

FRESTON PARISH COUNCIL

Chairman: Henry Stogdon

Clerk: Jo Hazlewood – frestonpcclerk@gmail.com

Minutes of the meeting of **Freston Parish Council** held on 5th April 2023 at 7.30 p.m. at Freston Village Hall.

Present: Cllr H Stogdon, Cllr V Penn, Cllr G Stronach, Cllr R. Ross-Smith

In Attendance: Jo Hazlewood (Clerk) County Councillor S. Harley and 4 members of the public

1.	The Chairman welcomed everyone to the Parish Council Meeting Apologies for Absence: Cllr Jane Gould
2.	Declarations of pecuniary and local non-pecuniary interest 2.01 Councillors were invited to declare any pecuniary or non-pecuniary interests relevant to the Agenda – no declarations were received. 2.02 No requests for dispensations were received.
3.	Public Forum: 3.01 To receive reports for information from District and County Councillors. The reports had been circulated and some questions had already been answered at the Annual Parish Meeting by Cllr Harley. 3.02 To receive questions and matters of concern from members of the public who are present. There was a question about the progress of purchasing the defibrillator which is on the Agenda at item 5.02. A concern was raised about a minute from the January meeting, reporting on the state of Footpath 24 – the minutes recorded that the footpath had vehicular access for two households and the resident would like it recorded that there is also vehicular access to the south western corner of the allotments along Footpath 24.
4.	To consider and approve the minutes of the Parish Council Meeting held on 26 th January 2023. The Minutes of the meeting held on 26 th January were signed by the Chairman.
5.	Business remaining from previous meetings and ongoing projects: 5.01: To receive an update on the vehicles parked on the layby below Monkey Lodge. The Clerk had contacted Babergh and the Police on several occasions since the last meeting and had circulated the latest responses. The Clerk will continue to email them both. 5.02 To note the contents of the email from Cllr Simon Harley re notices for the layby. The advice had been received that it would be illegal for the PC to put notices in the layby but could ask the landowner whether a notice could be put on their hedge. 5.03: To receive an update on the proposed defibrillator. The Clerk had written to the Freston Boot and had received confirmation of their verbal agreement to have the defibrillator at The Boot. The next steps would be to seek additional funds, including locality funds, but these were currently on hold until May. It was suggested that a survey of the Booth be undertaken to determine the best position for the defibrillator. 5.04: To discuss any developments at St. Peters Church Freston – Cllr Stronach reported that the issue is lack of wardens to open the Church for all services and events. The rules governing the appointment of a church warden were quite

	stringent and it was therefore hard to find anyone who could undertake the role. Discussions are currently taking place with Revd Seggar about approaching the Archdeacon to see if there is a way forward.												
6.	<p>Administration Matters and new items or correspondence for consideration:</p> <p>6.01: To review and adopt the Publication Scheme</p> <p>6.02: To review and adopt the GDPR policy</p> <p>6.03: To review and adopt the FOI Request Policy</p> <p>All Councillors agreed to adopt the policies in 6.01, 6.02, 6.03. which would be added to the website.</p> <p>6.04: To consider a request for a contribution towards the publication of a book about Freston. A grant of £250 was suggested towards the publication of 500 copies and all Councillors agreed. It was suggested that a copy could be donated to each household in the village, but this would need further consideration.</p> <p>6.05: The contents of the Clerk's report, which had been circulated, were noted</p>												
7.	<p>Finance Matters:</p> <p>7.01: A financial report from the RFO's including the balance at the bank had been circulated. There were no questions.</p> <p>7.02: The draft accounts up to and including 31st March had been circulated and were agreed by the Councillors.</p> <p>7.03: To consider and agree a protocol for paying wages and invoices for services in between quarterly meetings. The Clerk would add a protocol for consideration in the Finance Regulations for the next meeting.</p> <p>7.04: To note the following payment has been made since the last meeting:</p> <table border="1"> <tr> <td>1.</td> <td>S. Buxton – grass cutting for year 2022</td> <td>£ 250.00</td> </tr> </table> <p>Councillors ratified this payment</p> <p>7.05: To agree the following payments</p> <table border="1"> <tr> <td>1.</td> <td>SALC – payroll services</td> <td>£ 22.80</td> </tr> <tr> <td>2.</td> <td>Mrs J Hazlewood – final quarter salary Jan–March 2023</td> <td>£ 296.95</td> </tr> <tr> <td>3.</td> <td>HMRC – final quarter PAYE</td> <td>£ 74.20</td> </tr> </table> <p>All Councillors agreed to the above payments</p>	1.	S. Buxton – grass cutting for year 2022	£ 250.00	1.	SALC – payroll services	£ 22.80	2.	Mrs J Hazlewood – final quarter salary Jan–March 2023	£ 296.95	3.	HMRC – final quarter PAYE	£ 74.20
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8	<p>Planning Matters</p> <p>8.01 To receive an update on the planning applications previously considered: DC/22/05595: Proposal: Householder Application - Erection of 1.8m high timber screening, 2.7m high timber pergola, permeable seating areas, and planting of native hedging and specimen trees. Location: 2 Berners Yard, Harkstead Lane, Woolverstone, IP9 1BF Granted The decisions relating to The Forge, as circulated, were noted.</p> <p>8.02: To consider new planning applications received: no new applications had been received</p>												
9..	<p>Parish Councillors' Reports:</p> <p>To note Councillors reports and activities since the last meeting: It was agreed that Regular newsletters will be sent out and in one of the newsletters there will be a questionnaire to ask parishioners what they would like the Parish Council to do for the village.</p>												
10.	<p>To consider items to be included in the next Agenda: councillors were asked to let the Clerk know of any items which they would like to be considered in the next agenda.</p>												
11.	<p>Dates of future Parish Council Meetings:</p> <p>The next Parish Council meeting will be the Annual Parish Council meeting, which must be held between 9th and 25th May when the new councillors take office.</p>												

Meeting finished at 8.20 p.m.

These minutes were signed by the Chairman on 17th May 2023 as a true record of the meeting – the original signed document is held by the clerk.