

# GREAT FINBOROUGH PARISH COUNCIL

## **Minutes of the Parish Council Meeting held on 14<sup>th</sup> December 2015** **in the Pettiward Hall**

Present: Cllr. Peter Turner                      Cllr. Robin Fisher  
            Cllr Archie Gemmell                  Cllr Martin Burns  
            Cllr Simon Tarabella                Cllr Rob Nurton  
            Paula Gladwell – Clerk  
            6 members of public                District Cllr Matthissen (part)

2015/850      **Apologies for Absence** - County Cllr Otton

2015/851      **Co option of vacancy** – It was resolved to co opt Sebastian Reeves to fill the councillor vacancy. Proposed by Cllr Nurton, sec Cllr Tarabella with all in favour. Cllr Reeves completed his Declaration of Office and was welcomed to the table.

2015/852      **Declarations of Interest** – None

2015/853      **Minutes of Parish Council Meeting** - It was proposed by Cllr Turner that the minutes of the previous Parish Council Meetings were approved with all in favour. The Parish Council Meeting minutes of 9<sup>th</sup> November 2015 and 19<sup>th</sup> November 2015 were signed as a true record.

Adjournment for:

**District Councillor John Matthissen** – Cllr Matthissen gave his report and confirmed that the Executive Committee had approved a new housing allocations policy that includes shared computer systems and nomination rights. They also approved a new Corporate Enforcement Policy however there is no detail yet available. The government regulations, to ensure that private landlords must have smoke and fire alarms fitted in rented properties were adopted. Cllr Matthissen asked that damage to a stile on the footpath between Burford Bridge and Finborough Wood be reported.

There has been a developer consultation project at Onehouse to seek local views on a proposal to build 300 houses at Union Road site. This land was noted in the Stowmarket Action Plan but was not expected to be brought forward during this period of the Local Plan but was thought to be in reserve. Details of the consultation are available on <http://www.unionroadstowmarket.co.uk/>

**County Councillor Penny Otton** – Cllr Otton's report was noted and has been circulated.

**Public Participation** – Concerns were raised that there had been inaccuracies within the parish council minutes for the November meeting. It was highlighted that the village Primary School used the sports hall at Finborough Hall School on three occasions per week and that previous meetings with members of the parish council had taken place in Sept 2014 and May 2015. It was acknowledged by the council that although members had been to view the sports hall at Finborough Hall School they had been informal visits and not as part of an organised community meeting to discuss community use of the sports hall as is required under the S106 agreement attached to the planning permission.

It was suggested that there had been no concerns raised by the parish council at any council meeting during 2015 regarding the S106 agreement not being observed and it was only now that a new planning proposal had been submitted that these issues were being raised. It was noted that Finborough Hall School wished to clarify their obligations under the S106 agreement and it was agreed that in order to move forward with any community use of the sports hall there was a need to establish further communications. Cllr Matthissen will be asked to confirm the "nominated person" and facilitate the community meetings. It was noted that since the sports hall has been open in Sept 2014 several local groups have used the facility including local cricket, netball and soccer clubs, all free of charge.

The parish council were asked to consider "Please could the parish council clarify its policy and ethos around supporting local business and their sustainability and continued growth." with a response requested at the January meeting.

Concerns were expressed regarding the councils decision to nominate the village shop as a Community Asset. It was noted that written correspondence had also been received regarding this. The proprietors of the shop insist that there is no financial viability as a business and listing it as a Community Asset will have a negative effect on them. It was agreed that at this time the council did not know what, if anything, the community realistically could do to save the shop if a change of use was ever sought, however it is incumbent on them to take responsibility for trying to protect all community assets if at all possible. It was confirmed that any successful nomination of a Community Asset would only secure a 6 week moratorium for the community to put together a valid business plan to actively seek to save the asset, if this was unsuccessful then any sale or change of use would proceed normally, if a successful plan was put forward this would trigger a further six month time scale for the community to raise the necessary funding, put forward a proposal to purchase and run the community asset. Even then the vendor would not be obliged to accept any community offer, all the nomination does is provide time for the community to come together and assess whether they could take the asset on.

It was noted that the improvements to the acoustic in the main hall at Pettiward Hall had been completed.

Concerns were expressed that the Newsletter would continue to be published; council confirmed that future issues would go ahead as usual whilst a new editor was sought. It was agreed that the small cleared grass area adjacent to Pettiward Hall could be added to the MSDC grass cutting schedule. Cllr Turner will contact John Buckingham at MSDC and the hall management committee would be informed if this resulted in any increase to costs.

Positive comments were received regarding the repairs to the surfacing of the play area, Cllr Tarabella was thanked for his efforts in bringing this project to fruition in such a short timeframe and it was confirmed that the new signage would be installed as soon as possible.

Meeting resumed:

- 2015/854 **Clerks Report** – The applications for funding to Cllrs Otton and Matthissen's locality budgets had been completed for help with the new surfacing of the play area, however the MSDC Community fund application had been declined as the work had already been carried out and they would not fund retrospectively.
- 2015/855 MSDC have confirmed that the oak trees and others adjacent to the primary school were situated on their land and therefore their responsibility, however it was agreed that these trees be left on the parish council annual schedule for inspection and if any issues were highlighted these would be reported to MSDC.
- 2015/856 SCC intends to reprogramme their street lights to stay on overnight on Christmas Eve and New Years Eve, and have asked if the parish council would like to leave theirs on. It was agreed that SCC be asked to reprogramme parish council street lights in line with their own for these two nights.
- 2015/857 It was resolved to opt in to the Sector Led Body for the procurement of External Audit services from April 2017, Proposed Cllr Burns, Sec Cllr Turner, with all in favour. It was noted that the estimated cost of £100 would cover 5 years of audit.
- 2015/858 Volunteers have stepped forward to try to establish the Speedwatch scheme again for sites along the High Road. Hitcham and Bildeston will be asked if we can join the rota again and if so arrangements will be made to police check volunteers and set up a training session.
- 2015/859 **Planning** – It was resolved to submit the following response to application no. 4235/15 Erection of two storey extension, Danescroft, High Road - "*Great Finborough Parish Council have NO OBJECTION to this application based on the information available*"
- 2015/860 The following MSDC decisions were noted; 3433/15 Erection of a single storey rear extension, Hilmic, High Road – GRANTED

- 2015/861 **Finance** – The clerk’s financial report for December 2015 was approved.
- 2015/862 The following payments were approved. Prop Cllr Turner with all in favour, Staff salaries for November,
- 2015/863 Gipping Press £181.00
- 2015/864 Pettiward Hall £96.00
- 2015/865 Anglian Water £21.78
- 2015/866 Soft Surfacing £5109.00
- 2015/867 MSDC Grass Cutting £734.40
- 2015/868 EAAA £200.00
- 2015/869 Mid Suffolk CAB £200.00
- 2015/870 There were no amendments recommended for the budget. The tax base for 2016/17 has been confirmed by MSDC and further consideration will be taken at the January meeting before fixing the precept request.
- 2015/871 **Correspondence** – The contents of the residents letter regarding the nomination of a Community Asset were noted.
- 2015/872 There were no comments to further tabled correspondence.
- 2015/873 **Village Maintenance** – Various quotes had been received for the work to trees recommended by the recent tree survey. One quote recommends removal of the lateral branch and top thinning at £350 the other suggests removal of the lateral branch at £200 with further work to the top postponed until the tree has a chance to recover from the major limb removal. It was resolved to accept the £200 quotation to remove the lateral branch, Proposed by Cllr Turner, sec Cllr Tarabella with all in favour. Cllr Turner will action the work.
- 2015/874 It was agreed that the recommendation for work to tree no 18 be passed onto David Pizzey, tree officer at MSDC as they had now confirmed ownership of this area.
- 2015/875 Concerns were expressed regarding inconsiderate parking at school pick up and drop off times. Vehicles are continually parking on the kerb leading into the car park causing pedestrians to have to leave the path and walk into the traffic flow. Some vehicles are being left parked on the kerb for up to 40 minutes at a time whilst some children are taken to the Primary School and then others to play group. A request to drivers to not park on the kerb has resulted in cars being driven onto the grassed areas instead causing damage to the surface. It was agreed that a letter to the headmaster be drafted to highlight the concerns and also to seek co operation in finding a solution to the lack of safe parking for school drop off and collection times.
- 2015/876 **Additional Operational Policies** – Consideration of additional policies and a risk assessment for staff was deferred to the next meeting.
- 2015/877 **Production of the Newsletter** – It was agreed that a letter of thanks be sent to the outgoing editor for her long term commitment to the newsletter. It was confirmed that the February issue would be put together by councillors whilst a new editor is sought. Cllrs Tarabella and Turner will seek information and a template and confirm distribution and deadlines for the printers. Cllr Burns will set up a dedicated email address for all correspondence for the newsletter which will be circulated as soon as possible. It was agreed that a policy be drafted to establish the ethos and aims of the newsletter and also the Terms of Reference for any future editor.
- 2015/878 **Production of an Emergency Plan** – Deferred.
- 2015/879 **Matters to be brought to the attention of the council** – The nomination for the annual Community Achievement awards was agreed and will be submitted by the clerk. Potholes at the junction of Pilgrims way and the Chestnuts will be reported.

Next meeting Monday 11<sup>th</sup> January 2016 at 7.30pm