

# FINNINGHAM PARISH COUNCIL

*Minutes for the PARISH COUNCIL MEETING held on  
Tuesday 12<sup>th</sup> July 2022  
in St. Bartholomew's Church, Finningham, starting at 7:30pm*

**Present:** Cllr A. Kilbee, Cllr J. Miller, Cllr L. Charter, Cllr P. Trew, Cllr J. Black

**In attendance:** Miss J. Challis (Clerk), DC & CC Cllr Mellen, and 2 members of the public.

**22.83 Visiting speakers**

The Footpath Warden sent his report in advance of the meeting, a copy of which can be found as an addendum at the end of the minutes.

Cllr Mellen sent a copy of his DC and CC reports prior to the meeting, which can be found as addendums at the end of the minutes.

**22.84 Contribution by Members of the Public**

None.

**22.85 Apologies and approval of absence**

Apologies were received from Cllr Winter (family commitments) and Cllr Arthur (on holiday). Cllr Charter proposed approval of the absences; seconded by Cllr Trew and approved unanimously. Apologies were also noticed from the Footpath Warden.

**22.86 To receive any pecuniary or non-pecuniary declarations of interest from Members and any Gifts of Hospitality.**

None received.

**22.87 To consider requests for dispensations on agenda items**

None received.

**22.88 Approve minutes of the Parish Council meeting held on 14<sup>th</sup> June 2022**

Cllr Charter proposed approving the minutes of the Parish Council meeting held on 14<sup>th</sup> June 2022 as a true and correct record; seconded by Cllr Miller and approved unanimously with one abstention (Cllr who was not present at the meeting). The Chairman then signed the minute book.

**22.89 Matters arising from the Parish Council meeting held on 14<sup>th</sup> June 2022**

All covered elsewhere on agenda.

**22.90 Chairman's Report**

A quick update on the installation of the new village sign at Rob Hall Corner. There has been no movement on this except an email from SCC Highways to ask if Gislingham had purchased their own sign and where ours will be for the contractor to collect at the time of installation. Jane can give us an update on the former. On the latter, I ask Jim Miller if he would keep the sign and brackets at the farm, as it is very close to the site.

I had a discussion with Nige regarding the work needed on the Green to the Play equipment to satisfy last year's Safety Audit. Most of it could be done by a work party in a morning or so. One difficult problem is the Activity Equipment. Evidently, the chains do not comply with the current standards. I have been in touch with the suppliers, Playdale, who told me that, as the equipment was installed before the Standard was put in place, we do not have to comply with it. I need to verify that statement, as I do not want to leave us exposed if there is an incident.

To be able to do the work we shall need some volunteers. This comes back to the problem of getting the message through to the village residents. I am hoping that Emily's presentation later in the Agenda will give us something to work on.

**22.91 Clerk's Report**

Gislingham Parish Council have approved purchase of their side of the village sign at Rob Hall Corner, but it has not yet been delivered.

There is an update on the bus services from Gislingham which go to Stowmarket and Diss, via Finningham, as below. These commenced at the end of June.

**BUS SERVICE UPDATE :**

Thursday 457 Service to STOWMARKET (via Finningham/Bacton/Cotton/Mendlesham/Stowupland)  
Leaves Gislingham 9.30am - Arrives Stowmarket (Argos) 10.30am  
Leaves Stowmarket (Argos) 1.00pm - Arrives Gislingham 1.55pm  
Friday 456 Service to DISS (via Haughley/Bacton/Finningham/Eye)  
Leaves Gislingham 10.06am - Arrives Diss (bus station) 10.35am  
Leaves Diss (bus station) 1.15pm - Arrives Gislingham 1.46pm

National Grid East Anglia GREEN Energy Enablement consultation: The council's objection response was sent to National Grid and copied to Jo Churchill MP. Acknowledgments have been received from National Grid and Jo Churchill.

**22.92 Presentation by Emily Durrant on village green play equipment, and communication ideas (between Parish Council and residents)**

Cllr Kilbee introduced member of the public Emily Durrant who had previously contacted the Parish Council in relation to the play equipment on the green. Cllr Kilbee has invited Emily to present her suggestions for improvements to the play equipment, alongside ideas for ways to achieve better communication between residents and the council.

8:07pm Cllr Black arrived at the meeting

**Communication:**

There followed a discussion with ideas from Emily to create a more digitalised communication system, including organising a leaflet drop asking residents if they would be happy to share their email addresses to enable the council to create an online database. This is something that was started by the previous Clerk so some of the groundwork has already been done.

8:21pm Cllr Mellen arrived at the meeting

Cllr Mellen said that he was planning to deliver some brochures locally and was happy to include a leaflet from the council whilst delivering in Finningham.

After further discussion it was agreed to progress the database, and a Facebook page which the Clerk will create, alongside the website. Cllr Kilbee will speak to Friends of Finningham regarding their newsletter, which may be a better direction for Emily to channel her ideas.

**Play Equipment:**

Emily presented ideas to develop the play equipment on the green further by way of a track making use of the area around the trees. Councillors agreed that the green is a village asset to be made best use of, but were unsure that a bike track was appropriate, raising concerns it may spoil the green. Cllr Kilbee suggested looking at ways to organise a survey to ask residents what they would like to see. Cllr Trew suggested looking at some form of log cabin that could be used for teas/coffee and be a permanent feature on the green.

It was decided to discuss the green and development of the play equipment further at the next meeting.

Cllr Kilbee thanked Emily for her input and invited her to attend the next meeting.

**ACTION**

- **Cllr Kilbee to speak to Friends of Finningham as above**
- **Clerk to set up a Facebook for the council**
- **Cllr Kilbee to liaise with Cllr Mellen re leaflet drop**

Cllr Kilbee proposed returning to agenda item 1, approved unanimously.

**(22.83 Visiting speakers)**

Cllr Mellen read through his District and County Councillor reports.

Cllr Kilbee thanked Cllr Mellen for his reports, and his help with the leaflet drop discussed under the previous agenda item.

8:27pm Cllr Mellen and Emily Durrant left the meeting

**22.93 Update from the Village Footpath Map Working Group**

Cllr Black reported that the QR codes have been affixed to the footpath posts. There is nothing that needs to be added to the information against each of the walking routes. After discussing it was agreed that there is no need for the leaflets and the project can now be classed as complete.

**22.94 To discuss the emergency plan.**

Ways to share details of the plan to residents other than the website were discussed under agenda item 10. The plan itself is ongoing.

**22.95 To discuss and approve an Annual Newsletter to everyone in the village, incl. approval of Newsletter name.**

Cllr Kilbee again reminded councillors and the clerk to forward a photograph of themselves with a short autobiography to be included in the first newsletter and asked them to consider suggestions for a name. Cllr Winter is collating a list of local services to include and will forward a first draft of the newsletter to councillors once ready.

**ACTION – Clerk/all councillors**

**22.96 To discuss the footpath from the crossroads to the green**

Cllr Kilbee reported that disappointingly, following approval from the Parish Council to proceed with the footpath work at the last meeting, there has been no progress from either SCC or Suffolk Highways. The Principal Engineer at SCC has advised that they are waiting for a response from Suffolk Highways and will update as soon as it has been received.

**ACTION –Cllr Kilbee to advise as soon as an update has been received**

**22.97 To discuss organising a litter pick**

Cllr Kilbee proposed councillors formed a working group to spend a day litter picking and cleaning the play equipment. After discussing, Cllr Trew suggested delegating areas of the green and equipment and spreading the work over a few days to fit in around councillor's other commitments. Agreed unanimously. Cllr Kilbee will make Cllr Arthur once he has returned from holiday.

**ACTION – All councillors as above**

**22.98 To discuss new battery and pads for the defibrillator**

This item needs to be discussed with Cllr Winter to see whether a new battery and/or pads are required. Cllr Kilbee proposed approving spending up to £200 for a new battery and/or pads if they are needed, rather than waiting until the next meeting in September. Seconded by Cllr Trew and approved unanimously.

**ACTION – Cllr Kilbee to speak to Cllr Winter to see if a new battery and/or pads are required, and arrange their purchase if needed**

**22.99 Correspondence received**

- Parish Trees, Hedgerows and Wildflowers Scheme 2022 - In 2021, as part of a biodiversity action plan, BMSDC provided free trees and hedgerow plants to all parishes.  
They are repeating the scheme in 2022, offering trees and hedging for planting on land with public access, whether owned by a council, parish or community group. After discussing councillors decided to request wildflowers to be planted on the area of land by the school layby, which will not affect the line of sight for traffic in either direction, and possibly the edge of the green near the parking area by the houses.
- BMSDC Corporate Peer Challenge Review - BMSDC invited the Local Government Association in to undertake a Corporate Peer Challenge Review in March 2022. The Peer Team spoke to more than 200 people, including officers, councillors, stakeholders, and partners to provide a sense check on how they are performing – and suggest some improvement opportunities. The findings have been published and can be viewed BMSDC's website: <https://www.midsuffolk.gov.uk/assets/The-Council/Performance/Babergh-Mid-Suffolk- Corporate-Peer-Challenge-report.pdf>

**22.100 Finance**

**a. RFO's report (bank balance, receipts, and payments)**

**Balances as of 29/06/2022**

**Community Bank Account**

**Balance as of 29 June 2022: £23,275.46**

(Balance as of 28 May 2022: £24,790.09)

Receipts (since 28 May 2022): £1,36.00

Payments (since 28 May 2022): £2,750.63

**Deposit Account**

Balance as of 29 June 2022: £3,330.43

**General funds: £12,548.90**

**Reserves (1/2 of precept & election costs): £4,256.85**

**Restricted funds (CIL & grants not spent): £9,800.14**

**b. Requests for payment**

Admin J. Challis - £203.49

HMRC J. Challis - £50.80

Clerk expenses (J. Challis mileage) - £31.32

Anglia Signs (beacon plaque) - £124.99

SWALEC (electricity DD) - £35.19

**TOTAL payments - £445.79**

Cllr Charter proposed authorisation of the above payments; seconded by Cllr Trew and approved unanimously.

**ACTION - Cllr Kilbee and Cllr Winter to pay the above approved payments by bank transfer (dual authorisation)**

Due to there being no meeting in August, Cllr Kilbee proposed that any urgent payment requests received from the Clerk be approved by email and recorded in the October minutes. Seconded by Cllr Charter and approved unanimously.

The Clerk confirmed that the correspondence address for both Barclays bank accounts have been updated.

**c. Reapproval of trade account with Lawes**

After discussing, it was agreed that in order to comply with NALC's model financial regulations, the trade account would be closed, and any purchases made would be reimbursed by an expenses system.

**ACTION – Clerk to advise Lawes as above**

**22.101 To consider and approve Standing Orders**

Deferred.

**22.102 To consider and approve Financial Regulations**

Deferred.

**22.103 To consider and approve Internet Banking Policy**

Deferred.

**22.104 To consider and approve Asset Register**

Deferred.

**22.105 To consider and approve Internal Control Statement**

Deferred.

**22.106 To consider and approve Risk Assessment for Volunteers**

Deferred.

**22.107 Planning**

a. To consider applications – None.

b. Decisions & to consider planning matters coming forth.

- AWAITING DECISION: DC/22/02811 – Application for Planning Permission. Planning Application – Erection of an open Dutch style barn for storing machinery, equipment, and hay for agricultural purposes. Mill Farm, Station Road, Finningham, IP14 4TH
- AWAITING DECISION: DC/22/02995 – Application for works to tree (s) in a conservation area. Notification of Works to Trees in a Conservation Area – Coppice 1No. Yew tree (T1). Yeoman House, Church Green, Finningham, Stowmarket, Suffolk, IP14 4HU
- GRANTED: DC/22/02242 – Application for Planning Permission. Full Application – Erection of agricultural building for the drying, cleaning and storage of combinable crops, machinery, and agricultural inputs. Rob Hall, Walsham Road, Finningham, Suffolk, IP14 4JL.
- WITHDRAWN: DC/22/02359 – Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 – Erection of a steel framed open dutch style barn

with a corrugated roof to protect farm machinery and cropped hay. Mill Farm, Station Road, Finningham, Stowmarket, IP14 4TH  
All planning applications received up to the date of the meeting will be discussed.

**22.108 Questions to Chairman**

None.

**22.109 Items to be discussed at the next meeting and included in the July agenda.**

Cllr Trew – the VAS (vehicle activated speed) device.

The Chairman declared the meeting closed at 9.24pm