**Glemsford Parish Council Meeting**

**Minutes of meeting held on Tuesday 10th Dec 2019 @ 7pm at Glemsford Village Hall**

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

The clerk.

5 members of the public.

**01.12 Parish announcements**

The Parish Council office will close after business on Friday 20th Dec and re-open on Friday 3rd Jan 2020.

**02.12 Apologies for absence**

DCllr Holt CCllr Kemp

**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 12th Nov 2019**

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

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

Estimates have been received to fence the pay park at Kings Rd. They vary between £7200-£8000 plus VAT. Confirmed quotes are to be obtained.

**06.12 To receive reports**

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

**DCllr Plumb –** due to elections no decisions have been made. Planning and licensing committees are working as normal.

**07.12 Planning**

**New applications:**

**DC/19/05272 - 38A Egremont St**

Erection of 1no dwelling (following demolition of existing garage).

***It was resolved*** to recommend no reason to object

**DC/19/05395 – 11 Spring Meadow**

Severance of garden and erection of 1no single storey dwelling and cartlodge including alterations to existing access

***It was resolved*** to recommend no reason to object **DC/19/05442 – Hi Tor, Skates Hill**

Erection of single storey front and rear extensions; conversion of garage to additional living accommodation and erection of a utility extension (following demolition of conservatory)

***It was resolved*** to recommend no reason to object

**Granted applications:**

**DC/19/04809 – Land south of 13 and east of 15 Whitlands**

Erection of 1no dwelling and garage

**DC/19/02696 – Land to the rear of The Martins, Windmill Row**

Erection of 3no dwellings

**08.12 Public question time**

Further enquires were made about moving of the speed limit at Brook St. It was explained that a quote of £4712.00 had been received by Suffolk County Council, however, this was subject to change. This is to be an agenda item next month.

**09.12 Accounts for approval**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Gardens ARB | 2625.7 | | Charge card | 222 | | A Southgate - Xmas tree | 33 | |  |
| Jayden Electrical 118.18 |  |
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**10.11 Reports from working groups**

Cemetery – nothing to report

Village hall and Finance – combined as below:

**Financing of proposed village hall extension**

Consideration needs to be given to the financing of the proposed village hall extension.

**Public Works Loan Board** – this seems to be the preferred method of borrowing using an EIP scheme (payment of capital and interest). A ‘ballpark’ figure of £500k has been quoted by the architect; this will cover the whole project. ***It was resolved*** (Cllr Sewell voted against) to make enquiries about a loan of £400k over a 40 year term. It is anticipated this will cost in the region of £22,700 per annum which will be funded by the Precept (council tax).

Other funding avenues are to be investigated. There are many that can be applied for.

**VAT** – haven taken advice it appears that if purchasing is done via the Parish Council the VAT on a majority of items will be reclaimable.

A public consultation is to take place at the village hall on Saturday 25th January 2020. This will give the public the opportunity to view the proposed plans, give feedback and ask questions.

Planning permission is to be looked into after the public consultation, it is hoped this will be submitted mid February. Cllr Plumb will make preliminary enquiries at BDC.

Climate Emergency group –

*standing orders suspended for Lesli Tunbridge to report*

An initial, informal meeting of the group is to be arranged. Parish Councillors are invited to attend.

Lesli is in receipt of an Environmental Policy which it is hoped will be adopted.

A village resident has offered to calculate the carbon footprint of the village hall.

Lesli and Jackie Coote attended the Cambridgeshire Climate Emergency course.

*Standing orders re-instated*

**11.12 Report from Playing Field Committee**

Cllr Plumb read the report below:

***THE GLEMSFORD PLAYING FIELD COMMITTEE REPORT***

*The Glemsford playing field committee are committed to redefining the boundaries of the playing field. For reasons of security, accessibility and protection of future investment in the playing fields, it has been unanimously agreed that attempting to open up the existing area between the main entrance and the skate park area is a sensible way of addressing these concerns.*

*The landowners have been twice contacted regarding the potential acquisition of this land and it is hoped that, if agreed, an application of S106 funds could be made for all or some of the monies needed to finance this acquisition.*

*This is the financial priority of the playing field committee and we hope that all other plans or applications of S106 monies are paused until we can report back on this proposal.*

*Most of the committee members are now registered with the charities commission and by default have become trustees of the Glemsford playing field. There are still two committee members that need updating with the charities commission who have now submitted the relevant details to do so.*

*As we are now officially acknowledged as a committee, Colin Parmenter has suggested changing the signatories of the charity bank account, in which we agree and will do in due course.*

*An amount of cutting back and tidying of the playing field and approach road has been undertaken with the intent of planting some wildflower and to understand the complexities behind our next maintenance contract.*

*There has been contact from the WI group regarding planting an amount of trees of on the playing field but it has been advised that until we redefine the boundaries, we will not be sure of where to best undertake this project*

*As the registration process of the current committee took longer than expected and was completed in October, the annual AGM which constitutionally, is also scheduled for October, has not yet taken place. It made no sense to deselect any members for re-election and there has been no objection to scheduling the next AGM to October 2020. There are 3 seats available should any other member of the public show interest in joining the committee.*

*Should any further thoughts or questions need asking please contact us at* [*gpfmc19@gmail.com*](mailto:gpfmc19@gmail.com)

*Many thanks*

*Dan Beetles*

*Standing orders suspended for public inclusion*

Cllr Southgate asked whether the playing field committee had given thought to the installation of a zip wire and the updating of the skate park as previously discussed. Mr Beetles explained that it was felt that as there were on-going discussions with the farmer about acquiring land and redefining the area there would be no sense investing money in new play equipment until plans had been confirmed.

Mr Beetles asked if there were two parties interested in purchasing land. It was explained that as part of the Neighbourhood Plan a ‘call for sites’ for development had taken place, whereby anyone can put land forward for consideration. Land next to the playing field is one such site.

It was explained by Clr Plumb that the s106 monies have to be used by 2022-23. It was confirmed that commitment had been made some years ago to spend s106 money on updating the skate park and this would not be delayed much longer. Fencing for the Kings Rd play park may also be financed by s106 money. There is the possibility that the play park at Crownfields which is currently owned by BDC will be passed to the parish Council to maintain, again by use of s106 funds.

The question was raised as to whether s106 funds can be used to purchase land as it is thought funds have to be used for recreational equipment only; this is to be looked into.

It is hoped that committee meetings will be held on a Thursday to enable Cllr Plumb (committee member) to attend.

**12.12 Newsletter – ideas for distribution**

Distribution of the well received newsletter is proving difficult. The following suggestions were made:

Copy on Glemsford matters Face book page

Copy slotted inside the Contact magazine

Display boxes in prominent places

Copies available at the Friday Cafe

It is hoped the next copy will be published after the Parish Council meeting in January.

A member of the public has offered to distribute some copies.

**13.12 Meeting dates – to agree**

Meeting dates were agreed

**14.12 Parking issues on grass opposite Wongs/Cherrytree-possible planting of rose bushes**

Vehicles’ parking on the grass is an issue once again. The idea of planting roses was put forward in the hope it will deter drivers front parking on the green. The WI is to be approached regarding donating some rose bushes. This will be an agenda item next month.

**15.12 St Mary’s Church – flooding issues**

Cllr Plumb met with a representative from Suffolk County Council, CCllr Kemp and Mr Ford of Park Farm to discuss the flooding issues at the Church. It was agreed engineers will look into a scheme to rectify the matter. SCC originally quoted in excess of £11000.00 to do the work; Mr Ford quoted in the region of £4000.00, however, he will need to become SCC accredited to complete works.

**16.12 Additional litter bin request – Hunts Hill Stores/Post Office**

A request for an additional litter bin has been received. It was agreed that if the store owner is willing to pay for the bin at a cost of £235.00 plus VAT the Parish Council will pay to have it emptied.

**17.12 Use of SALC for internal audit services – to agree**

It was agreed to continue to use SALC as the internal auditors

**18.12 Correspondence to report**

Swarco have offered an annual maintenance contract for the Speed Indicator Devices at a cost of £526.00 plus VAT. It appears these are the only people to maintain these devices and contract for other Parish Councils in the area. This will be an agenda item next month.

Friends of Glemsford School have asked if they can erect some simple dog fouling signs on the verges near to the school. This was agreed.

EON has advised that the electricity DDR for the Village Hall is to reduce to £108.00pm due to the account being £552.43 in credit.

Harriet North sent the following message:  
*“Thank you to all the Glemsford Parish Councillors for the time and care you give for the benefit of the village and all residents. You do take the time to listen and this has been demonstrated, for example, during the Neighbourhood Plan Open Days at the village hall and the Parish Council newsletter. I hope the agenda for the festive season is a restful but happy one!”*

Finally, a reminder, there are three vacant positions on the Parish Council. If anyone is interested please contact the clerk

**119.12 Date of next meeting – 14th Jan 2020 @ 7pm**

Meeting finished at 7.55pm

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