

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL

Minutes of the Meeting held on Monday 9 March 2026 at the Riverside Centre

Councillors present: Ian Norman (Chair), Richard Ayres, Jill Pass, Tim Plant, Richard Sayer, Annabel Warne and Jeremy Williams.

In attendance: Katherine Abbott (Parish Clerk/Responsible Finance Officer)

1 Apologies for Absence

Apologies for absence were received from Cllr Rosemary Conibeer

2 Declarations of Interest

There were no declarations of interest for items on the agenda.

3 Minutes of the previous meeting

The Minutes were approved without amendment.

4 Matters arising

(i) Allotment rent

The Chairman had spoken with one of the allotment tenants regarding the outstanding rent and in addition to the earlier correspondence from the Parish Council. The Parish Council said it was regrettable that the rent payment remained disputed after several months and that the allotment plot had been untended and was now untidy and overgrown. This was adversely impacting neighbouring plots through the wind dispersal of weed seeds etc. as well as being in breach of the tenancy agreement. **ACTION:** The Parish Council asked the Clerk to write to the tenant again seeking payment of the rent within 14 days and the tidying of the plot by the end of the month or that the plot be vacated and left in good order to the same timescale.

(ii) Overgrown hedge

The overgrown hedge had now been pruned back, as requested.

5 Reports of the District and County Councillors

Cllr Reid (SCC) and Cllr Noble (ESC) had both provided written reports which were noted.

6 Questions from members of the public

A resident had contacted the Parish Council to complain that a member of the public was repeatedly allowing their dog to defecate on the grass verge outside their home. Whilst the Parish Council sympathised with the homeowner, it had no powers to address this matter directly but offered advice on possible steps.

7 End of financial year report on Community Infrastructure Levy spend and balance

The Responsible Finance Officer's report was received and reviewed. The Parish

Council noted the balance of funds available, and the funds committed to planned items in the coming year.

8 Review of water sampling and analysis to date and future arrangements

The Parish Council discussed the analysis results it received from the regular samplings within the villages. The Parish Council considered these to be useful in spotting significant fluctuations in water quality to more quickly address issues and to ensure prompt awareness of any negligent actions. Councillor Sayer advised that he had contacted the Alde and Ore Association to arrange to meet and discuss its work and to better understand the results going forward. It was unanimously agreed that the Parish Council would continue to contribute to the analysis costs from Section 137 funds.

9 Update from external meetings

Councillor Norman provided a verbal summary of the key issues discussed at the Forum when it had met on 4 March; this included the Forum's response to the Parish Council's pre-submitted written questions. The minutes of the Forum were now also available on the Sizewell C website.

10 Establishment of a General Reserve/Contingency Fund

The Responsible Finance Officer referred to the Parish Council's previous decision to establish, over time and as funds allowed, a General Reserve/Contingency Fund. The indicative balance anticipated at the end of the current financial year was noted. **ACTION:** It was proposed, seconded and by unanimous vote agreed that, in accordance with Financial Regulations (paragraph 6.9 (iv)), the Responsible Finance Officer use delegated powers to internally transfer funds to the General Reserve/Contingency Fund as she deemed most appropriate over the course of the year and to report said transfer(s) to the Parish Council retrospectively. The ultimate target for the Reserve/Fund to be £4500.00 (approximately running costs for six months) in due course.

11 Transition to gov.uk emails in accordance with Assertion 10

The Clerk reminded the Parish Council of the requirements of Assertion 10 in this Regard and as previously discussed. **ACTION:** It was proposed, seconded and by majority agreed that Councillor Pass would act as 'pathfinder' for the Council by transferring to a gov.uk email in April. The Clerk would arrange for assistance to be provided in the setting up of the new email. Initially, the new email address would remain 'in house'.

12 Responsible Finance Officer's report

The Responsible Finance Officer reported:

- £156.81 VAT refund received from HMRC
- Salary costs
- Instant Access account for General Reserve/Contingency Fund now opened
- Current Balance after salary paid: £1924.76

13 Clerk's report

There was nothing additional to report.

14 Urgent items

There were no urgent items of business.

15 Next meeting

The date in April 2026 and indicative items for the agenda were noted.

The Meeting closed at 8.38pm