**Glemsford Parish Council Meeting**

**Minutes of meeting held on Tuesday 9th April 2019 @ 7.15pm at Glemsford Village Hall**

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

CCllr Kemp & DCllr Holt. The clerk.

4 members of the public.

Daren Fellows (Representative from Concertus)

**01.04 Parish announcements**

None

**02.04 Apologies for absence**

None

**03.04 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.

**04.04 To adopt minutes of council meeting held on 12th March 2019**

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

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

***It was resolved*** to donate £70 to the school for prizes for the dog fouling poster competition.

*(Local Government Act 1972 s137)*

**06.04 To receive reports**

**CCllr Kemp –** A full report can be viewed on the website or at the clerk’s office.

The work on the culvert in Hobbs Lane is due to start on the 29th April.

**DCllrs Holt & Plumb** – Only half of the new paving at Highbank has been installed. The remainder is to be completed soon.

Both DCllrs Holt and Plumb attended a meeting at Phillips Avent to discuss the future of the site. It was felt it was a positive meeting.

The Liston development has been turned down by Braintree DC.

Cllr Southgate made further enquiries about the report read out last May regarding the surfacing of the allotments parking area. This will be discussed under item 12.04.

District Councillors only have 20 days remaining to serve before the next elections.

**07.04 Planning New applications:**

**DC/19/01406 – Land at Langley, New St**

Non material amendment to DC/18/01495 – change of roofing material

***It was resolved*** to recommend approval

` **DC/19/00752 – 64 Tye Green**

Outline planning application (all maters reserved) – erection of 3no dwellings

***It was resolved*** to recommend approval

**DC/19/01551 – Glemsford PC School**

Application for listed building consent. Re-roofing the clock tower. Replacement of guttering and downpipes. Masonry window and clock face repairs.

***It was resolved*** to recommend approval

**DC/19/018730 – The Little Cottage, Fair Green**

Application for listed building consent – re-design basement layout and alterations to light wells (revision to previously approved consent DC/18/04308 (LBC)

***It was resolved*** to recommend approval

**Granted Applications:**

**DC/19/00730 – 6 Brook St**

Notification of works to trees in a conservation area – T1, T2 and T3 (Lombardi poplars) Reduction of crowns by 40%

` **DC/19/00975 – Chirbury House, 4 Rectory Close**

Notification of tree works in a conservation area – top 4no hawthorns, 2no birch and remove 1no evergreen conifer.

**DC/19/01406 – Land at Langley, New St**

Non material amendment to DC/18/01495 – change to roofing material

**DC/19/01399 – The Lavenders, Churchgate**

Non materials amendment to DC/18/04105 – revised design to two storey extension and internal layout

**Withdrawn applications:**

**DC/18/03646 – New St Farm, New St**

Conversion of existing agricultural barn, rebuilding of linked yard buildings, removal of redundant buildings and erection of extensions to barn, creation of car park and new access to site to facilitate use for weddings, functions and events.

**08.04 Public question time**

It was asked if a decision had been made regarding the Post Office re-opening. The Parish Council confirmed that there had been no more information.

**09.04 Accounts for approval**

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

Main A/c

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| |  |  | | --- | --- | | Charge card | 80 | | Ideverde | 206.4 | | BDC - Litter/dog bin emptying | 1411.49 | | SALC - payroll | 129.6 | | SALC - subscription | 966.36 |   Village Hall A/c | | | |  |
| |  |  | | --- | --- | | L Lagden - Key cutting | 10 | | BDC - rates | 176.4 | | | | |  |
| **10.04 Presentation by Concertus regarding proposed village hall extension**  Cllr Cain explained that various quotes had been requested from architects to move forward with the next stage of the proposed village hall extension. Of those received they were mainly quotations to draw up plans only. However, Concertus had offered the ‘whole package’ which would involve total management of the project.  Darren Fellows from Concertus gave a talk on the services they offer, either part stage or whole project management. They have worked on both large and small projects from £15k to £40million, including village halls. They have recently provided services for the Gt Cornard Village Hall extension using contractors from Suffolk County Council, with whom they have worked closely on many occasions.  They will also offer advice on whether the current plan is suitable and future proof.  A total cost is to be provided based on the current plan. However, initially, to get the project moving, they are to provide a cost to enable funding applications.  (More information about Concertus is available to read at the clerk’s office) | | | |  |
| **11.04 Reports from working groups**  **Cemetery** – the graves have now been tidied and the grass cutting has commenced.  **Village hall** – nothing to report  **Finance** – nothing to report  **12.04 Allotment car park – resurfacing of**  The contractors responsible for the surfacing of the allotment car park have gone bankrupt (the company has now been taken over). There have been many issues with the new houses, street lights and land problems with surrounding properties.  Cllr Southgate asked about retention money held back by Babergh District Council. It was explained that this was for contractual works only of which the allotment car park area was not included. However, within a BDC report read out last year regarding the issues with the development, the problems with the allotment car park were mentioned. With this in mind it is felt that Babergh District Council has a moral obligation to complete works as stated.  Cllrs Plumb and Southgate have looked into the possibility of the Parish Council paying to get the car park surfaced. If this issue has not been moved forward by BDC by the time of the next meeting quotes are to be considered. Babergh District Council would then be approached to refund this money. An approach may be made to a solicitor.  **13.04 Defibrillator unit at village hall – lighting of and installation of a key box**  ***It was resolved*** to have a dusk till dawn sensor light fitted above the defibrillator unit at a cost of £171.54 plus VAT and purchase a key box. (Cllr Southgate abstained from voting due to being a member of the emergency plan team).  *(Local Government Act 1972 s133)*  **14.04 Agreement of budget figures**  ***It was resolved*** to agree the budget figures  **15.04 Agreement of Annual Governance and Accountability Return**  ***It was resolved*** to agree the AGAR  **16.04 Neighbourhood Plan – time line update**  Unfortunately a completed time line is not yet available from the consultant.  The information stage of the Neighbourhood Plan has been completed and analysed. A display of evidence will be made at the village hall over a number of days; however there are more tasks to be completed before this event can take place.  **17.04 Correspondence to report**  The land purchase at the Cemetery is now complete.  A Community Infrastructure Levy payment of £5013.24 has been received.  Requests have been received from the Scouts and the School to place advertising signs on Parish land. These were agreed.  District Council elections will take place on Thursday 2nd May.  It appears Glemsford Matters website has not been updated. The clerk is to make contact with the administrator.  Advertising of events and other village matters was discussed. It is apparent that there is difficulty with circulation of information. Ideas are to be considered. The Contact magazine was suggested.  **18.04 Date of next meeting** – 14th May 2019  Meeting finished @ 8.15pm | | | |  |
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**17.12 Correspondence to report**

**18.12 Date of next meeting – 8th January 2019**

Meeting finished @ 7.55pm