**Glemsford Parish Council Meeting**

**Minutes of meeting held on Tuesday 11th December 2018 @ 7.15pm at Glemsford Village Hall**

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

CCllr Kemp & DCllr Holt. The clerk.

 8 members of the public.

**01.12 Parish announcements**

A reminder was given that should the public wish to join in any discussions could they please indicate by raising their hand. Standing orders can then be suspended to allow for inclusion.

Thanks were given to Cllr Southgate for all his hard work preparing for the installation of the power supply for the Christmas lights on Fair Green.

The Parish Council office will close after business on the 18th December, re-opening on the 4th Jan 2019. During closing times emails will be checked periodically and Parish Councillors are available in the case of emergencies (contact details can be obtained from the website).

**02.12 Apologies for absence**

None

**03.12 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.

**04.12 To adopt minutes of council meeting held on 13th November 2018**

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

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

None

**06.12 To receive reports**

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

The repair to the culvert in Hobbs Lane is being held up due to concerns about the impact the works will have on the nearby ancient woodland. CCllr Kemp is to follow this up.

All were wished a joyous and healthy New Year.

**DCllr Plumb** – BDC’s report was read (copy can be viewed at the clerk’s office). The main subjects covered were: Polling District review underway, Gt Cornard riverside path opened, submission of plans of the former Babergh Offices and Angel Court and SCC proposes phased funding reduction for CAB’s.

A question was asked about Glemsford’s status as a core village due to its diminishing shops/services. It was explained that a core village is based on the number of residents, not facilities.

Neighbourhood plan questionnaires are being analysed. It is hoped the report will be available by the end of January. Questionnaires can still be handed in via the library letterbox.

*Cllr Cain joins the meeting*

**07.12 Planning New applications:**

 **DC/18/04974 – Mulberry House, Chequers Lane**

Tree works protected under tree Preservation Order BT155/A1 – Coppice 2no hazel – fell 1no hawthorn- fell 1no sycamore –

 fell secondary trunk from double truck sycamore – fell 3no ash –

 fell 2no ash branches – remove crossing and rubbing limb from 1no horse chestnut – fell 3no ash to rear of house

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

 **DC/18/05292 – 2 Hunts Hill**

Tree works protected under tree preservation order (BT274)

 T1 Walnut – to raise the crown to 6metres

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

 **DC/18/05055 – Willow Farm Shop, Willow Farm, Lower Rd**

 Change of use from an outbuilding to a coffee lounge/restaurant with kitchen and toilets and an extension of west car parking area.

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

 **Granted applications:**

 **DC/18/02417 – 28 Tye Green**

Erection of a single storey rear extension (following demolition of existing) and detached garage with living accommodation over

**08.12 Public question time**

It was asked when the Speed Indicator Devices would be installed. It was explained they were on order and delivery should be very soon.

Enquiries were made about the Quiet Lane status for Plumb St/New St. This is still being looked into. Should this go ahead it is unlikely that Suffolk County Council will pay. The cost will be in the region of £2000-£5000.

Future playing field committee members asked about what funding the Parish Council have allocated for the playing field in the current budget and also next year’s budget. It was explained that allowance had been made for 8 cuts of the playing field grass (@ £100 per cut) and this also was carried forward into the budget for 2019-20. Approx £700 had also been spent within the last couple of years on having part of the perimeter hedge cut. Should the new committee request further funding a grant can be applied for in future budgets. It was also asked if the right of way over Parish Council land to access to the playing field was a legal document and were there any financial implications; this is to be addressed at the next meeting. Confirmation was give that the Parish Council owns the skate park equipment and is responsible for its maintenance.

**09.12 Accounts for approval**

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

|  |  |
| --- | --- |
| Idverde-playpark(s) repairs | 1312.42 |
| SALC - training | 30 |
| Charge card | 131.06 |
| AJ Services (trench digging) | 220 |
| Gardens ARB | 1222.46 |
| Xmas tree v/hall | 25 |

**10.12 Report from the playing field meeting**

Harriet North sent her apologies. Cllr Plumb read a report:

Glemsford Playing Field Meeting Tuesday 27th November 2018

Report to Glemsford Parish Council – Harriet North

As a follow up to the recruitment drive and information evening a further meeting, open to the public, was held on Tuesday 27th November 7.30pm at Glemsford Village Hall.

An agenda was set for the meeting to which over 40 people, including some children and young adults, attended – nearly double in numbers from three weeks previously.

The purpose of the evening was to consolidate a way forward but first and foremost the current trustees were thanked and acknowledged for all their time and commitment over many years.

A typed copy of the original conveyance that was drawn up in 1952 was available as were the minutes of the previous meeting. Handed out were copies of a one page report titled “Glemsford Playing Field Suggested Action Plan,” drawn up, at the request of the trustees, by the chairperson of The Ravenswood Wildlife Group (Ipswich) who also has a degree in Conservation Management.

The report noted that “the area is a valuable space for wildlife as well as being an exceptional asset to any community if given the care and consideration needed” and the eight recommendation’s to get the most use from the site for the community and wildlife whilst costing the least amount of money now and in the long term were listed as follows:

 - Facebook Page – use to recruit help from the community. (Volunteer has already come forward to do this)
 - Conduct a baseline survey – gather a list of flora and fauna
 - Revamp the Skatepark,
 - Contact charities – funding
 - Wildlife Corridor (behind skate park - ?orchard/fruit picking)
 - Install litter and dog waste bins
 - Create Wildflower meadows – around the edges, picnic spots, school trip sites
 - Maintain the football pitch and repair goal posts

The report was available courtesy of trustee Stephen Creed and is available on request. No decisions on any of the recommendations can be made at the moment but the plan is appreciated.

For the time being the five trustees are staying in place while the Playing Field Management Committee finds its feet. Thirteen people expressed an interest in being involved which included two who offered to lead on events. It was not appropriate to appoint a chair, treasurer and secretary but the trustees proposed that Harriet North leads the group in this interim stage which was agreed. Minutes of the meeting were taken.

The first meeting of this new management group, and therefore not a public meeting, will be on Tuesday 15th January 2019 at Glemsford Village Hall. An agenda will follow in due course, one item being an AGM in 2019.

**11.12 Renewal of grass cutting contract – to agree to send out for tender**

***It was resolved*** to send out the 2yr tender. Details to remain the same as last time.

**12.12 Cutting of hedges and trees – to obtain quotes**

It was agreed to go ahead and obtain quotes for additional hedge/tree cutting. Councillors are to provide suggested areas.

**13.12 To agree audit return 2017/18 and agree adequate effective system of control**

***It was resolved*** to agree the audit return 2017/18

***It was resolved*** to agree adequate effective system of control

**14.12 Meeting dates – to agree**

***It was resolved*** to agree the meeting dates

**15.12 Village Hall CCTV – quote**

A quote had been received for the installation of a new CCTV system at the village hall. It was agreed to enquire as to whether a camera could be installed inside the hall.

*Standing orders suspended for public inclusion*

A member of the public offered to help with the supply and installation of the cabling for the CCTV free of charge. Specifications are to be obtained from the supplier and whether it would be acceptable to work alongside each other.

*Standing orders re-instated*

All of the above are to be an agenda item next month (if information is available by that date).

**16.12 Village Hall extension – planning permission**

It was agreed that Cllr Cain would obtain some quotes for the preparation of plans to submit for planning permission.

**17.12 Correspondence to report**

Correspondence had been received from a resident acknowledging Cllr Southgate for all the work he is doing ensuring Fair Green is lit up for Christmas – ‘spotted digging the trench in what was a very wet morning last Friday!’

Cllr Plumb sent good tidings of the season to all.

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

Meeting finished @ 7.55pm