

Fyfield Parish Council – draft minutes

Minutes of the meeting of Fyfield Parish Council held on Monday 4th December 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.

Present: Councillor B Saward (Chairing), Councillors S Mead, G Codd, T Wadey, D Webster

In attendance:

2 members of the public, District Councillor Hadley & PC Shepherd

23.91	Apologies for Absence To receive and approve apologies for absence Apologies were received from Cllrs G Codd and M Bacon, who has subsequently offered his resignation from the council due to ill health. Cllr Saward to write a thank you letter to Mick. KP to advertise the vacancy on the website and noticeboard.
23.92	Declaration of Interests To receive Councillor’s declaration of interests and dispensations concerning items on the agenda Cllr Wadey declared that he has written as a resident with regard to the Gypsy Mead development and land now enclosed in the site which was not on the original plan.
23.93	Approval of the Minutes of Meeting held 6 November 2023 The minutes of the Fyfield Parish Council meeting held on Monday 6 th November 2023 were approved as an accurate record.
23.94	Public Participation Session To receive questions and statements from members of the public with respect to items on the agenda and other matters that are of mutual interest A MoP reported that Hastoe housing residents received a letter from the police about parking on the pavement. Residents responded that Houchin Drive has houses for too many people compared to the parking allocation. Access from a house due to football parking was difficult, with a driver who was abusive when asked to move their car. Nick Housden explained that they send out maps and details of where to park to all away teams coming for matches. He will look at the timings of games to ensure that there is less crossover of match traffic. Also noted that due to the residents parking, the rubbish lorry drives over the pavement which is now collapsing. Cllr D Webster suggested that extra parking could be made available on the plot behind the garages in Walker Avenue. KP to write to Jaymey McIvor ref the parking issues and copy in IH.

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	<p>PC Shepherd explained that he has been signed off sick for a while but is now back working. He will pick up on the speeding through the village and do more checks. The end of Queens Street has been added to the list of designated spots where the average speed check can be used which will help to catch speeding motorbikes. He also reported the local crime stats.</p> <p>It was agreed that instead of Coffee with Cops, PC Shepherd attends the hub on the 21st December at the village hall.</p>
<p>23.95</p>	<p>Clerk’s Report Sovereign will be visiting Fyfield to do repairs this week.</p> <p>Giving up of lease on land by garages at rear of Walker Avenue is still on-going.</p> <p>The title rectification of churchyard is ongoing.</p> <p>Work scheduled to upgrade the phone mast is awaiting the cutting back of adjacent trees.</p> <p>TPO’s on the Gypsy Mead site have been checked and there are no issues.</p> <p>Churchyard plan – discussion is needed on how this plan should roll out. A sub committee to be formed to work on this before it can be published for all. To be discussed at January meeting.</p> <p>Speeding concerns – no reply has been received yet from 20’s Plenty. Cllr Saward to put something in Spring Focus about residents helping with speed checks.</p>
<p>23.96</p>	<p>County Councillor, District Councillor and other representatives reports.</p> <p>Report from District Councillor Hadley.</p> <ul style="list-style-type: none"> • The phone mast, once it has new antennae on, should mean that the village can pick up 5G. • EFDC is looking at how money is spent and prioritise what to continue with and what to cut. No more staff are currently being recruited by the council. • A meeting took place about the biotech farm at Ashlyns. The Environmental department is leading on this.
<p>23.97</p>	<p>Finance</p> <p>a) To consider and approve invoices for payment</p> <p>RECEIVED List of invoices submitted in November 2023 that required payment by the Parish Council.</p>

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Ref No	BACS Ref	Payee	Detail	Amount
54 23	4658	TBS Hygiene	Emptying bins	£107.04
55 23	21-9244	BB Groundscare	Sports Field Maintenance	£647.50
56 23	2023/126	Village Hall	Clubroom hire Nov	£14.03
57 23	DD	Castle Water	1 Oct – 31 Mar 24	£48.31
58 23		K Perry	Salary November	£459.48
59 23	2023/97	Village Hall	Clubroom hire Aug	£14.03
60 23	DD	Xero Subscription	20 Nov- 20 Dec	£24.00
61 23		Paul Norris	Churchyard Maintenance	£120.00
62 23	4129	Public Clocks Ltd	Service of church clock	£185.98
63 23	2023/140	Village Hall	Clubroom hire Dec	£14.03
Agreed - List of invoices were authorised (approved unanimously).				
	<p>b) The Sec. 106 monies in relation to the Gypsy Mead state that 25% will be paid on the first 6 houses occupied and the next 25% on the next 6 etc. It was agreed that a comprehensive list with quotes for items, and which tranche they were required in should be registered with the S106 office.</p> <p>c) KP advised the council of the annual uplift on SCP Point 6 from £11.22 to £12.42 per hour going forward (and backdated to April 2023)</p>			
23.98	<p>Burial Ground</p> <p>a) A cheque is awaited from funeral director.</p> <p>b) 3 memorials were levelled and straightened. Cllr D Webster to clean the ones that had been lying down.</p> <p>c) Interment plot for Roy Eames ashes. Cllr L Webster is working with the family on where this is sited.</p>			
23.99	<p>Sports Field & Village Hall</p> <p>a) Sports field hire bookings – none for winter but Cllr Mead suggested a joint event with the village hall on the field. To go on next agenda.</p> <p>b) To discuss quotes for field drainage and agree any actions. Nick Housden has approached the FA and is awaiting a response. Rural Funding to be explored for drainage near carpark.</p> <p>c) To discuss changing facilities at the Village Hall. The original deeds do state that the facility is a sports pavilion - how the hall is developed needs further discussion. A meeting to be set up in the new year.</p>			

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23.100	Planning a) Planning Applications EPF/2565/23 The Nook, Norwood End – no objections.
23.101	Repairs to Assets a) Replacement of the Noticeboard was discussed. Two quotes had been sought and it was decided to add to the 2024 budget. Written permission to be sought from Alan Knife. b) Village sign – the sign has been taken down and delivered to Jenny Russell for repair. c) To consider the installation of a War Memorial for Fyfield. Discussion about having a plaque in the churchyard as a focal point led to suggestions about having a wall or path where plaques could be purchased instead of plots in the Garden of Remembrance.
23.102	Communication and Promotion The Fyfield Focus now has a Facebook page and the website has been updated.
23.103	Date of the next Parish Council meeting To confirm the date of the next Parish Council meeting 8 th January 2024. Dates for 2024: 5 Feb, 4 March, 8 April, 13 May, 1 July, 5 Aug, 2 Sept, 7 Oct, 4 Nov, 2 Dec

The meeting closed at 21.10 .

Signed: -----

Dated -----