



GREAT FINBOROUGH PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Great Finborough **Monday, 13th January 2025 at 7.30pm.**

Present:

Councillors: J Spencer (Chairman)
A Mann
J Barron
R Burton
J Kemp

In Attendance Mrs J Blackburn – Clerk
County Cllr P Otton

GFPC101/24/25 – APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Waspe and Cllr Morgan.

GFPC102/24/25 – DECLARATIONS ON INTEREST

Cllr Barron declared an interest in item 9b on the Agenda.

GFPC103/24/25 – APPLICATIONS FOR DISPENSATION

None had been received.

GFPC104/24/25 – TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 9TH DECEMBER 2024

It was AGREED: That the Minutes of the previous meeting held on 9th December 2024 were approved as a true record and were signed by the Chairman.

GFPC105/24/25 – PUBLIC FORUM

There were five members of the public present.

Members of the public raised the following issues:

- The printer of the village Newsletter had changed – also the collector of the Newsletter had stood down therefore needed someone to do this – Cllr Mann stated that he would stand in.
- Sally Gooch updated Members on the 'Good Neighbour Scheme' – GIFT and how the programme was due to be launched at the end of the month via Social Media. Unfortunately, the launch would not coincide with the circulation of the village Newsletter on this occasion. She explained that the start-up costs would be covered by the District Councillor's Locality Funding.
- Mary Preece reported that she would be stepping down as one of the Trustees, along with her husband, David Preece, in March. The running of Pettward Hall would be taken over by volunteers who had approached the Trustees to join. In March vacancies would consist of six volunteers, two of which would be co-opted. She added that the Parish Council could nominate someone with a couple of interested people who would be willing to be nominated. **Clerk to put on next Agenda.**

- James Sinclair, Great Finborough School, reported on the next stage of the planning process and confirmed that discussions were taking place in relation to items raised.

The Clerk explained that as no further application from the School had been received by the Parish Council an extraordinary meeting did not need to be arranged for February at the current time.

GFPC106/24/25 – TO RECEIVE THE COUNTY COUNCILLORS REPORT – CLLR PENNY OTTON

Cllr Otton's report had been circulated prior to the meeting and would be published on the village website.

She reported on the White Paper on Devolution explaining that the merging of County and District Councils had been agreed to take place at Cabinet. Both Suffolk and Norfolk had agreed to become Unitary Councils and had informed the Government of their approval. It would mean that there would be no County Council elections during the year.

In relation to the water leakage at Buxhall Hill, Cllr Otton reported she had received an email from Suffolk Highways which confirmed that the Highways Assessment Officer had advised that there was an ongoing drainage issue on the top of the hill as you come out of Great Finborough. It was currently listed with the Drainage Team to action as and when resources allowed.

It was also noted that another concern further down on Purple Hill which was a landowner issue and had been referred to the Enforcement Team.

GFPC107/24/25 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR JOHN MATTHISSEN

Cllr Matthissen's report had been circulated prior to the meeting and would be published on the village website.

GFPC108/24/25 – HIGHWAYS

a) Buxhall Road

This item had been discussed during the County Cllr's Report.

GFPC109/24/25 – REGISTRATION OF LAND – PETTIWARD HALL

Mary Preece, Village Hall Management Committee (VHMC) reported that during the registration of the land at Pettward Hall costs had been incurred which had been more than anticipated and the Trustees therefore wished to ask for a contribution from the Parish Council.

The Clerk confirmed that should the Parish Council agree to a contribution, CiL money could be used.

Mary Preece explained that the Title could be upgraded in 12 years' time should more information come to light.

It was AGREED: That the Parish Council were in support of contributing towards the legal costs of the Title Registration and that it be put onto the next Agenda so in the meantime the accounts of the Parish Council could be checked.

GFPC110/24/25 – FINAL BUDGET FOR 2025/26

A Budget Meeting had taken place on Tuesday, 7th January where the figures were checked and agreed, which would lead to a 5% increase on a Band D property for the Parish Council's part of the Council Tax.

It was AGREED: That the Final Budget be approved.

GFPC111/24/25 – PRECEPT FOR 2025/26

It was AGREED: That the Precept for 2025/26 of £17,794 be approved.

GFPC112/24/25 – CIL EXPENDITURE

There was nothing to report.

GFPC113/24/25 - PLANNING APPLICATIONS

a) AP/24/00124 – Cagman’s Farm – Appeal Noted

b) Ref: DC/24/05361 – Householder Application – Erection of an Orangery following demolition of garage and erection of a Two Storey rear extension including detached double garage/cart lodge

Cllr Barron left the room for the discussion of this item

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

GFPC114/24/25 – CLERK’S REPORT

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

a) – APPOINTMENT OF NEW CLERK

Mrs Jennie Blackburn had been appointed as Parish Clerk & Responsible Financial Officer. Her contract would be produced and signed in due course.

b) – LITTER PICKERS HOURS

Members discussed the hours of the Litter Pickers and whether they should be a standard four hours. It was felt that the advice of SALC should be sought. **Clerk to action.**

c) – OFFICE ALLOWANCE FOR CLERK

Cllr Spencer proposed and Cllr Mann seconded that the standard £26 per month, approved by SALC, be paid to the Clerk for Office Allowance – **All AGREED.**

GFPC115/24/25 – FINANCE

a) – BANK RECONCILIATION

Cllr Barron reported that due to the dates on the financial documents, the figures didn’t quite add up. **Clerk to action.**

b) – PAYMENTS AND RECEIPTS

Payments were provided prior to the meeting.

It was AGREED: That the following payments be approved:

Bank Charges	£8.00
Parish Magazine Printing	£195.00
Clerk’s Salary	£404.98

L Gambling Litter Pick	£26.00
Hall Hire	£143.38
B Morgan Litter Pick	£39.00
Clerk's Final Salary	£93.40
Tax Payment for Q3 for Clerk	£366.60

GFPC116/24/25 – ITC

a) - WEBSITE

The Clerk explained that the quote had been circulated prior to the meeting which stated various costs, with the initial spend of £250 to set up the new website with Suffolk Cloud.

It was AGREED: That Suffolk Cloud website quote be accepted. **Clerk to action.**

b) – CREATION OF PARISH GOOGLE OR ONE DRIVE

Cllr Burton raised a suggestion for the Parish Council to create a shared drive where documents could be shared, rather than individual documents being emailed out to Councillors.

The Clerk suggested that she settle into the role and become familiarised with the Parish Council's affairs and to put this suggestion onto a future Agenda for further discussion – **All AGREED.**

GFPC117/24/25 – VILLAGE MAINTENANCE AND OPEN SPACE WORKING GROUP

a) – WORKING PARTY UPDATE

It was reported that a village litter pick was due to take place on 25th January.

Cllr Mann also reported that he and Cllr Waspe had spent time clearing Valley Lane ditch and culverts which had helped.

b) – LOCALITY FUNDING APPLICATION FOR CAR PARK POSTS AND HEIGHT RESTRICTOR UPDATE

Cllr Mann confirmed he would complete the application form as the funding was needed to stop people from parking on the grass near the play area off Middlefield Drive, by way of wooden posts.

Also, to research a height restrictor for the football ground car park.

GFPC118/24/25 – FLOOD WORKING GROUP

It was reported that the landowner at Hill Farm had a lake which could be extended to retain more water. Secondly, he had highlighted two potential areas for leaky dams as suggested by the Environment Agency to hold back water and help towards preventing flooding at Burford Bridge and properties along the way.

Cllr Mann and Cllr Waspe would meet with him to discuss taking plans forward.

GFPC119/24/25 – FOOTPATHS

a) – GOLF COURSE FOOTPATH UPDATE

There was nothing to report.

Cllr Burton reported that he had walked the footpaths and stated that a resident had notified him of a broken sign which needed to be replaced at Denzil’s Field, which he would report.

GFPC120/24/25 – MIDDLEWOOD PARKING

Cllr Mann reported that the abandoned car had been removed today.

GFPC121/24/25 – BIODIVERSITY ACTION PLAN

There was nothing to report.

GFPC122/24/25 – REGISTRATION OF LAND – PETTIWARD HALL

This item had been discussed earlier in the meeting.

GFPC123/24/25 – EMERGENCY PLAN

There was nothing to report.

GFPC124/24/25 – FINBOROUGH PLAY AREA

It was reported that Lacey Luther had carried out the check and had stated that the brambles needed to be cut back.

James Sinclair was asked if the School’s Facilities Department could continue to carry out the inspections of the play area, to which he confirmed he would check.

Cllr Mann reported that he would look at contractors to maintain the play area.

GFPC125/24/25 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Planning Application had been submitted for Hill Farm – invitation to have a look

GFPC126/24/25 – DATE OF NEXT MEETING

It was AGREED: That the next meeting of the Parish Council to be held on Monday, 10th March 2025 at 7.30pm.

The meeting finished at 9.10pm.

Chairman: Dated: