



# Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 13<sup>th</sup> September, 2016, 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*  
Cllr. J Spicer  
E Wortley

## **APOLOGIES:**

Apologies were received from: [REDACTED] and A Blenkiron – Euston Estate

## **FMPC74/16 DECLARATION OF INTEREST**

There were no declarations of interest.

Clerk requested all Councillors to sign the Declaration of Acceptance of Office which should have been completed at May 2016 meeting. All duly signed.

## **FMPC75/16MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 5<sup>th</sup> July, 2016 were approved and signed after an amendment to Cllr. Rozier responsible for action at FMPC62/16(d) also to note that County Cllr. J Spicer did attend the meeting.

Proposed by Cllr. Reay, seconded by Cllr. Rozier.

## **FMPC76/16ACTION UPDATES**

- a) Footpath sign – Cllr Johnston and Cllr. Rozier will erect by next meeting.
- b) Quote for grass cutting – ongoing
- c) Email Euston Estate pumping station information - complete
- d) Adoption of pavement by Suffolk County Council – Clerk looked back through archives and it was adopted in 1987. The pavements are now in need of repair and the edges and hedges cutting back through the village. Cllr. Reay had spoken to Mrs Wilson of Chalk Farm about the need for the hedges to be cut back, they had been unaware of the problem but would be happy for the SCC to do the work and they would pay. County Cllr. J Spicer will suggest a site meeting between Highways, Euston Estate, Mr Mrs Wilson and Parish Council – dates to be advised.
- e) Letter of thanks to Election day invigilators – complete.
- f) Transparency funding – Clerk and Cllr. Jones will meet to go through funding application and will present to Council at next meeting for approval.
- g) Email County Cllr. J Spicer details of street light faults – complete
- h) Missing timetable at bus stop – Clerk had found no problems but informed it was bus stop opposite Church, Clerk will follow up. Clerk had also been informed that in future this service would go as far as Euston for the majority of the day and



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not all the way to Thetford – County Cllr. Spicer had not heard of this but thought something should be done and will speak to Transport about this.

- i) Contact Waste Management – public rubbish bin on Broom Hill – Clerk reported and is still awaiting response when they will empty.

## **FMPC77/16 FINANCIAL REPORT**

There was no report available from the RFO for this meeting.

Approval for payment sought for the following:

- i. Clerk's salary £155.03 – for this meeting with adjustment for pay increase to be made at next meeting -proposed Cllr. Johnston and seconded by Cllr. Rozier.
- ii. Clerk stationery expenses £41.50 – proposed Cllr. Reay and seconded Cllr. Morgan
- iii. H&SVH Meeting Room Hire for meeting £18.00 – proposed Cllr. Johnston, seconded by Cllr. Reay.
- iv. Green Team £360.00 grass cutting in churchyard – proposed Cllr. Johnston, seconded by Cllr. Jones.

## **FMPC78/16 CHAIRMAN'S REPORT**

The Chairman was pleased to report the stile had been repaired at bridge, the gate at the Sapiston end of footpath is now locked so must cross field and this footpath has now been cut many thanks to Andrew Blenkinsop for arranging this. The Chairman had attended a Battle of Britain drinks party at RAF Honington and this year was the last one as something else was planned for the future. This month sees annual check of assets and the Village Sign post needs to be oiled – Chairman will undertake this task.

## **FMPC79/16 COUNTY COUNCILLOR'S REPORT**

County Cllr. J Spicer reported that she believes the planning application for the WSOH may be in just after Christmas 2016. Cllr. Reay again raised the question of speeding through the village – Cllr Spicer suggested the use of Speed Watch more frequently may be a deterrent.

## **FMPC80/16 BOROUGH COUNCILLORS REPORT**

No report was available for this meeting.

## **FMPC81/16 RAF HONINGTON COMMUNITY DEVELOPMENT OFFICERS REPORT**

No report was available for this meeting.

## **FMPC82/16 POLICE COMMUNITY SUPPORT OFFICERS REPORT**

No report had been received but the Clerk reported no crimes had been reported since the last meeting.

## **FMPC83/16 COUNCILLORS REPORTS**

Cllr. Reay would be attending the Barnham Village Hall committee meeting next week and apologised as he had missed 2 of these previously.

## **FMPC84/16 LOCAL HISTORY RECORDERS REPORT**

Edward Wortley reported that there was little to report this meeting but that he had been on several courses during the Summer on Capability Brown and NADFAS being 2 of them.

## **FMPC85/16 MATTERS FOR DISCUSSION**

Standing Orders – Cllr Jones had reviewed these and has made changes to it to bring it in line with Transparency Code – these changes are at sec 3.5 – a list of Councillors to be on website and sec 4.14 Draft Minutes to be on Notice Board and website. Cllr. Johnston proposed accepting the changes and it was seconded by Cllr. Rozier. Cllr. Jones will send a copy of the new Standing Orders to all councillors. Clerk will check Notice Board for website address.



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The Codes of Conduct need to be discussed at next meeting.

Cllr. Reay asked if something could be put in the Link about PC meetings etc. – Clerk will check.

## **FMPC86/16 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL –**

Cllr. Reay asked if a leaflet of 'Welcome to the Village' could be produced – Clerk will investigate.

The Clerk advised that the village website is to be hosted by CAS from 1<sup>st</sup> November with a cost of £50/year and that the Council needs to register for this or the web site will be deleted – Cllr. Jones proposed taking up this opportunity and seconded by Cllr. Johnston – Clerk to register interest.

## **FMPC87/16 DATE OF NEXT MEETING**

Date of next meeting to be held on Tues 8<sup>th</sup> November, 2016, commencing at 7:30pm, at Honington & Sapiston Village Hall, in the committee room.

CHAIRMAN:

DATE:

## **Open Actions September 2016**

<b>ACTION</b>	<b>RESPONSIBILITY</b>	<b>TARGET DATE</b>
Rights of Way (Footpath) signs	Cllr. Johnston/Cllr. Rozier	Next meeting
Quote for the grass cutting in Churchyard and field	Cllr. Rozier	Next meeting
Site visit to discuss condition of pavement through village	County Cllr. Spicer	As soon as can be arranged
Transparency funding	Clerk/Cllr. Jones	Next meeting
Adoption of pavement by County Council	Clerk	Next meeting
Village assets inspection – Oil village sign	Cllr. Jones	Next meeting
Missing timetables etc	Clerk/County Cllr. Spicer	Next meeting