Felsham Parish Council

Minutes of the MEETING of FELSHAM PARISH COUNCIL held on 9th June 2026 in the Village Hall

Present: Cllr Simon Garrod (Chairman), Cllr Ken Sparkes, Cllr Paul Kearney, Cllr Karen Hubbard

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

Apologies: Cllr Mark Tavernor, Cllr Beverley Williams

2026/015 Chairman's Welcome & to receive apologies for absence Chairman Cllr Garrod welcomed everyone to the meeting and received apologies from Cllrs Tavernor and Williams. Also, Cllr Stringer had sent apologies for the previous meeting and word of his resignation from the council because of increased family commitments. **ACTION** – Clerk will follow procedure for a Casual Vacancy

2026/016 Declarations of interest & requests for dispensation – Cllr Sparkes for the Felsham Charity

2026/017 To sign the Minutes of the Parish Council meeting of 19th May 2026 as a true record – the Minutes of the meeting of 19th May were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2026/018 Public Forum – there were no members of the Public in attendance

2026/019 To receive reports from SCC & MSDC Cllrs

a. **SCC Cllr Matt Bentley -** Cllr Bentley's Report to the Parish Council had been circulated prior to the meeting and is available on this website.

b. MSDC Cllr Willshere – Cllr Willshere's Report was received & is available on this website. She highlighted the celebrations for Armed Forces Day on 27th June, the problems with the new bin system and its collections; and the Consultation for the Scoping of the Joint Local Plan. She also reminded Council that she has a new Locality Budget.

2026/020 To receive Clerk's Report – The representatives from Hastoe and the Housing Enablement officer did not attend the PC meeting. The HEO had requested times for daytime meetings if Reps were unable to attend in the evening: however, given that members of the PC work during the day, only a Saturday morning could be offered. **ACTION** – Clerk to contact HEOs again.
The Certificate of Exemption from External Audit (AGAR 2025-26) had been sent to the PKF Littlejohn and acknowledgement received.

2026/021 Financial Matters, Audit & Governance

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

b. Payment orders totalling £698.55 were **APPROVED** – Clerk's Salary (May) £282.60, Blackthorn Grass Cutting £346.00, Cllr Ken Sparkes Reimb. VAS batteries £69.95

c. To consider any further Audit, Finance & Governance Matters – the Clerk had circulated an updated version of the Felsham PC's FOI – Information Guide, which was **APPROVED** for replacement onto the website

2026/022 Planning & Conservation

a. To consider **DC/26/02207**: The Old Rectory, Church Road, Felsham, IP30 0PW – Tree Works: **NO COMMENT DC/26/01796** - Stone Farm Cottage, Cockfield Road, Felsham, IP30 0HP – erection of fire wall: **NO COMMENT;** No further Planning Applications had been received since issue of the Agenda

b. **DC/26/01896** Felsham Village Hall, Church Road, Felsham IP30 0PJ- Non-material amendment (ramp) – APPROVED was **NOTED;** no further Notices received had been received since issue of the agenda

c. The Conservation Officer reported that he had received comments regarding how nice Lower Green was looking, with the wild flowers neatly cut round

d. Any other Planning Matters – The JLP Scoping Consultation had only been circulated the previous day and would be discussed at the July meeting. The lack of public transport links was raised as a specific factor to be considered.

2026/023 Village Maintenance – Trees & Greens

a. To receive a report from the Tree Officer – Cllr Tavernor had emailed that he had nothing to report

b. To consider matters reported & updates

c. Projects/works update – Cllr Hubbard reported that she had ordered the branded hi viz vests for the Village Rangers and had relayed the paint from Cllr Kearney for the grit boxes. If more pain is needed it may be procured. The Clerk had submitted the location of the new dog bin to BMSDC to ensure both collection and invoicing, but had received no acknowledgment. She wondered if it had been emptied yet, though no-one had noticed yet. **ACTION** – Clerk to contact Cllr Willshere to investigate

2026/024 Highways & Footpaths

a. To receive a report from the Footpath Officer – paths are in good order, in spite of the recent rain.

b. To consider any matters reported

c. Roadside signs policy – the Clerk confirmed that it had been added to the website. Signs for a charity open garden from another parish had appeared. All agreed that charity events from further afield would be permitted but that permission should be sought in all cases. **ACTION** - Cllr Hubbard to investigate and advise the relevant organisation of the Parish Council's policy

d. Projects/works update – A portion of footpath previously flagged as potentially hazardous was discussed again: conversations with the landowner confirmed that the path is clear of obstruction, the landowner's obligations fulfilled and walkers are urged to apply common sense and caution in using all footpaths when conditions make paths more precarious. The Parish Council is satisfied that no further work is required. The installation of the Village Sign Plinth will be completed during the summer.

2026/025 To consider priorities for the coming year – The updated Action Plan was considered. It was confirmed that the Council's priorities will be: the Community Housing Project; a review of the local footpath network and a project to upgrade footpath provision between the Church and the Community Store; further Road Safety measures, including Community Speed Watch and new VASs; the purchase of a new laptop for the Clerk; the QR Code for Suggestions and the completion of the village sign plinth. Following lengthy discussions, a project for new lighting in The Orchard previously discussed was deemed both unnecessary given existing lighting provision on District Council housing, and therefore beyond the purview of the parish council. **ACTIONS** – Clerk to further update Action Plan; contact Active Travel officer at SCC; and consult with someone regarding a suitable laptop.

2026/026 Correspondence - To consider any correspondence tabled – There was none, other than an email to SCC, into which the PC had been copied, on the subject of potholes

2026/027 Matters to be brought to the attention of the council/future agenda items – Concern was expressed about the lack of publicity of planning applications given that the Planning Authority no longer sends letters and yellow notices. It was agreed that in the exceptional event of a potentially controversial application, a notice could be put on the PC notice board, but this would not be the norm.

2026/028 To confirm date of next Meeting Schedule – 14th July

The Meeting was closed by Cllr Garrod at 20.49hrs

Signed_____ Chairman Dated_____