

GREAT FINBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 16th October 2023 in Pettiward Hall

Present: Cllr James Spencer (chair) Cllr Simon Waspe Cllr Lee Morgan
Cllr John Barron Cllr Ant Mann
Paula Gladwell – Clerk Cllr Penny Otton (part)
Cllr John Matthissen (part)
3 members of public

- 2023/3090 **Apologies for Absence** – Cllr Isabelle Campbell and Cllr Richard Burton – Reason for absence accepted.
- 2023/3091 **To receive member’s declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests in accordance with the council’s Code of Conduct for the items on the agenda and to note any request and determination for dispensations relating to those interests** - None
- 2023/3092 **Minutes of Parish Council Meeting** - It was proposed by Cllr Spencer, sec Cllr Mann that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 11th September 2023 were signed as a true record.
- 2023/3093 **Public Participation** – No questions
- 2023/3094 **County Councillor Otton’s Report** – Cllr Otton gave her report which had been circulated and a copy is attached to these minutes. Cllr Mann confirmed that the verges in Borough Lane had been cut back possibly by local landowners and the overgrown hedge on High Road has been cut back. It was suggested that the parish council get together with neighbouring councils to put forward suggestions for any new bus routes or improvements to existing for feeding into the new bus services improvement plan. It was noted that there are issues with parking for school drop off and pick up again now that new term has started. Cllr Mann will erect the verge signs and request for more considerate parking will be added to the newsletter report. Cllr Mann will contact the Headmaster at the Primary School to request that he remind parents not to park on verges or to block resident’s driveways.
- 2023/3095 **District Councillor Matthissen’s Report** – Cllr Matthissen gave his report which had been circulated and a copy is attached to these minutes. Cllr Matthissen asked if contact could be made with a planning applicant to facilitate more discussion around community benefits.
- 2023/3096 **Clerks Report** – An update on the Borough Lane safety issues for pedestrians was noted. Cllr Otton confirmed that the SCC Highways engineer had looked at the lane and her comments were that there was only one reported issue between a vehicle and a pedestrian and that having driven the lane her view is that any conscientious driver can only safely go at 10-15mph and only locals, delivery drivers and farmers will be using the lane therefore she could not evidence the need for further signage. She also noted that existing signage was regularly broken or knocked down so was reluctant to recommend additions. It was agreed that a letter be drafted to all residents of Borough Lane asking them to be aware of the dangers and to drive according to the conditions.
- Local Needs Housing project – It was noted that no further progress had been made by Orwell housing on negotiations with the landowner.
- Church Road – Residents concerns regarding broken kerbing were noted and SCC Highways will be asked again to look at a repair here.
- It was confirmed that a Pride in Your Place grant application had been submitted for £250 towards maintenance of the Buffer Zone at Middlefield Drive Play Area. (post meeting this has been awarded)
- Following complaints regarding vegetation encroaching onto the pavement along High Road this was reported to SCC who confirmed that they felt it did not warrant action at this time. It was suggested that this could form part of the schedule of work for the Village Maintenance work party however it was a high risk area for volunteers. James Sinclair offered the services of his grounds men and thanks were extended to him for arranging to clear back the vegetation along the pavement.
- Speedwatch – Cllr Mann confirmed that he will arrange the training of volunteers and Speedwatch sessions would recommence soon.
- Newsletter – prices were noted for each additional 4 pages for printing and it was agreed that the clerk would highlight to Council any edition that might exceed 36 pages in future.

Finborough Bridge Beware Horses signs – It was noted that no response had yet been received from SCC Highways following our request for additional safety signage at the bridge. It was noted that due to the recent response to requests for Borough Lane it was unlikely these would be actioned.

Pre Application Finborough School – It was noted that pre-application discussion had taken place, notes and a timeline had been drafted and copies of these had been issued to the resident who lodged a complaint.

The recent accident at the allotment site was noted. It was confirmed that the person involved was working for a tenant and that there was no insurance liability for the Parish Council or the Allotment Association.

It was noted that the new generic emails for councillors were now all working with the forwarders in place and the new domain name is forwarding to the existing website.

Review of Polling Stations Consultation – It was agreed that as no alterations were proposed for Great Finborough no comment would be submitted at this time.

City Lane Common land – It was agreed that MSDC be approached for suggestions on how to manage wildflower planting or rewilding of the common.

2023/3097 **Planning** – There were no MSDC applications to consider.

2023/3098 The following MSDC decisions were noted – DC/23/02077 Reserved matters, East House High Road. APPROVED

2023/3099 **Finance** – The Finance report for October 2023 was approved.

2023/3100 The following payments were approved. Prop Cllr Spencer, with all in favour, Staff salaries for September.

2023/3101 HMRC Q2 payment

2023/3102 CAS domain name £18.00

2023/3103 Gipping Press £204.00

2023/3104 Bluebells JN £24.95

2023/3105 Wave Water £36.11

2023/3106 AJGIBL Insurance £691.48

2023/3107 CAS website £60.00

2023/3108 SALC Training £72.00

2023/3109 It was noted that the felling of the willow tree adjacent to the Youth Shelter in Valley Lane was actioned by the Clerk and Chair under delegated powers, the estimated cost of £500 was approved. Prop Cllr Spencer with all in favour. The quotes for felling of the multistem Maple Tree were considered and it was RESOLVED to engage the work at the quoted cost of £550.00 with all arisings removed. Prop by Cllr Spencer, sec Cllr Mann, with all in favour. Cllr Mann will engage the contractor.

2023/3110 **Tree & Hedge Management Working Group** – The membership and Terms of Reference of the Tree & Hedge Management Working Group were reviewed and confirmed. Members will be Cllrs Morgan (chair), Waspe, Campbell, Barron, Mann and Burton with a meeting scheduled for Thursday 9th November at 7pm at The Chestnut Horse.

2023/3111 **Hosting a Bee Hive** – Deferred

2023/3112 **Village maintenance** – The following issues raised from the recent risk assessment were considered and actioned: Stone snake, risk of throwing identified – Agreed to leave the snake in situ and monitor.

2023/3113 Exposure of internal wires in the rope attaching the swing seat on Caravelle – Swing seat removed, the clerk will ask Kompan to replace and suggest a way of anchoring the seat to prevent it happening again.

2023/3114 Buffer zone maintenance, the quote of £620.00 was considered. It was agreed that some of this work might be undertaken by the Village Maintenance working group and a decision on the quote was deferred until an assessment had been undertaken.

Items 16a and c were brought forward

2023/3115 Plinth for Village Sign – It was confirmed that two offers to build a brick plinth to ensure the safety of the village sign were still on the table. One is confirmed to include free labour however materials would need to be paid for. Cllr Morgan confirmed that he will chase designs and material costs. The second offer also includes free labour with materials to be paid for, Cllr Mann will chase the designs and costs for this one.

2023/3116 Bird deterrent for swings – It was noted that various bird deterrents were available, it was agreed that advice be sought from Play Inspection Co. for their recommendations.

2023/3117 It was noted that the car park sign opposite the school had been hit by an HGV. Chris Davey has agreed to replace this and thanks were extended to him for his help. It was also noted that Mr Davey had offered to try and convert the VAS in Buxhall Road to solar in order to save on

batteries. Radarlux and Westcotec would also be asked if they had a process by which the VAS machines could be converted to solar.

- 2023/3118 It was noted that the small grass strip adjacent to Pettward Hall had not been cut, it was confirmed that this was due to the scaffold being in place when the contractors last came and that it would be done next time.
- 2023/3119 It was agreed that a request for a chain saw licence holder volunteer be included in the next newsletter report.
- 2023/3120 Further consideration took place around the concerns of collapse of the retaining wall at the bottom of the path leading to Valley Lane from Pettward Close. It was RESOLVED to engage Mr Chapman to carry out work to repair at the quoted cost of £240.00. Prop by Cllr Morgan, sec Cllr Spencer with all in favour. Cllr Morgan will engage the contractor and request a copy of their liability insurance.
- 2023/3121 There were no other matters reported.
- 2023/3122 Village Maintenance Working Group – A schedule of work was suggested for the work party on 21st October. A risk assessment base had been drafted and this will be completed by Cllr Mann at the start of the event. It was noted that Cllr Campbell had offered to dispose of all vegetation arisings.
- 2023/3123 **Balance of Lottery grant** – The balance of the lottery grant was noted at £3503.67. This money might still be available for other play area associated capital expenditure, it seems that there is a short timetable for this and it could possibly be converted to a revenue pot. It was agreed that an application be made to cover 5 years of maintenance of the buffer zone and suitable quotes will be sought to evidence this before application.
- 2023/3124 **Footpaths** – It was noted that FP45 was waterlogged, boggy and impassable in places. It was suggested that duck boarding or a raised platform be considered and Rights of Way would be asked to assess this once photos had been taken.
- 2023/3125 **Correspondence** – There were no comments to tabled correspondence.
- 2023/3126 **Recommendations from the Forward Planning Working Group -**
To adopt the General Power of Competence – It was noted that the clerk would need to complete a new module of CILCA to ensure all criteria is met for adopting this which she is happy to do. It was agreed that this was not necessary at this time however this would be reviewed should it be thought that the GPC was needed for specific actions in future.
- 2023/3127 To consider the creation of Councillor Surgeries and agree a date for the initial surgery – The first surgery was scheduled for Saturday 25th November 2023 from 10am – 12 noon in the main room at Pettward Hall. All councillors are urged to attend. Cllrs Otton and Matthissen will be invited.
- 2023/3128 To consider the production of an Environmental Policy – Deferred.
- 2023/3129 To consider a Rights of Way Footpath Review and create a management plan - Deferred.
- 2023/3130 **To review all Highways matters and establish priorities** – Deferred.
- 2023/3131 **To consider electronic provision of the Newsletter** – Deferred
- 2023/3132 **To consider the establishment of a recycling drop off point** – Deferred
- 2023/3133 **Matters to be brought to the attention of the council** – It was noted that branches of trees on the green on High Road were touching overhead wires, it was suggested that this was a UKPN issue and they have confirmed that they monitor this type of thing on a regular basis. If as land owners the parish council wished the branches to be cut back it would be our responsibility to arrange for the power to be turned off and a tree surgeon to carry out the work and to cover all the costs. It was noted that this was not possible at this time however the situation would be monitored. It was noted that any report of electricity supply outage would be the responsibility of UKPN to address.
- 2023/3134 It was noted that the tenant of The Chestnut Horse had given notice. The status of the Community Asset listing for the pub would be checked and a letter drafted to the pub owners asking for information on their intentions for the premises.

Next meeting will be held in Pettward Hall on Monday 13th November 2023 at 7.30pm