



Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 23rd November, 2015, at the Honington & Sapiston Village Hall commencing at 7:30pm.

PRESENT:

Cllr. A Jones
Cllr. R Johnston
Cllr. D Reay
Cllr. M Rozier
Cllr. P Morgan

IN ATTENDANCE:

Mrs J O'Brien *Clerk*
[REDACTED] *RFO*
PC672 Frith *Suffolk Police*
PCSO 3314 McDaid *Suffolk Police*

APOLOGIES:

Apologies were received from: Mr E Wortley, County Cllr. J Spicer

FMPC90/15 DECLARATION OF INTEREST

There were no declarations of interest. .

FMPC91/15 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 7th July, 2015 were approved and signed. Proposed by Cllr. Rozier, seconded by Cllr. Reay.

FMPC92/15 ACTION UPDATES

- a) Road repairs – County Cllr Spicer sent a report to say that a meeting had been held between local Parish Councils, Suffolk County Council and Euston Estate. Another inspection of Rectory Corner, and outside telephone box together with hedge cutting behind hedges along pavement will be further examined.
- b) Footpath signs – the sign at Broom Hill is now laying in the hedge - Clerk to report and check on sign at Butt Lane.
- c) Clerk's pay – This is still on-going. Clerk to continue invoicing until further notice.
- d) Bottle Bank – No further discussions will be held on this.
- e) Grit bins – Cllr Jones reported they are now in situation, one on Pump Green and the other at field entrance on Broom Hill, but they will need to be filled with grit – Clerk to inform County Council and all Councillors are prepared to be named as grit spreaders for insurance purposes.
- f) Rebuild/replacement costs for Lych Gate and Village sign. As the Lych Gate was built in 2008 at a cost of £13,000.00, will ask Insurance Company to index link values accordingly.

FMPC93//15 FINANCIAL REPORT

The RFO reported there is a reserve of £2,633.33. This is well under budget for the year. There is currently £4,631.02 in the account. The Audit return process is complete and no issues were raised. The Council approved the Annual Return – proposed by Cllr. Rozier, seconded by Cllr. Morgan. Thanks to RFO for work completed to ensure compliance.

Approval for payment sought for the following:

- i. Clerk's salary £155.03 – for September -proposed Cllr. Jones and seconded by Cllr. Johnston.
- ii. Clerk's salary £155.03 – November – proposed Cllr. Morgan and seconded by Cllr. Johnston.
- iii. Meeting room Hire for meeting £18.00 – proposed Cllr. Morgan, seconded by



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- Cllr. Rozier.
- iv. M Parfett for cutting grass in Church yard £600.00 – proposed by Cllr. Johnston, seconded by Cllr. Rozier
 - v. M Parfett for cutting grass in Churchyard £150.00 – proposed by Cllr. Reay, seconded by Cllr. Johnston
 - vi. Cllr. A Jones – grit bins £351.36 – proposed Cllr. Johnston, seconded by Cllr. Morgan.
 - vii. SALC – Clerks membership £129.00 – proposed by Cllr. Reay, seconded by Cllr. Johnston
 - viii. Euston Estate – Field Lease £100.00 – proposed by Cllr. Jones, seconded by Cllr. Johnston
 - ix. Business Services at CAS Ltd – Insurance for no more than £300.00 proposed by Cllr. Jones, seconded by Cllr. Johnston

A cheque for £350.00 had been received from Suffolk County Council for the grit bins. The Financial Regulations will be discussed and approved at next meeting. The Governance Review will be discussed at next meeting – the external audit may need to be expanded. The Transparency Code will also be discussed at next meeting. A cheque issued to Suffolk County Council for hire of the Primary School in March has never been presented and has now expired – Clerk to check it was received.

FMPC94/15 CHAIRMAN'S REPORT

The Chairman talked about the removal of trees from the Churchyard and felt that this was something the Council should support so long as the parish will benefit. All agreed approval of the Planning Application to remove the trees.

FMPC95/15 COUNTY COUNCILLOR'S REPORT

Report already discussed at FMPC92/15 Action Updates.

FMPC96/15 BOROUGH COUNCILLORS REPORT

No report was available for this meeting.

FMPC97/15 RAF HONINGTON COMMUNITY DEVELOPMENT OFFICERS REPORT

No report was available for this meeting.

FMPC98/15 POLICE COMMUNITY SUPPORT OFFICERS REPORT

One burglary had been reported after a window had been jemmied open with a bird feeder pole, two further burglaries had occurred in Gt. Livermere on the same day.

FMPC99/15 COUNCILLORS REPORTS

Cllr. Reay reported that he had attended the Barnham Village Hall Committee AGM on 19th November 2015. The Daffodil Teas will be taking place again in March 2016.

FMPC100/15 LOCAL HISTORY RECORDERS REPORT

Edward Wortley sent a report which was read out by Clerk.

FMPC101/15 MATTERS FOR DISCUSSION

Smaller Council Funding – there may be an opportunity to obtain a laptop and training for the Clerk to assist with the new Transparency Code – Clerk to get further information.

Superfast Broadband – is it available in this area? Clerk to investigate.

FMPC102/15 CORRESPONDENCE

All correspondence received had been previously distributed by Clerk.

FMPC103/15 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL –

There were no matters brought forward.

FMPC104/15 DATE OF NEXT MEETING

Date of next meeting to be held on Tues 19th January 2016, commencing at 7:30pm, at Honington & Sapiston Village Hall, in the committee room.



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CHAIRMAN:

DATE:

Open Actions November 2015

ACTION	RESPONSIBILITY	TARGET DATE
Rights of Way (Footpath) signs	Clerk	Next meeting
Grit bins need grit	Clerk	Next meeting
Cheque received by Primary School	Clerk	Next meeting
Smaller Council funding for Transparency Code	Clerk	Next Meeting
Superfast Broadband availability	Clerk	Next meeting