

Flempton cum Hengrave Parish Council

MINUTES

of a Meeting held at St Catherine's Church, Flempton on

Monday 25th September 2017 at 7.30pm

Present: Councillors: David Bambury (Chair), Christopher Large, Jean Lindsay
Pamela Newborough, Nigel Salmon and Tony Tooth

In attendance: Maximilian Clay (Clerk to the Council),
County Cllr Rebecca Hopfensburger
Borough Cllr Susan Glossop
and four members of the public.

14. Apologies

Cllr Iris Evans had submitted apologies.

15. Declarations of Interest

- a. There were no Pecuniary Interests declared.
- b. There were no Non-Pecuniary Interests declared.

16. Minutes

The minutes of meeting held on 22nd May 2017 were agreed as a true record and the Chair was authorised to sign them as such on behalf of the Council.

17. County and Borough Councillor Report

- a. County Cllr Rebecca Hopfensperger made a report to the Council, including mention of a consultation on changes to the provision of School Transport that would reduce the coverage to a fixed distance rather than encompass all schools within the relevant catchment area. Cllr Hopfensperger also highlighted parking issues on The Links and it was noted that this matter was to be discussed further on in the agenda.
- b. Borough Cllr Susan Glossop had submitted a written report the meeting and further highlighted that the Borough Council had written to a landowner, in respect of an impassable footpath. If the landowner fails to take action the Borough will undertake the work and charge him for it.

18. Public Forum

There were no matters were raised by the public.

19. Planning and Environment

- a. The Council considered the first draft of its application for nomination of The Greyhound Public House as an Asset of Community Value. Subject to the addition of information relating events which the pub had supported or facilitated, the nomination was approved.
- b. The Council considered planning application consultation **DC/17/1505/FUL** in respect of the proposed refurbishment of the Greyhound Public House with internal alterations to create 2 dwellings (retaining Public House); creation of 3 dwellings with associated parking and private amenity space.
The Council noted that there were some factual inaccuracies in the application, including the number of parking spaces which the application states as only 10 when, in fact there

are far more. After discussion the Council resolved to object to the application on the grounds that:

- The site is in open countryside and within a conservation area;
- The proposal represents an over-development of the site;
- The new buildings would harm the visual amenity and character and appearance of the area, including but not limited to a Grade II* listed building; and
- The reduction in parking (which is not made clear in the application) would create dangers on the highway.

The reasoning behind these objections will be set out in the objection addressed to Planning Authority and this will be appended to these minutes.

20. Clerk's Report

- a. Progress on matters not covered in other parts of the agenda were reported by the Clerk:
 - i. Two quotations for works had been received to date, in the sum of £4,935 and £5,195. Obtaining a third estimate had proved difficult but further efforts would be made.
- b. Correspondence and other significant matters not covered in other parts of the agenda were reported by the Clerk:
 - i. The Council noted the kind donation of an additional mounting bracket for the VAS, from Cllr Bambury.
 - ii. New data protection legislation would be coming into force in May 2018 and it was expected that there would be costs associated with this. Further information is awaited.
 - iii. It was agreed to change web host in respect of the Council's website, when time permitted (between now and next May). There would be some additional expense (c£100.00 plus a small transfer cost) but the greater flexibility and support offered by Suffolk Cloud was felt to be necessary.

21. Fund-Raising Working Group

The Group had met to consider possible activities and recommended that, as a first event, reinstatement of Carols on the Green would work well. This and the proposed date of 11th December at 7pm were agreed by the Council. There would be two marquees for refreshments (mulled wine and mince pies, potentially sponsored by local businesses) and these would also serve in case of bad weather. There will be a Christmas tree (hopefully sponsored) and a mixture of Christian and secular singing. The Priest-in-Charge of St Catherine's is very supportive and will be supplying hymn sheets and a keyboard and will arrange for the Church to be open for the use of its lavatory.

Health and safety issues had been considered and in addition to the practical mitigation of risks, stewards would be in place. The event will run under the aegis of the PC and once the final arrangements are in place the Council's insurer's will be informed of the event, to ensure that cover incorporates it.

Funding is being explored. The proposal was to make no charge for the event but to seek donations which could be split equally between the Council's bus shelter fund and a local charity. Cllr Glossop expressed willingness to support the event financially with funding and the working group was authorised to explore this with her.

Work so far was endorsed by the Council and further work will continue.

It was agreed to hold an additional Council meeting on Monday 4th December to finalise arrangements.

22. Parking on the Links

It was reported that the land belongs to Suffolk County Council. Cllr Hopfensperger informed the meeting that the SCC is willing to receive proposals for improving the situation. It was

agreed that Cllr Hopfensperger would suggest some potential dates for her and the Clerk to meet on site to explore possibilities and that the agreed date would be circulated to other members who could attend if they were available.

23. Dog Fouling

The problem was considered and it was felt that the provision of a further dog waste bin may alleviate the problem the Clerk was authorised to obtain a dog waste bin at reasonable market rate and to arrange installation in due course.

24. Finance and Governance

a. Review of Insurance Arrangements

The Council considered Insurance Arrangements which would fall due for renewal prior to the next meeting. The Council will be entering the final year of a five year agreement, entered into in order to reduce costs. It was agreed that the insurance adequately covered the Council's risks. The renewal premium, including the addition of the VAS and associated activities, was £542.11 and this was approved.

b. Report concerning the Completion of the 2016/17 External Audit.

The completion certificate had been received, along with the duly signed Annual return.

The Auditors have raised a qualified audit report because, unbeknown to the current Clerk, in 2015/16 they had raised an issue because the period of electors rights had not been undertaken correctly. At that time it was only an advisory issue as the period of electors rights in question fell within the audit for the year ended 31 March 2017. This year, question 4 on the annual governance statement was answered yes, (the council have provided proper opportunity in the year for the exercise of electors rights), however, as the 2016/17 audit year included the previous year's electors rights period and because that had not been undertaken correctly, this answer was incorrect. The Council considered the matter and noted that the current year arrangements were satisfactory and so no further problems should occur.

c. Schedules of Receipts and Payments

The Council received and resolved to approve the summary of receipts and payments. The related cheques were signed.

25. Councillors' reports and items for future agendas

- a. There were no reports on meetings attended.
- b. No forthcoming meetings were notified.
- c. No Items for future agendas were suggested.
- d. There were Matters of Information.

The meeting closed at 8.54pm

Signed as an true record by authority of the Council:

Chair

Date

Copies to:

Borough Cllr Susan Glossop

County Cllr Rebecca Hopfensperger