**Glemsford Parish Council Meeting**

**Minutes of the meeting held on Tuesday 13th June 2022 at Glemsford Village Hall**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Stephens, Cain and Mills

The clerk.

3 Members of the public

**01.06 Parish announcements**

Due to the village hall being closed for building works, next month’s Parish Council meeting will be held on Monday 11th July at The Old School Hall @ 7pm.

The village hall will be closed for internal building works from Monday 27th June.

Volunteers are required to help clear the remainder of the cupboards, remove the old kitchen and take down the ceiling tiles at the village hall on Friday 24th June (from 5.30pm) and on Saturday morning (from 10am).

Thanks were given to helpers (Adrian Southgate, Gavin Mills and Grahame George) for clearing the loft and cupboards at the village hall.

**02.06 Apologies for absence**

Cllr Sewell. DCllr Holt

**03.06 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.

**04.06 To adopt minutes of council meeting held on the 10th May 2022**

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

**05.06 Co-option of new Parish Councillor**

Ruth Stephens was welcomed back as a returning Parish Councillor

***It was resolved*** to accept Ruth as a co-opted councillor

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

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

**07.05 To receive reports**

**CCllr Kemp report –**

Report to be posted on the website or can be viewed at the clerk’s office

**DCllrs report –**

Report to be posted on the website or can be viewed at the clerk’s office

**08.06 Planning:**

**New applications:**

**DC/22/02398 – 17 Chequers Lane**

Application for listed building consent: Installation of roof mounted solar panels to detached outbuilding

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

**DC/22/02397 – 17 Chequers Lane**

Installation of roof mounted solar panels to detached outbuilding

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

**DC/22/02461 – 2 The Barn, Skates Hill**

Notifications of works to trees in a conservation area – reduce 1no corkscrew willow by 40% and shape crown

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

**DC/22/02541 – 1 The Barn, Skates Hill**

Notification of works to trees in a conservation area – fell 1no pine tree

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

**DC/22/02566 – St Andrews, Bells Lane**

Extension to existing dropped curb

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

**DC/22/01322 – 8 Fair Green**

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 3no further residential flats (following demolition of rear single storey extension (amended scheme to that approved under DC/20/05748)

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

**Granted applications:**

**DC/22/01213 – 6 Brook Street**

Application for works to trees in a conservation area. Reduce 4no Lombardy poplars by 50% leaving lower growth as a screen- BDC does not wish to object

**DC/22/01470 – Gagglenook Cottage, Skates Hill**

Conversion of first floor over garage into additional living accommodation. Addition of 2no dormer windows

**DC/22/01788 – 11 New Cut**

Erection of single storey rear extension (following demolition of existing singles storey)

**09.06 Public question time**

Concerns were raised about ignorance of drivers in the vicinity of the school, which has been made worse by ongoing building works in the area. It was requested if enforcement officers could be brought in. Cllr Plumb is to make enquiries at BDC. It may help to involve the school in an attempt to alleviate the problem.

The issue of dog fouling on pavements was discussed. It was confirmed that this is a problem that is very difficult to police. Cllr Mills is to contact the school to instigate another poster campaign.

Damaged pavements (due to building works) opposite the school and opposite the turning to Flax lane were reported. It was explained that these are highway issues which can be reported on Suffolk County Councils website or can be reported to BDC as a planning issue. The clerk is to report these also.

Grass cutting in the village was discussed. The green areas in the village are owned by any one of the three councils (County, Babergh and Parish). It appears that SCC is only cutting the paths and verges once which are causing overgrown areas. These issues can be reported on the either SCC or BDC websites. Alternatively they can be reported to the Parish clerk.

It was asked if the asbestos survey at the village hall was completed as part of the planning process. The survey was not requested by the builders until building works were underway. Funds for works to remove the reported asbestos are coming from emergency reserves.

The playpark reconfiguration was asked about. It was explained that one piece of equipment has had to be temporarily removed due to a price increase. There is only a specific amount of s106 and C.I.L. funds available for this project at this time. It is hoped that when more C.I.L. funding becomes available the piece of equipment will be installed.

Financing for the equipping of the new kitchen was discussed. Once ideas about what is required have been established funding will be looked into. The infrastructure of the kitchen will be in place at the end of the build and it is hoped that the kitchen will be equipped reasonably quickly.

**10.05 Accounts for approval**

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

Payments for authorisation June:

Main account:

|  |  |  |
| --- | --- | --- |
| Charge card | 155.11 |  |
| BDC litter/dog bin emptying | 1765.52 | DDR |
| Auto Innovations - sign Cemetery | 62.4 |  |
| Gardens ARB APR/MAY | 1920 |  |
| SALC - audit fees | 518.4 |  |

Village Hall account:

|  |  |
| --- | --- |
| T&P Fire | 150 |

Receipts May:

Cemetery - £1185

Village Hall:

Hall hire - £1312.00

**11.06 Reports from working groups**

**Cemetery**

Path repairs are still being looked into. Retention of the new gate is ongoing.

**Finance**

Nothing to report

**Village Hall**

Building works are on schedule. There have been some price increases, these are being looked into.

The asbestos removal is due to commence on Monday 27th June. Work is expected to last 6days.

There are some internal amendments to the plans. The main points are the change to the cupboard in the main hall, this is to be one cupboard instead of two and the cupboards in the corridor are to be made into two rather than four to utilise space. There are some changes to the electrics, the supply of intelligent lighting in some areas and supply of radiators to the existing foyer and new Parish Council office. ***It was resolved*** to agree these amendments.

Flooring samples were displayed. The main floor coverings were agreed, the kitchen flooring is yet to be decided upon.

Cllr Cain gave thanks to all those who have helped with the new build, particularly the clerk and Parish Councillors.

**Neighbourhood Plan**

An update meeting was held with Ian Poole the consultant. The plan is being written. A history of the village is required. Cllr Cain is to write a precis.

**Climate Emergency (Greening Glemsford)**

No report

**New village hall playpark**

Confirmation of the use of use of s106 funds has been received to part fund this project. The remainder of the budget is to be paid from C.I.L. money.

***It was resolved*** to progress the order with HAGS at a cost of £54,793 plus VAT.

**New Village Hall kitchen – equipping of**

An informal meeting was held to gain ideas of what is needed to equip a fully functioning kitchen. Many ideas were discussed, including, types of work surfaces, cupboards, cookers etc. A visit is to be arranged to Lavenham to have a look at their facilities. Future meetings will include all PC working party members.

**12.06 Purchase of new expandable step ladder – for village hall (budget £200)**

***It was resolved*** to buy a ladder at £138 plus VAT.

**13.06 Agreement of Annual Governance and Accountability Return**

***It was resolved*** to agree the AGAR.

**14.06 To adopt the new Code of Conduct**

***It was resolved*** to adopt the Code of Conduct

**15.06 Correspondence to report**

A request had been received to place a café advertising board on Tye Green. It was agreed this could be placed on the green whilst the café was open. To be reviewed at the end of September.

The school had asked if a sign advertising the fete could be placed on the green at the Church. This was agreed.

In the interests of safety a resident has asked if people could be mindful of keeping dogs under control. This follows a recent attack in a well-known lane in Glemsford. If anyone has any information regarding any incidents please report them to the Police.

The possibility of more planting in the village was enquired about. This request is to be passed to the Greening Glemsford group. The bus shelter was also mentioned as it was felt it required a coat of paint. Cllrs Mills and Southgate volunteered to do this work.

A request to replace the bench and rubbish bin at the village hall playpark had been received. It was agreed that an alternative bench would be temporarily sited. The old rubbish bin cannot be replaced. Users of the park are reminded that there are bins on the path near the entrance gate to the village hall.

Harriet and Alasdair North gave thanks to the playing field committee for organising the Jubilee picnic.

**16.06 Date of next meeting**

To be held on Monday 11th July at 7pm at the Old School Hall.

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