



Fakenham Magna Parish Council

MINUTES of the Annual General Meeting held at Honington & Sapiston Village Hall,
at 7:30pm on Tuesday 18th May, 2021

PRESENT:

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

IN ATTENDANCE:

Mrs J O'Brien (*Clerk*)
RFO
Mr E Wortley
County Cllr. J Spicer

FMPC24/21 OPENING AND NOMINATIONS FOR CHAIRMAN

Cllr. Reay proposed Cllr. A Jones to remain as Chairman seconded Cllr. Rozier. Cllr. Jones accepted.

FMPC 25/21 CO-OPTION OF NEW COUNCILLOR

It was proposed by Cllr. Jones that Sarah Mountford be co-opted to the Council, seconded by Cllr. Rozier. Sarah Mountford accepted the position and duly signed the Declarations of Interest and Acceptance of Office of Councillor forms.

FMPC 26/21 DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

FMPC 27/21 STANDING ORDERS

The Standing Orders of the Council have been reviewed, updated, and presented to the Council by the Clerk. Cllr. Mountford proposed the acceptance of these new Standing Orders, seconded by Cllr. Reay.

FMPC28/21 APOLOGIES:

Apologies were received from District Cllr. Smith.

FMPC29/21 NOMINATIONS OF OTHER COUNCIL OFFICERS

Cllr. Jones proposed that Cllr. Johnston should remain Vice-Chairman, seconded by Cllr. Mountford.

FMPC30/21 APPOINT MEMBERS TO OUTSIDE BODIES

Attendance at the Barnham Village Hall committee meetings will be discussed at next meeting. Clerk to enquire into constitution for attendance at these meetings.

FMPC31/21 MINUTES OF PREVIOUS MEETING

It was proposed by Cllr. Jones, and seconded by Cllr. Johnston that the Minutes of the meeting held on 9th March, 2021 be approved. Minutes of previous AGM, held in May 2019 had already been approved at the 9th July, 2019 meeting. No AGM was held in 2020 due to Covid-19 pandemic restrictions.

FMPC32/21 OPEN ACTIONS

Village Sign – Cllr. Rozier had inspected the sign and felt he could arrange for restorations to be carried out and will obtain a quote for the work.

VAS – Cllr. Johnston reported that the South VAS is now working but that the North VAS needs a new solar unit at an approximate cost of £1,200. A discussion was then held concerning replacement of both signs, to repair now would use monies in reserve. Cllr. Johnston to research repair or replacement costs and report to next meeting.



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Flooding and drainage through the village is slowly being investigated. Suffolk County Council had tried clearing the drains but were not successful, camera inspection next step. Cllr. Jones to follow up progress.

Village gateway damaged – Cllr. Johnston will obtain quote for repair. County Cllr. Spicer had enquired if County Council would claim on insurance but had not received a response and will continue to monitor.

FMPC33/21 CHAIRMAN'S REPORT

Chairman reported that despite the Covid-19 pandemic there had been four meetings held during the year to progress the business of the Council. Three of these had been virtual.

During the year the council had said goodbye to Pete Morgan and Chairman wished to thank him for his six years of service.

Chairman then set out what he felt were the priorities for the coming year

- Greater involvement of the residents in the affairs of the village
- Areas of responsibilities for Councillors
- Speed Matters
- Flooding/drainage problems throughout village
- Pavement clearing

Chairman thanked all the councillors, Ray, Dave and Mark for their support in progressing the business of the council.

On behalf of the Council thanks were also given to the Clerk and RFO for all their work and to Edward, Joanna, and Andrew for their continued support for the welfare of the village.

A joint letter with Barnham and Euston is to be sent to the Boundary Commission to thank them for reconsidering and changing their thoughts to maintain the three villages as part of Blackbourne division rather than move them into the Brandon division from 2025.

(A copy of the full report is attached to these Minutes held by the Clerk)

FMPC34/21 FINANCIAL REPORT

RFO presented the accounts, copy attached.

Cllr. Rozier proposed acceptance of accounts, seconded by Cllr. Johnston. A vote of thanks was given to Malcolm Bayly for his internal audit.

Cllr. Johnston proposed that the Parish Council again wishes to certify themselves as exempt from a Limited Assurance review under sec. 9 of the Local Audit (Smaller Authorities) Reg 2015, seconded by Cllr. Jones. The RFO next read out, explained, and completed the Governance Statement, it was then proposed by Cllr. Jones to approve this statement, seconded by Cllr. Johnston. The RFO went through and explained the Accounting Statement, Cllr. Rozier then proposed the Accounting Statement also be approved as true and correct, seconded by Cllr. Johnston.

The precept for the year has been received.

Payments were made to:

The Clerk – salary £240.96 – proposed Cllr. Johnston, seconded Cllr. Reay

Honington & Sapiston Village Hall – meeting room hire £21.00 – proposed Cllr.

Rozier, seconded Cllr. Reay

SALC – yearly subscription £144.92 – proposed Cllr. Mountford, seconded Cllr.

Johnston

FMPC35/21 COUNTY COUNCILLORS REPORT

Firstly Cllr. Spicer wished to thank the Chairman, Members and Clerk for their help, support and advice to herself over the last year. Cllr. Spicer was pleased to have



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been re-elected Blackbourn County Councillor and will continue to work with the Council and residents to ensure fair and needed provision of local services. Cllr. Spicer reported that it is hoped Fakenham Magna will be one of first parishes to trial the new ANPR system to monitor speed. Cllr. Spicer is still working to help get drainage in village improved, is pleased to report the bridge repairs had been completed again, and wished to advise that all the local schools - Barnham, Honington and Ixworth were all currently oversubscribed.

(A full copy of Cllr. Spicer's report is attached to these Minutes.)

FMPC36/21 BOROUGH COUNCILLORS REPORT

Cllr. Smith had much to report including how West Suffolk Council had responded to the Covid-19 pandemic with its funding for business grants, increasing all Councillor's Locality Budgets increased by roughly 20% to be able to assist with any local covid related needs. The Council had worked hard to reduce the number of rough sleepers and households in temporary or emergency housing. A public consultation of the new Local Plan had been held just before Christmas; this had been very challenging as face-to-face meetings could not be held. A virtual village hall was created and participants were able to live chat with officers. Virtual meetings have been held and may be used more in the future.

Away from Covid-19 and work is progressing on the old Post Office façade retention work, The Mildenhall Hub which will bring together Mildenhall College Academy, Suffolk Police, West Suffolk Council, and the NHS in one building is on target to open this year. Climate change is also being tackled. All normal services have continued to be provided throughout this trying time.

(A full copy of this report is attached to these Minutes).

FMPC37/21 CLERKS REPORT

A yearly report was unavailable from the Police but a new Community Engagement Officer has been announced – PC1554 Lee Andrews-Pearce and he hopes to be able to work with the Council with regards to Speeding. There was no report from RAF Honington liaison.

The Clerk informed the Council about a series of Policies and Procedures due to come before the Council for approval; these include a Data Protection Policy, Records Retention Policy and an Internal Control Statement. Chairman gave a brief description of what they were and these will be circulated shortly.

A request had been received for a further donation of £14 towards Fakenham Magna's donation to the costs of producing 'The Link'. This was discussed and proposed it be paid and amount discussed again in November, 2021. Proposed by Cllr. Jones, seconded by Cllr. Rozier.

FMPC38/21 COUNCILLORS REPORTS

Cllr. Rozier had nothing to report.

Cllr. Johnston spoke of the recent TPO served on a resident's tree. Clerk reported circumstances of this and was able to confirm work will still be allowed on the trees concerned.

Cllr. Mountford had had no understanding of how much was involved in the Parish Council but was looking forward to working with everyone for the benefit of the residents.

Cllr. Reay thanked and applauded the Chairman's suggestions for the coming year. He was however concerned at the condition of the overgrown pavement at Pump



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Green and with the overgrowing hedge along the Chalk Farm pavement – this needs addressing. Cllr. Reay had completed trimming the hedges for now but consideration will need to be given to upkeep or replacement with a fence – to be discussed at future meeting.

Finally Cllr. Reay asked if it was possible to include the Council's website info in 'The Link' – Clerk will add this information next month.

FMPC39/21 LOCAL HISTORY RECORDER'S REPORT

Edward Wortley gave his report which covered the Church, with no weddings or baptisms during the year but sadly one funeral. No social events had been held due to Covid-19 restrictions. The oldest resident is now Mrs Vivian Gray. No talks or walks had been possible. All the Parish paths are in good repair despite fewer people walking them. Edward hopes next year's report will be better. Edward wished to thank the Clerk and the entire parish council for their support during the year. (A full copy of the report is attached to these Minutes)

Cllr. Jones proposed thanks to Edward for his continued support.

FMPC40/21 MATTERS FOR DISCUSSION

There were no further matters for discussion.

FMPC41/21 DATE OF NEXT ANNUAL GENERAL MEETING AND MEETING

AGM date to be advised.

The next meeting of the Parish Council will be held on Tuesday 6th July, 2021 commencing at 7:30pm at HSVH committee room.

CHAIRMAN:

DATE:

Open Actions May 2021

| ACTION | RESPONSIBILITY | TARGET DATE |
|---|-----------------------|--------------------|
| Village sign – price for renovation Contact resident | Cllr. Rozier Clerk | Next meeting |
| VAS repair or replace - prices | Cllr. Johnston | Next meeting |
| Flooding/drainage through village | Cllr. Jones | Next meeting |
| Village gateway repair price | Cllr. Johnston | Next meeting |
| Send entry for the Link | Clerk | 15/06/21 |
| Contact Barnham VH for constitution on attendance at meetings | Clerk | Next meeting |
| Distribute new Policies and Procedures for review prior to adoption | Clerk/Cllr. Jones | ASAP |