Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 10th February 2026 in the Village Hall

Present: Cllr Simon Garrod (Chairman), Cllr Paul Kearney, Cllr Beverley Williams, Cllr Karen Hubbard

In attendance: MSDC Cllr Nicky Willshere, Clerk & RFO Miss Isabelle Reece

Apologies: SCC Cllr Penny Otton, Cllrs Ken Sparkes, Mark Tavernor, & Jason Stringer

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2025/094 Chairman's Welcome & to receive apologies for absence – Chairman Cllr Garrod welcomed everyone to the meeting and received apologies from SCC Cllr Penny Otton, and Cllrs Ken Sparkes, Mark Tavernor & Jason Stringer

2025/095 Declarations of interest & requests for dispensation – None

2025/096 Minutes of the Previous Parish Council – The Minutes of the meeting of 13th January 2026 were considered, **APPROVED**, and signed by Cllr Garrod as a true record.

2025/097 To receive reports from SCC & MSDC Cllrs

a. **SCC Cllr Penny Otton**

Cllr Otton's report, previously circulated, was noted and is available on this website, under Agendas and Reports.

b.**MSDC Cllr Nicky Willshere**

Cllr Willshere had sent her report prior to the meeting and is available on this website, under Agendas and Reports. She highlighted the wider availability of Thermal Imaging Cameras to facilitate access to home energy efficiency grants and the impending changes to waste collection and recycling, including problems resulting from delay in renegotiating contracts and 'escalation' issues especially vis a vis black bins. The Council brought to Cllr Willshere's attention two matters relating to Housing and potential Footpath projects, which she agreed to investigate.

2025/098 Public Forum – There were no members of the public in attendance

2025/099 To receive Clerk's Report – The Clerk had brought the new dog bin; she also reported an incidental meeting with a Housing Enablement Officer, Robert Feakes, whose information prompted Council to seek a further meeting, though there is uncertainty as to the availability of a suitable site. **ACTION** – Clerk to contact relevant officers to arrange a meeting

2025/100 Finance & Governance

a. To receive a financial update (RFO's Report) – The Clerk had circulated a Financial Report; the bank reconciliation was signed by Cllr Kearney.

b. Payment orders totalling £282.60 were APPROVED – Clerk's Salary January £282.60 The Clerk was given leave to effect reimbursement for the dog bin immediately, to be ratified at the March Meeting.

c. Any other Finance & Governance matters – The Internal Auditor had still not sent his report; the Clerk also later reported that following several Code of Conduct complaints, training documents were being made available by SALC **ACTION** – Clerk to circulate training sheets

2025/101 Planning

a. No Planning Applications had been received since issue of this Agenda

b. The following decision was NOTED – DC/25/05432 - Monks Park Cottage, Cockfield Road, Felsham, Suffolk IP30 0QP Installation of W.C, Shower and basin to form ensuite - **GRANTED**

c. The Conservation Officer Report – Nothing to report

d. Further Planning matters – The Clerk had sent through some Planning Training Documentation

2025/102 Village Maintenance – Trees & Greens

a. To receive a report from the Tree Officer – Cllr Tavernor had contacted the Clerk to confirm that there was nothing to report; though he had not completed the Lengthsman Job advertisement **ACTION –** Clerk to search out a previous advertisement

b. To consider matters reported & updates – Cllr Tavernor had dealt as far as possible with the tree reported at the December Meeting:he had reported the remaining danger to Suffolk Highways; however, lacking the relevant expertise in arboreal matters they would have to seek advice elsewhere. It seems that the tree may be the property of MSDC.

c. Projects update – ACTION – Cllr Hubbard had investigate the SCC gulley pump: it is scheduled to come to Felsham in July

2025/103 Highways & Footpaths

a. To receive a report from the Footpath Officer – footpaths are all very wet. Cllr Williams reiterated concerns about the root overgrowth on a slope on Footpath 8. It is a Public Right of Way that is not being obstructed, so the landowner has no further responsibility. It may be that the Parish Council can make provisions to upgrade the relevant portion with permission from the landowner, via the Active Travel Scheme. It was also reported that a previously controversial portion of another of the parish's footpaths was underused because of hedge overgrowth. **ACTION** – Cllr Kearney to take some photographs of the root overgrowth, with a view to formulating a plan

b. To consider any matters reported – the Clerk had been unable to source accurate information about the Active Travel Fund, but Cllr Willshere had addressed the matter at Item 2025/097b

c. c. To consider roadside signs policy – The Clerk had circulated a second draft of the Roadside Signs Policy, with queries to address or confirm. One portion of grass verge is owned by a private landowner, who will be contacted if necessary by a councillor to be delegated. Proposed by Cllr Kearney, and seconded by Cllr Williams, the Council **RESOLVED** to Adopt the Roadside Signs Policy, subject to appropriate change in Standing Orders

d. Projects Update – The latest version of the Felsham and Gedding Plan had been circulated. Several questions as to status of projects and working groups were addressed. **ACTIONS** – Clerk to update spreadsheet and insert current Projects; Cllr Hubbard to contact Felsham & Gedding Village News team to re-establish e-version on website.

2025/104 Correspondence

a. Parish Council Suggestions Box – nothing in Box; Cllr Hubbard reported on a meeting with the Chairman of the Community Stores & Post Office: the Suggestion Box will remain *in situ.*

b. To note correspondence & consider action – Nothing further

2025/105 Matters to be brought to the attention of the council/future agenda items – The Your Parish Councillors information sheets from last year's summer fair to be updated and displayed on the Parish Council Notice Board; the Felsham and Gedding Village News is looking for help, particularly with their printer. **ACTION** – Cllr Hubbard to contact; Future items – Lighting in Meadow Close

2025/106 Date of next Meetings – Tuesday 10th March 2026; Tuesday 14th April, Tuesday 19th May (NB One week later in the month than usual) which will include the Annual Parish Meeting

The Meeting was closed by Cllr Garrod at 20.50hrs

Signed_____ Chairman Dated_____