



GREAT FINBOROUGH PARISH COUNCIL

Minutes of the Annual Parish Council meeting held at the Village Hall, Great Finborough
Monday, 12th May 2025 at 8.10pm.

Present:

Councillors: A Mann (Chairman)
 R Burton
 J Kemp
 S Waspe
 L Morgan
 J Spencer

In Attendance Mrs J Blackburn – Clerk

GFPC29/25/26 – ELECTION OF CHAIRMAN

Cllr Spencer declared the meeting open.

Cllr Spencer proposed that Cllr Mann be elected as Chair, which was seconded by Cllr Morgan. **Decision** – Cllr Mann was duly elected Chair.

Cllr Mann signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

GFPC30/25/26 – ELECTION OF VICE CHAIRMAN

Cllr Spencer proposed that Cllr Morgan be elected as Vice-Chair, which was seconded by Cllr Kemp. **Decision** – Cllr Morgan was duly elected Vice-Chair.

GFPC31/25/26 - APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Barron.

GFPC32/25/26 – DECLARATIONS ON INTEREST

None had been received.

GFPC33/25/26 – APPLICATIONS FOR DISPENSATION

None had been received.

GFPC34/25/26 – TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 7th APRIL 2025

It was AGREED: That the Minutes of the previous meeting held on 7th April 2025 were approved as a true record and were signed by the Chairman.

GFPC35/25/26 – APPOINTMENT OF MEMBERSHIP TO OUTSIDE BODIES

It was AGREED: That Membership continued for the Suffolk Association of Local Councils (SALC) and that Cllr Spencer be the representative to that body.

GFPC36/25/26 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £385.89 be paid to SALC in order to renew the Parish Council's membership.

GFPC37/25/26 - PUBLIC FORUM

Two members of the public were present.

GFPC38/25/26 – TO RECEIVE THE COUNTY COUNCILLORS REPORT – CLLR PENNY OTTON

Cllr Otton was not present at the meeting and a report had not been received.

GFPC39/25/26 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR JOHN MATTHISSEN

Cllr Matthissen was not present at the meeting. His report had been circulated prior the meeting and would be published on the village website.

GFPC40/25/26 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk had nothing to report other than what was on the Agenda.

b) TO RECEIVE THE CLERK'S FINANCIAL REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts as of 7th May 2025 was £37,313.24.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Apr)	£469.71
Digital Copy Centre	Newsletter printing	£220.00
Loopee Loo Toilets	Portable toilet for VE Day event	£132.00
Luca Gambling	Litter Picker's Pay (Apr)	£30.20
HMRC	PAYE to end 5th May	£142.69
Jennie Blackburn	Clerk's Office Allowance/Exp (Apr)	£36.82
Trevor Brown	Internal Audit 2024/25	£300.00
Robinson Arnold	Garden Maintenance	£130.80

It was AGREED: That payments totalling £1,462.22 be authorised and actioned by the Clerk.

The following receipts were noted.

MSDC	Precept - 1st instalment	£8,897.00
Digital Copy Centre	N/L advert	£93.50

d) ANNUAL GOVERNANCE STATEMENT – 2024/25

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

e) END OF YEAR 31ST MARCH 2025 STATEMENT OF ACCOUNTS

The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk

f) **INTERNAL AUDITOR'S REPORT – 2024/25**

The Internal Auditor's Report for 2024/25 was received and it was noted that no recommendations had been made.

g) **CIL REPORT – 2024/25**

It was AGREED: That the CiL report for 2024/25 be approved and signed.

h) **ASSET REGISTER**

It was AGREED: That the Asset Register be approved.

It was noted that a check on the bins stated on the Asset Register should be reviewed. Also, the circular bench under the large tree in the village needed to be added. **Clerk to action.**

i) To approve the payment of £416.90 to British Legion – **All AGREED**

j) **FINANCIAL REGULATIONS**

The Clerk reported that the National Association of Local Councils (NALC) had informed Clerks that minor amendments had been made to the Financial Regulations. The amendments were within Procurement paragraphs 5.4 and 5.11.

It was AGREED: That the Financial Regulations be approved and adopted.

k) **GENERAL PRIVACY NOTICE**

It was AGREED: That the contact amendments to the General Privacy Notice be approved.

l) **STANDING ORDERS**

The Clerk reported that the National Association of Local Councils (NALC) had amended sections 14 and 18 of the Standing Orders and informed Clerk's to amend their copies.

It was AGREED: That the amendments be made and Standing Orders be approved.

GFPC41/25/26 – GENERAL POWER OF COMPETENCE

It was AGREED: That the Parish Council met the conditions of eligibility set out in the Schedule to the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012, thereby enabling it to use the General Power of Competence. This would remain valid until the Annual Meeting following the next Ordinary Election in May 2027.

GFPC42/25/26 - PLANNING APPLICATIONS

None had been received.

GFPC43/25/26 - PLANNING DECISIONS

None had been received.

GFPC44/25/26 – CIL FUNDS

Members discussed possible projects for the CiL money as follows:

- Solar powered Speed Indicator Signs (SIDs) – locality funding could be an option
- Lake works – cost could be in the thousands so was beyond what the Parish Council could achieve

- Low level lighting around Primary School – Liaise with School. **Cllr Kemp to action.**
- Picnic tables / football goals / lines on car park – Further investigation **Cllr Kemp to action.**
- Bin store – Village Hall – Liaise with the Trustees **Cllr Mann to action.**
- Planted borders around village – idea held for the future
- Container (clad to ensure blends into location) – to store tools and mower in including litter pick items – Cllr Mann had looked into a price – Portable Space - £1,600 plus approximately £800 to clad it – other options to be explored – **Cllr Mann to action.**
- Sit on lawn mower – not to be pursued
- Signage for Litter Picks – Cost to be explored and share with members via email **Cllr Mann to action.**

Cllr Mann reported in relation to a possible height restriction at the entrance to the car park could cost in the region of £2,500.

Members discussed the bus shelter, its use and what it could be used for in the future. **Clerk to put on next Agenda.**

GFPC45/25/26 – LITTER PICKERS

As part of the review of the new financial year, members discussed the current Litter Pickers and what their future plans were in relation to University or travelling.

It was AGREED: That the Clerk write to the Litter Pickers to ascertain their plans.

GFPC46/25/26 – COMMUNITY SPEEDWATCH

Cllr Mann reported that more volunteers were needed to join the team. He stated that he also would like to hand over the Co-ordinator duties to someone else explaining that it would involve approximately 1½ hours of work a month. He confirmed that he would promote the team and role in the next Newsletter. **Cllr Mann to action.**

GFPC47/25/26 – SPEED SURVEYS UPDATE

It was noted that the Traffic Survey was in progress at the current time.

GFPC48/25/26 - PETTIWARD HALL

a) FINANCIAL CONTRIBUTION FOR LEGAL COSTS – TITLE DEEDS

Members considered the Parish Council's end of year accounts position and following a brief discussion it was agreed that a contribution be given to the legal fees that the Trustees incurred for the land registry of a piece of land at Pettward Hall.

It was AGREED: That the Parish Council contribute £500 towards the legal costs.
Clerk to action.

GFPC49/25/26 – PLAY AREA

a) INSPECTION REPORT

The Inspection Report had been received and circulated to members prior the meeting.

Cllr Mann reported that he had gone through the items, which were all either 'very low risk' or 'low risk'. He confirmed that he had completed some actions as suggested in the report.

b) SIGNAGE

Cllr Mann suggested that a label with the Parish Council's contact details could be put onto the current signage at the Play Area. **All agreed.**

GFPC50/25/26 - VILLAGE MAINTENANCE AND OPEN SPACE MANAGEMENT WORKING GROUP

It was reported that the soil had been laid around the wooden bench on the Green, and that after the seeding had taken place, the seed had been donated, the grass had been growing nicely.

Valley Lane – Cllr Mann reported that he had fixed the gate of the entrance to the public footpath on Valley Lane, although the posts were rotten so needed to be reported.

The 30mph sign on Valley Lane, on the right as entering the village, had faded to the point of being blank – Cllr Spencer to inspect.

Cllr Mann reported that the Giant Hogweed seen at Woodpecker Hill needed to be dealt with. He suggested a meeting needed to be held of the Working Group as the Hogweed needed to be assessed. Members discussed a possible date of Saturday, 28th June and would be advertised in the Newsletter as a Village Clean Up event.

GFPC51/25/26 - FLOOD WORKING GROUP

Cllr Mann reported that a meeting had taken place with the Environment Agency (EA), which had been positive, in relation to Leaky Dams. The owner of Little Finborough Farms had stated a willingness to have a dam on his land. Costs involved would be £280 per dam, with the funds being sought from funding sources.

GFPC52/25/26 - BIODIVERSITY ACTION GROUP

Five Swift boxes had been installed around Petteward Hall.

GFPC53/25/26 – EMERGENCY PLAN

There was nothing to report.

GFPC54/25/26 - FOOTPATHS

Cllr Burton reported that footpaths over farmland had been reinstated. Also, as mentioned earlier, the entrance gate on Valley Lane was rotting.

GFPC55/25/26 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- V E Day event – Cllr Morgan would notify other members of the amount made and would transfer the money for the portable toilet.
- Reports made of weed killer to the middle ditches field had spilt over to the verge. That had happened in the past also and it was felt that the landowner needed to be informed it was unacceptable.
- Newsletter Archives – next Agenda

GFPC56/25/26 – 2025/26 MEETINGS

Monday, 9th June 2025
Monday, 28th July 2025

Monday, 8th September 2025
Monday, 13th October 2025
Monday, 10th November 2025
Monday, 8th December 2025
Monday, 12th January 2026
Monday, 9th March 2026

GFPC57/25/26 - DATE OF NEXT MEETING

It was AGREED: That the next meeting of the Parish Council to be held on Monday, 9th June 2025 at 7.30pm

The meeting finished at 9.20pm

Chairman: Dated: