention of the council** – It was noted that volunteers had come forward to arrange an event to celebrate the Platinum Jubilee. It was suggested that a Working Group be set up to take this event forward with an estimated cost involved brought the council as soon as possible. Cllr Tarabella will schedule a first meeting of the PJWG.
- 2021/2582 **Motion to exclude temporarily the Public and Press** - It was resolved to exclude the Public and Press pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning staff contracts of employment and applications for the current councillor vacancy.
- 2021/2583 2021 -2022 National Salary awards have been agreed by the joint council for Local Government it was agreed that these be applied to the clerk salary in line with the Contract of Employment.
- 2021/2584 **Councillor Vacancy** – Two very strong candidates had applied for the current vacancy. After much difficult discussion it was RESOLVED to co opt Lee Morgan to fill the vacancy. Proposed by Cllr Tarabella, seconded by Cllr Spencer with a majority in favour. Lee will complete a Declaration of Office and Register of Interests and be welcomed to the table at the next meeting.

Next meeting will be held in Pettward Hall on Monday 11<sup>th</sup> April 2021 at 7.30pm