



Fakenham Magna Parish Council

MINUTES of the Meeting held on Tuesday 11th September, 2018 at the Honington & Sapiston Village Hall commencing at 7:30pm.

PRESENT:

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

IN ATTENDANCE:

J O'Brien (*Clerk*)
Borough Cllr. A Smith
RFO
E Wortley

APOLOGIES:

Apologies were received from: Cllr. P Morgan

FMPC71/18 DECLARATION OF INTEREST

There were no declarations of interest.

FMPC72/18 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 10th July, 2018, were approved and signed. Proposed by Cllr. Reay, seconded by Cllr. Rozier.

FMPC73/18 ACTION UPDATES

- a) Village Assets – Clerk contacted original suppliers and is awaiting response at time of meeting. Clerk had requested price for both re-paint and renewal of post – ongoing.
- b) 'Welcome to the village' Leaflet – Complete. Cllr. Jones will print and arrange for them to be delivered to every household.
- c) Check on supplier of 30mph stickers for bins – Cllr. Rozier reports this is still ongoing, he has not received reply to his enquiries – Clerk to now speak to Multisigns of Ingham.
- d) Neighbourhood Watch – Clerk received response which showed no NHW scheme operating at this time as only three of original members now involved. PC will discuss how to take forward at next meeting.
- e) Neighbourhood Watch – Cllr. Morgan to contact new resident – ongoing.
- f) Contact Highways re: road signs for litter picking – Clerk contacted Highways and they have placed three signs through the village warning of fines if anyone caught littering. This was not what was asked for, Clerk contacted again and is awaiting a further response.
- g) Dog fouling Flyers on bins – Clerk - ongoing, they will be in place by next meeting.
- h) Church Field – cut round edges – Cllr. Johnston to contact the PCC to ask them to instruct cutter go around edges too if budget allows.
- i) GDPR – Cllr. Jones and Clerk have been working towards compliance and reported that the Council needs to register with the ICO and pay £40.00, it was proposed by Cllr. Johnston to pay this fee and seconded by Cllr. Rozier. Cllr. Jones presented two new Privacy Notices to the Council and Cllr. Johnston proposed accepting these, seconded by Cllr. Rozier. Clerk to now send Privacy Notices and Consent forms to all relevant parties. A Privacy Policy will be presented to the Council at next meeting.



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- j) Check status of village in "Vision 31" – Clerk reported that Fakenham Magna is not an infill village.

FMPC74/18 Financial Report

RFO reported the Parish Council was currently £67.00 under budget with £3,519.31 in reserve.

The following payments were considered:

- i. Clerks salary - £156.95 - proposed Cllr. Jones, seconded Cllr. Reay
- ii. H&SVH Meeting Room Hire for meeting £18.00 – proposed Cllr. Reay, seconded by Cllr. Jones
- iii. ICO – Registration fee £40.00 – proposed Cllr. Johnston, seconded by Cllr. Rozier.

FMPC75/18 CHAIRMAN'S REPORT

The Chairman reported that he has now completed the Risk Assessment for Litter picks and these will be gone through at start of Litter picks with participants. Standing Orders have been updated and are ready for consultation and approval at next meeting.

A letter had been received from a resident expressing their concern about speeding through the village – Cllr. Jones will respond giving facts of how the Parish Council has/is trying to respond to this problem and will speak to Cllr. Spicer about getting further advice and meeting arranged with Suffolk County Council Highways.

An email had been received about the Parish Council's failure to get works done on clearing hedges and pavements through the village. Cllr. Jones will respond giving the timeline of events that have happened to get this work approved and completed.

FMPC76/18 COUNTY COUNCILLOR'S REPORT

Cllr. Spicer was pleased to be able to report some success in getting Highways issues resolved. The pavement behind hedge will be trimmed and cleared within 10 working days and the gullies and culverts will be cleared to help prevent flooding along the A1088 within 20 working days.

FMPC77/18 BOROUGH COUNCILLORS REPORT

Cllr. Smith was pleased to report that the Ward Boundary Consultation was now complete and that it seemed Bardwell Ward will remain as is with no changes.

FMPC78/18 POLICE COMMUNITY SUPPORT OFFICERS REPORT

No report had been received, but the Clerk was able to report that one burglary had been reported in July and investigations into this are ongoing.

FMPC79/18 COUNCILLORS REPORTS

Cllr. Reay had been unable to attend the last Barnham Village Hall Committee meeting but hoped to attend the next.

Cllr. Johnston reports that the data capture from the VAS signs needs downloading to the Clerk's laptop or a separate one. Clerk to speak to Cllr. Morgan to arrange this.

Cllr. Rozier reported that the Church seat had been sent away for shot blasting.

FMPC80/18 LOCAL HISTORY RECORDERS REPORT

Edward Wortley reported that he had three talks to give to local groups on the history of villages. He has also been able to obtain two more postcards of Fakenham Magna dated 1906/8. All the Parish paths have now been walked, this will mean they stay open.

FMPC81/18 MATTERS FOR DISCUSSION

Clerks phone line expense was deferred to the next meeting. Village Assets – Lych Gate has been inspected and all is in order. Insurance review – Clerk obtained three quotes and after discussing merits of each it was proposed by Cllr. Johnston and seconded by Cllr. Jones that the Parish Council should stay with current Insurers Zurich, through CAS, and to pay the premium of £324.90.



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All correspondence had been circulated to Councillors prior to the meeting.

FMPC82/18 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

The 'Local Councillor' publication from SALC has now gone digital and no further hard copies will be received. – Clerk to find out if payment of this which is included in SALC subscription will still be charged. An invitation received to attend a meeting at Ixworth Fire Station to meet the new leader and deputy of Suffolk County Council – Clerk will attend.

FMPC83/18 DATE OF NEXT MEETING

Date of next meeting to be held on Tuesday 13th November, 2018, commencing at 7:30pm, at Honington & Sapiston Village Hall, in the committee room.

CHAIRMAN:

DATE:

Open Actions September 2018

ACTION	RESPONSIBILITY	TARGET DATE
Village assets – Check on prices for re-paint and supply of new post	Clerk	Next meeting
Leaflet of 'Welcome to the Village' – print and distribute	Cllr. Jones	asap
Check on supplier of 30mph stickers for bins and order as FMPC46/18c	Cllr. Rozier/Clerk	Next meeting
NHW – Contact new resident for interest in this	Cllr. Morgan	Next meeting
Contact Borough Council for road signs for litter picks	Clerk	Next meeting
Dog Fouling Flyers – put signs on public bins	Clerk	Next meeting
Church Field – contact PCC	Cllr. Johnston	Next meeting
GDPR – work towards compliance and develop new Policy for approval at next meeting	Cllr. Jones	Next meeting
Register with ICO	Clerk	
Respond to communications from residents	Cllr. Jones	asap
Further advice needed on speeding issue through village	Cllr. Jones	Next meeting
Data capture download to PC laptop	Clerk/Cllr. Morgan	asap