

## FRECKENHAM PARISH COUNCIL

**The Meeting of the Annual Freckenham Parish Council Meeting on  
Monday 13<sup>th</sup> May at 8.00 pm at Freckenham Village Hall**

### MINUTES

In attendance:

Cllr. Brooks  
Cllr. McCoig  
Cllr. A Smith  
Cllr. S Smith  
Cllr. Tucker

Also in attendance:

Clerk Naomi Alecock, District Cllr. Taylor and 9 members of the public.

### Annual Business

#### **1. Election of Chairman and receive Chairmans Declaration of Acceptance of Office**

Cllr. Tucker was proposed for the position of Chairman by Cllr. A Smith, seconded by Cllr. McCoig. All in favour. The Declaration of Acceptance of Office was signed and Cllr. Tucker was elected Chairman.

#### **2. Election of Vice Chairman and receive Vice Chairmans Declaration of Office**

Cllr. Brooks was proposed for the position of Vice Chairman by Cllr. Tucker, seconded by Cllr. S Smith. All in favour. The Declaration of Acceptance of Office was signed and Cllr. Brooks was elected Vice Chairman.

#### **3. Apologies for absence & approval of reasons tendered**

There were no apologies for absence.

#### **4. Declaration of interest and dispensations**

There were no declarations of interest or dispensations.

#### **5. Appointment of Councillor Representatives on outside bodies**

It was **RESOLVED** to appoint the following Councillors to the following outside bodies:

- SALC – Cllr. Brooks
- Shores Charity – Cllr. S Smith
- Village Hall Committee – Cllr. Tucker

#### **6. To confirm working groups for 2024/25**

It was **RESOLVED** to appoint the following Councillors to the following working groups:

- Risk assessments – Cllr. S Smith
- Speedwatch – Cllr. Tucker
- Recreational field – Cllr. A Smith

- Neighbourhood Plan – Cllr. Tucker

## **7. To approve the accounts for the year ending 31<sup>st</sup> March 2024**

The audited 2023/24 receipts and payments summary was presented. It was **RESOLVED** to **ADOPT** the accounts as presented. Proposed by Cllr. Tucker, seconded by Cllr. A Smith. All in favour.

The Section 1 – Annual Governance Statement of the Annual Return was presented. It was **RESOLVED** to authorise the Chairman and Clerk as the Proper Officer to sign the document. Proposed by Cllr. Brooks, seconded by Cllr. A Smith. All in favour.

The Section 2 – Accounting Statements of the Annual Return was presented. It was **RESOLVED** to authorise the Chairman and Clerk as the Proper Officer to sign the document. Proposed by Cllr. Brooks, seconded by Cllr. A Smith. All in favour.

The Certificate of Exemption of the Annual Return was presented. It was **RESOLVED** to authorise the Chairman and Clerk as the Proper Officer to sign the document. Proposed by Cllr. Brooks, seconded by Cllr. A Smith. All in favour.

## **8. To approve the Internal Auditor for 2024/25**

It was **AGREED** to appoint Anthony Preece as the Internal Auditor for 2024/25. Proposed Cllr. Tucker, seconded by Cllr. S Smith. All in favour.

## **9. To adopt the Standing Orders**

It was **RESOLVED** to adopt the standing orders with no changes. Proposed by Cllr. McCoig, seconded by Cllr. A Smith. All in favour.

## **10. To adopt the Financial Regulations**

It was **RESOLVED** to adopt the financial regulations with the removal of the brackets for the financial figures. Proposed by Cllr. McCoig, seconded by Cllr. Brooks. All in favour.

## **11. To review and confirm the asset register**

It was agreed to **DEFER** this item until the July meeting to look at the insurance cover for the assets and depreciation values.

## **12. To receive the calendar of meetings for the 2024/25 civic year**

The calendar of meetings for the 2024/25 civic year were presented. It was **AGREED** with one amendment to move the September meeting date from the 9<sup>th</sup> to the 16<sup>th</sup>.

## **13. To resolve to use the General Power of Competence for 2024/25**

It was **RESOLVED** to use the General Power of Competence for 2024/25. Proposed by Cllr. A Smith, seconded by Cllr. Tucker. All in favour.

## **Ordinary Business**

## **14. To receive approval of minutes of the meeting held on Monday 11<sup>th</sup> March 2024 from those members present at the meeting**

It was **RESOLVED** to adopt the minutes from the meeting on Monday 11<sup>th</sup> March 2024. Proposed by Cllr. Tucker, seconded by Cllr. A Smith. All in favour.

## **15. Public Participation**

There was no public participation.

## **16. Police Report**

There was no police report received.

## **17. District Councillors Report**

Cllr. Taylor sent his apologies for this meeting but gave an update at the Annual Parish Meeting.

## **18. County Councillors Report**

Cllr. Stanbury was not in attendance but has sent an annual report to the Parish Council.

## **19. Planning Consultations**

The following planning application was considered:

### **19.1 DC/24/0508/FUL – Planning application – conversion of existing cart lodge and outbuilding to one dwelling – Proposed dwelling, Church Lane, Freckenham**

It was **RESOLVED** to **SUPPORT**. Proposed by Cllr. A Smith, seconded by Cllr. Tucker. All in favour.

### **19.2 DC/24/0577/TPO – TPO 182 (1972) tree preservation order – one Yew (T1 on plan, within area A1 on order) crown lift to three metres above ground level – Flat B, Freckenham Houe, Mildenhall Road, Freckenham**

It was **RESOLVED** to **SUPPORT**. Proposed by Cllr. A Smith, seconded by Cllr. Tucker. All in favour.

## **20. Parish Matters**

### **20.1 To receive an update on the installation of the memorial bench for Cllr. David Wheeler**

The base has been installed and we are now awaiting the bench to be installed.

### **20.2 To discuss the issue of moles on the recreation ground**

It was **AGREED** not to proceed with any measures to remove the moles.

### **20.3 To discuss village lighting**

The decarbonisation fund form has been submitted and we are awaiting the payment. Queries were raised about one streetlight on Church Lane and one on the corner of North Street that have not been upgraded.

### **20.4 To discuss the issue of pavement parking**

It was **AGREED** to request a visit from the West Suffolk Council Parking Enforcement Officers. Letters will be drafted and sent to those who are parking their vehicles on pavements. A notice is to be put in the Parish Pump to advise parishioners not to park blocking pavements.

## 20.5 To receive an update on litter picking

There has been one resident who has requested a litter picker and bags. It was **AGREED** to add Cllr. Tuckers address to facebook to make residents aware of where litter pickers and bags can be collected from. It was also **AGREED** to obtain a quote for 10 litter pickers that the Parish Council can lend out.

## 20.6 To receive an update on village classification

The village classification is with West Suffolk Council for consideration and we are awaiting the outcome.

## 20.7 To discuss the Community Speedwatch

Cllr. Tucker has one speed camera and will obtain another from Sue Cornell. We are in need of volunteers to run the Community Speedwatch.

PC Emma Harper is aware of the widespread issue of speeding through the villages and is hoping to set up a meeting to discuss a way forward. Once the date is confirmed Cllr. Tucker will attend.

## 21. Financial Matters

### 21.1 To receive the monthly bank accounts

It was **NOTED** that the precept of £15,800 has been received leaving a balance of £462.04 in the current account and £32,655.25 in the deposit account.

### 21.2 Agree payments and expenses

#### Retrospective approval of invoices (subject to 5.5(a) of the standing orders)

<u>Date</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
19/03/2024	SCC - streetlight maintenance 2023-24	£3,441.75	£688.35	£4,130.10
26/03/2024	SALC - payroll up to 31/03/24	£23.00	£4.60	£27.60
28/03/2024	Gipping Press - Spring 24 Parish Pump	£282.00	£0.00	£282.00
31/03/2024	Suffolk Cloud - website hosting 01/04/24 - 31/03/25	£120.00	£0.00	£120.00

#### To be approved

31/03/2024	Village hall hire - NP meetings 01/04/23 - 31/03/24	£84.00	£0.00	£84.00
01/04/2024	SALC - membership 2024/25	£210.05	£0.00	£210.05
01/04/2024	Lease of playing field - Chippenham Road	£5.00	£0.00	£5.00
01/04/2024	Emptying of dog bins 01/04/24 - 31/03/25	£316.31	£0.00	£316.31
15/04/2024	Maintenance works to playground	£4,541.10	£908.22	£5,449.32
30/04/2024	Clearance of vegetation and fallen tree	£300.00	£60.00	£360.00
02/05/2024	Internal audit fees	£75.00	£15.00	£90.00
07/05/2024	Insurance for mower	£157.63	£0.00	£157.63
08/05/2024	Clerk expenses	£48.61	£0.00	£48.61
09/05/2024	A Smith expenses	£65.61	£0.00	£65.61
		<b>£9,670.06</b>	<b>£1,676.17</b>	<b>£11,346.23</b>

It was **RESOLVED** to **APPROVE** the above payments and expenses. Proposed by Cllr. Smith, seconded by Cllr. Tucker. All in favour.

**21.3 To discuss payments to HP Instant Ink and Microsoft 365**

These payments are currently paid by the Clerk and reimbursed through expenses. It was **AGREED** to set these payments up to come directly out of the Parish Council bank account. Proposed by Cllr. A Smith, seconded by Cllr. Tucker. All in favour.

**21.4 To consider a quote for a one-off grass cut of the playground**

It was **AGREED** that this quote is no longer required.

**22. Exchange of information**

It was noted that the hedge of Woodlands House, Elms Road is overhanging the right of way to the playing field, a letter will be sent to the resident asking for this to be maintained.

**23. Date and time of next meeting – Monday 8<sup>th</sup> July 2024 at 7.30pm in Freckenham Village Hall, 7 Fordham Road, Freckenham, IP28 8JB**

The meeting closed at 20.42pm.