

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL

Minutes of the Meeting held on Monday 14 October 2024 at the Riverside Centre

Councillors present: Ian Norman (Chair), Rosemary Conibeer (Vice Chair), Richard Ayres, Richard Sayer, Annabel Warne and Jeremy Williams.

In attendance: Katherine Abbott (Parish Clerk)

1 Apologies for Absence

Apologies were received and approved from Councillors Jill Pass and Tim Plant.

2 Declarations of Interest for items on the agenda

There were no declarations of interest related to the agenda.

3 Minutes of the Meeting held on 9 September 2024

The Minutes were approved, without amendment, and signed as a true record.

4 Matters arising

(i) Delivery Group Meeting on 12 August 2024

As requested, the Clerk had contacted the representatives of SZC, ESC and SCC who had attended the meeting of the Delivery Group in August to seek their responses on the actions agreed at the meeting. SZC had assured the Parish Council that it would have the opportunity to input to the final plans.

(ii) Proposal for an outside gym facility

The application to the Sizewell Community Fund had been submitted, including certain governance documents from the Riverside Centre. A decision on the application was expected in January 2025.

(iii) Bike rack

An application to release c£85 from East Suffolk Council's Open Play Space Fund allocated to Farnham and Stratford St Andrew had been submitted and a decision was expected shortly. (Clerk's note: The application was approved shortly after the Meeting and a bike rack would be purchased once funds were released by ESC.)

Signed

(Chair)

Date.....

(iv) Traffic matters

The Chairman had had a further conversation with Sgt O'Neill of Suffolk Constabulary regarding speeding vehicles through Farnham. Sgt O'Neill had outlined proposals for the speed camera van would be located in the village at around six weekly intervals and that further use of motorcycle police would also be used. The Chairman provided details of historic statistics on speeding vehicles identified through the village.

5 Reports from District and County Councillors

Apologies had been received from Councillor Noble and Councillor Reid. They had both submitted written reports which were noted.

6 To take questions from members of the public

Councillor Williams outlined funding issues with the production of the *Ebb and Flow* community newsletter. It was agreed that this was a valuable publication to residents and accommodated the Parish Council's news items on occasion.

It was proposed by Councillor Williams, seconded by Councillor Norman by unanimous vote agreed that the Council would contribute £100 of S137 of the Local Government Act 1972 monies to the newsletter (in accordance with the 2023/4 spending limit of £9.93 per member of the electorate). This to be reviewed again in one year.

7 Verbal feedback from attendees of external meetings or training

(i) Use of the defibrillator (14 September 2024)

Training by representatives of SARS had been provided to members of the Parish Council, staff from the Riverside Centre and some members of the public. It was felt this had been informative, interesting and increased confidence in use of the defibrillator. It was noted that another session for those unable to attend in September could be arranged but minimum number required was 15.

(ii) Community Rest Centre training (1 October 2024)

Councillor Ayres outlined the purpose of this training in the use of the Riverside Centre as a designated emergency venue, as well as for the parish for a specific emergency in the more immediate vicinity.

(iii) Emergency Planning Workshop (8 October 2024)

Councillor Ayres referred to the current Emergency Plan approved in January 2024 and prepared on the template provide by the Joint Emergency Planning Unit (JPEU) and the version approved some years previously. It appeared that, in using the template provided by JPEU, some of the detail of the earlier plan had been lost.

It was proposed by Councillor Ayres, seconded by Councillor Sayer, and by unanimous

Signed

Date.....

vote agreed that Councillor Ayres would draft an updated Emergency Plan for consideration and agreement in due course. It was also agreed that Councillor Ayres would liaise with the Riverside Centre on matters related to the venue.

Councillor Ayres stated that he held the Council's Emergency Box and described the items it contained. He stated that some of these had expired and needed to be replaced. It was proposed by Councillor Ayres, seconded by Councillor Sayer, and unanimously agreed that £50 be allocated for these purchases. Councillor Ayres to provide the RFO with receipts in due course for reimbursement.

Councillor Ayres raised a query related to the Riverside Centre's resilience to a power outage especially as it was a designated emergency venue. It was agreed Councillor Ayres, in liaison with Councillor Conibeer, would discuss the matter, including the use of generators, battery storage sockets etc., with Steve Horner and Trevor Brame and report back to the Council in due course.

(iv) Sizewell C Community Forum (9 October 2024)

Councillor Norman reported that the Forum had been attended by Julia Pyke, Joint Managing Director of SZC who had stated that funding had been received as had the nuclear licence. An update on funding available from the Community Fund was given. The Forum was informed that some 108 apprentices had been appointed so far together with 1440 new employees; the eventual workforce would be made up of 50% staff from Hinckley Point. Some 500 workers were housed at the old Pontins site at Pakefield and a further 250 were working on the archaeological digs. Ground probing had commenced to assess temperature, water levels and seismic activity ahead of the base for the desalination plant being constructed. Some £12m was available for householders to update spare rooms etc., to let long term to a worker at SZC.

(v) Community Partnership (10 October 2024)

Councillor Williams reported that the Partnership had discussed its inequality programme, help to those impacted by the cost of living, access to food pantries, the Katch bus, an environmental mapping presentation together with £7500 available for environmental projects, and confirmation that it was possible to make more than one application to the SZC Community Fund, but not in tandem.

8 Pension re-enrolment

The Clerk advised that pension re-enrolment for her role was due in November 2025. She had spoken to the Pension Regulator and because her annual salary was below the threshold there was no requirement to enrol. The Parish Council agreed this and the Clerk was asked to send the necessary paperwork to the Regulator.

9 Annual Review of Standing Orders

The Parish Council's Standing Orders were reviewed, approved, and adopted unanimously.

Signed(Chair)

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10 Annual Review of Financial Regulations

The Responsible Finance Officer had prepared an updated version of the Financial Regulations based on the National Association of Local Councils recommended template (April 2024).

The Parish Council's Financial Regulations were reviewed, approved, and adopted unanimously.

11 Fit Villages initiative

Councillor Williams reported that this initiative had come out of the work of the Community Partnership and offered funding for a minimum of 8 weeks of exercise classes, including rental of a venue. It was hoped that the initial period of free classes would inspire people to continue to attend fitness classes and it became self-sustainable. To access the funding, the Parish Council needed to undertake a local survey; East Suffolk Council would pay for paper copies.

Subject to the results of the survey, the Parish Council could select the classes to offered and being mindful not to duplicate existing class offers.

It was proposed by Councillor Williams, seconded by Councillor Conibeer and by unanimous vote agreed that survey sheets for Farnham and Stratford St Andrew residents be inserted in the *Ebb and Flow* community newsletter and placed on the two noticeboards.

12 Update on the application to the Open Space Play Fund

The Clerk advised that the application for c£85 from this fund to purchase a bike rack had been submitted and a decision was awaited.

As stated at item 4 above, a week after the meeting the Clerk was informed that the application had been successful for £83.15.

13 Update on the application to the SZC Community Fund

The Clerk advised that the application for funds to purchase and install a capsule outdoor gym facility had been submitted by the deadline of 6 October. There had a been a request for additional detail and the Clerk would prepare this for submission in the next week or so. A decision was expected from SZC in January 2025.

14 Responsible Finance Officer's report including Quarter 2 income and expenditure

The Responsible Finance Officer (RFO) stated that the current bank account balance was £4439.08.

The RFO sought authority to pay the Clerk's salary £304.08 (net) and HMRC (£76.02). This was approved. The balance, after these payments, would be £4058.98.

Signed(Chair)

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The Council was advised that a direct debit would be taken on 31 October 2024 by the Information Commissioner's Office for £40.

The payments authorised and made in September were checked by two Councillors against the bank statement and reconciled.

The Council received and noted the Quarter 2 income and expenditure report.

15 Clerk's report including correspondence log

The Clerk had nothing further to report beyond the items on the agenda.

16 Urgent business for discussion

Councillor Sayer enquired about local voluntary schemes to drive people to hospital/GP appointments.

After the meeting, the Clerk provided the Parish Council with the details of a voluntary group in Framlingham (Hour Community) which sought volunteers for such roles. Councillor Sayer undertook to make further enquiries as he sought a more informal approach.

17 Items of business for the next meeting on 11 November 2024

Appointment of an Internal Auditor for 2024/5; Internal Control Statement; Review of the Asset Register; Review of the Risk and Financial Risk Registers; Consultation response by the Council to the revocation of the Air Quality Management Scheme

The Meeting closed at 21.14hrs

Signed(Chair)

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