**Glemsford Parish Council Meeting**

**Minutes of the virtual meeting held on Tuesday 12th Jan 2021 @ 7pm (via Zoom)**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Cain, B Stephens, R Stephens & Sewell

CCllr Kemp. DCllr Holt. The clerk.

2 members of the public

**01.01 Parish announcements**

None

**02.02 Apologies for absence**

Lesli Tunbridge

**03.01 Declarations of interest/dispensation requests**

Cllr Plumb declared an interest in all planning matters due to being a member of the planning committee at BDC.

**04.01 To adopt minutes of council meeting held on 8th Dec 2020**

***It was resolved*** to adopt the minutes.

**05.01 Matters arising from the minutes of the last meeting**

None

**06.01 To receive reports**

**CCllr Kemp –**

A full report can be viewed on the website.

Thanks were given once again to all volunteers for their help during the pandemic.

Issues with flooding at the Church continue. No response has been received from the local farmer regarding repairs. CCllr Kemp is to provide a list of accredited people who may be able to complete these works with private funding.

CCllr Kemp is to request an update on the moving of the speed limit at Brook St.

**DCllr –Holt**

A full report can be viewed on the website.

DCllr Holt also gave thanks to volunteers.

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**07.01 Planning**

**New applications: DC/20/05748 – 8 Fair Green**

Full application – Redevelopment of property to provide reduced commercial space, conversion of part of ground floor from shop to 1no residential flat, together with side two storey and rear single storey extensions to provide 2no further flats (following demolition of rear single storey extension)

***It was resolved*** to recommend refusal – *insufficient parking provision*

**Granted applications:**

**DC/20/04782 – 6 Spring Meadow**

Subdivision of garden and erection of 1no detached dwelling and e (following demolition of existing single garage)

**DC/20/05142 – Angle Inn, Egremont St**

Application for listed building consent – part dismantling clay lump wall to barn including removal of cement render. Re-building wall in clay lump with lime render. Repair and servicing of rain water goods, repair and re-paint external wall finishes. Install new timber cross tie and repair weather boarding to top of gable wall. Install French drain to base of gable wall as per schedule of works.

**DC/20/04682 – Hill House Farm, Lower Rd**

Application to determine if prior approval is required for a proposed: change of use of agricultural building to 1no dwelling house (class 3) and for building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)

**DC/20/05023 – Glemsford Village Hall, Tower Meadow**

Erection of extensions to existing village hall and library

**Refused applications:**

**DC/20/05407 – Park Farm, Churchgate**

Application to determine if prior approval is required for a proposed; erection, extension or alteration of a building for agricultural or forestry use. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) – schedule 2, part 6 – erection of extensions to general purpose building.

(In the absence of permitted development rights, a full planning application is required for the proposed works).

**DC/20/04883 – Land at 55 Schoolfield**

Erection of 1no 3 bedroom detached dwelling

**08.01 Public question time**

Concerns were raised about response dates on emails not being clear. After discussion it was realised that the emails in question were generated by third parties, so were out of control of the Parish Council.

It was felt that that there had not been sufficient time to response to the village hall survey. It was explained that the survey was not a planning response and that there is currently no closing date.

There appears to be issues regarding closing dates for planning responses on BDC’s website.

It was asked how the Parish Council would communicate with hall users regarding the proposed extension. It is hoped the new parish notice board will help, also the possibility of refreshing the Glemsford Matters website.

**09.01 Accounts for approval**

***It was resolved*** to agree the accounts:

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| |  |  | | --- | --- | | PKF Littlejohn-ext auditors | 480 | | Climate Emergency - donation | 25.00 | | Chg card | 321.79 | | |  |
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**10.01 Reports from working groups**

**Cemetery**

No report

**Finance**

**Village Hall Notice Board – revised prices**

The revised price for the notice board is £1350.00 plus delivery plus VAT. It was agreed to move forward and order.

**Newsletter distribution – budget allowance**

***It was resolved*** to allow a budget of £2000 to print and circulate the newsletter. This will include the purchase of a new laser printer.

Volunteers have come forward to help distribute the newsletter. Other suggestions were made including placement in the Contact magazine, email copy requests (to be suggested on next newsletter)

**Grass cutting, hedge and tree works**

A balance remains in the budget for gardening works. ***It was resolved*** to use this money to fund further projects.

The tender is to be sent out for the grass/footpath cutting for the next two years.

**Precept – to discuss and agree**

Budget figures to the end of December where discussed***. It was resolved*** to recommend these figures in principle (there may be slight adjustments due to outstanding invoices for the end of Dec).

***It was resolved*** to increase the precept by 1.9% (£1852.00) to a total of £99,364.00. This will cover the additional costs of the newsletter, increase in salaries (@ rate of inflation) and allowance for increases in insurances and general maintenance costs.

As at the 31.12.20 there is an outstanding balance for maintenance of play equipment. If this is not used by the end of March it was agreed it would be held over to 2021-22 for anticipated repairs (awaiting reports).

Additional professional fees will be due for the proposed extension to the village hall. Fees of £21,000 are anticipated over a 2yr period; a schedule of payment is due from the architects. These fees will be taken from any excess village hall loan repayment budget allowance and/or un-earmarked reserves.

It had been previously agreed that within the precept the street light maintenance budget (works now complete) will be replaced with the village hall loan repayment costs (and associated fees). It will not be necessary to increase the precept in respect of this loan/associated fees.

**Effectiveness of internal audit – to agree**

Effectiveness of procedures was discussed. ***It was resolved*** to agree the effectiveness of internal audit.

**Village Hall**

Planning permission for the village hall extension has been granted. The next stage is to complete a business plan and apply for funding via a PWLB (Public Works Loan Board) loan.

Cllr Cain will finalise the business plan.

There are two routes with regards applying for funding. Either apply immediately for a loan of £300k as estimated by the quantity surveyors, or wait for a confirmed build figure after the tender process has been completed***. It was resolved*** (Cllr Sewell abstained from voting) to instruct KHL architects to progress to the stage of tender at a cost of £11,000.00. Once tenders have been received an amount will be agreed and applied for. It is anticipated the process to the end of the tender stage will be 12-14wks.

**Neighbourhood Plan**

Technical help has been arranged. Plans are moving slowly. The group are awaiting input from the NP consultant.

**Climate Emergency**

A full report can be rad on the website.

**Playingfield Management Committee**

A request had been received to fund the annual grass cutting on the playing field at a cost of £800. ***It was resolved*** to agree this subject to a grant awards application.

A further request for funding had been received for the maintenance of ditching and existing drainage of the playing field at a cost of £1750.00 (50% of costs). Consideration of this will be made upon receipt of a grant awards application.

**11.01 Tye Green – no parking sign**

There are still problems with vehicles parking on the lower part of Tye Green. ***It was resolved*** to plant roses on the green to deter vehicles (Cllr Cain to investigate types and costs). These works will be undertaken when Covid-19 restrictions are lifted.

**12.01 Date of next meeting** – 9th Feb 2021

Meeting finished @ 8.20pm

(For reference: a recording of this meeting was made via Zoom)

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