**Glemsford Parish Council Meeting**

**Minutes of the meeting held on Tuesday 12th Dec 2021 at Glemsford Village Hall**

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

The clerk.

CCllr Kemp DCllr Holt

4 member of the public

**01.12Parish announcements**

Following Government guidance with regards working from home, the Parish Council office is now closed. Councillors can be contacted and emails are being checked.

**02.12 Apologies for absence**

**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.

Cllr Southgate declared a non-pecuniary interest in planning application DC/21/06154

Cllr Mills declared a non- pecuniary interest in planning application DC/21/06417

**04.12 To adopt minutes of council meeting held on the 9th Nov 2021**

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

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

No matters arising

**06.12 To receive reports**

**CCllr Kemp report –**

Report can be viewed on the website.

Thanks were given to all local communities for help given during the Covid19 crisis.

Ownership of land near to Kings Rd playpark with overgrown hedging is being looked into by Suffolk County Council. The Parish Council are also to investigate.

Harriet North gave thanks to CCllr Kemp for the offer of funding to start a new project in the village.

CCllr Kemp wished all a healthy and festive Christmas.

**DCllrs report –**

Report can be viewed on the website.

DCllr Holt wished all a Happy Christmas.

**07.12 Planning:**

**New applications:**

**DC/21/06154 – Enderley, Skates Hill**

Erection of 1 and ½ storey ancillary outbuilding providing garage/workshop and annex for relative (following demolition of existing outbuilding)

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

Cllr Southgate did not vote

**DC/21/06436 – Mangrette, Drapery Common**

Erection of single storey front extension

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

**DC/21/06417 – 22 Angel Lane**

Application under section 73 of the Town & Country Planning Act relating to DC/20/01646 for variation or removal of condition 3 (specific restriction on development: occupation restriction)

***It was resolved to recommend - refusal – back garden development***

Cllr Mills did not vote

**DC/21/06353 – 24 The Pippins**

Erection of a garage (resubmission of granted application B/16/00495 now lapsed)

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

**Granted applications:**

**DC/21/03816 – Flax Mead, The Croft**

Erection of a detached 4-bay cart lodge

**DC/21/05825 – Peverells, Tye Green**

Works to trees in a conservation area. Reduce east side of crown of 1no weeping pear in front garden by approx. 2m, no further than previous reduction points - BDC does not wish to object

**DC/21/05826 – 3 Radford Drive**

Works to trees subject to a tree preservation order (BT141) – reduce crown of T1 ash by 1.5-2m (keeping it a suitable size for the property) –

**DC/21/05885 – 17 Chequers Lane**

Works to trees in a conservation area. Reduce overhang and clear around services of 1no liquid amber (T1) and 1no silver birch (T2), reduce height of 1no flowering cherry (T3) prune 2no acer (T4&5), fell 1no cherry (T6), clear around services of 1no field maple (T7), reduce crown of 1no ash (T8) by up to 2m, fell 1no laurel (T9), prune 1no ash (T10) in rear garden, remove deadwood of 1no hazel tree (T11), crown lift 1no Portuguese laurel (T12) and fell 1no diseased laburnum (T13) - BDC does not wish to object.

**08.12 Public question time**

Harriet North is to hold a trial ‘pie club’ session, primarily aimed at lone men. It was asked if the Parish Council would be able to help with funding. This is to be an agenda item next month.

**09.12 Accounts for approval**

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

Payments for authorisation December:

Main account:

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| Suff Ass Local Councils-training | | 93.6 | |
| Gardens ARB | | 1344 | |
| Chg card | | 14.39 | |
| Transfer from cur a/c to deposit a/c | | 419853 | |
| Village Hall account:   |  |  | | --- | --- | | T&P Fire | 150 | | GC & Ass (paper towels) | 68.15 | | Altek Chem (legionella sampling) | 132 | | Thermal Air-air con service | 180 | | D George Xmas tree V/H | 34.99 | | |  | |

Receipts November:

Cemetery - £1900

Allotment - £140

Grass Cut SCC - £633.74

Hall hire - £987

**10.12 Reports from working groups**

**Cemetery**

**New path installation – use of funds**

The £10,000 grant received will be used towards the installation of the new footpath. ***It was resolved*** that the balance will be paid from C.I.L. funds held by the Parish Council.

**Charges – possible review of**

Charges are to be reviewed at the end of the financial year (end March 2022)

**Risk assessment of graves**

A risk assessment of graves is to be carried out at the end of January when grave tidying takes place.

**Additional works (hedging/soil removal)**

***It was resolved*** to approve additional hedging work and moving of excess soil at a cost of £780.00 plus VAT.

**Small grit bin – possibility of**

***It was resolved*** to purchase a small grit bin and salt/grit at a cost of approx. £100 for use at the Cemetery.

**Finance**

**To agree clerk as responsible finance officer**

***It was resolved*** to agree the clerk as the responsible financial officer

**To review and agree DDR’s and standing orders**

***It was resolved*** to agree the DDR’s and standing orders

**To review and agree charge card policy**

***It was resolved*** to agree the charge card policy

**To review and agree effectiveness of internal control policy**

***It was resolved*** to agree effectiveness of the internal control policy

**To agree effectiveness of internal audit**

***It was resolved*** to agree the effectiveness of internal audit

**To review and agree banking and electronic payments policy**

**It was resolved** to agree banking and electronic payments policy

**Playing field committee – grant application**

The grant funding application from the playing field committee was discussed.

***It was resolved*** to agree an allowance of £1000 from the 2022-23 budget to help towards maintenance/grass cutting of the playing field.

**Agreement of budget figures**

The budget figures where discussed and agreed. ***It was resolved*** to agree the budget figures.

**Precept – to discuss**

The 2022-23 precept was discussed. Due to rising prices it will be necessary to increase budget allowances for insurances, memberships/subscriptions. Also, electricity and water rates for the village hall.

Street light energy costs were also discussed. Suffolk County Council is unable to give an idea of electricity costs for the street lights for 2022-23 until the end of April. In order to be able to submit the precept to BDC in January ***it was resolved*** to make an allowance for a 50% increase in costs.

Salaries were discussed. ***It was resolved*** to increase salaries by 3.8% to allow for the increase in the rate of inflation.

**Village Hall**

**Update on village hall extension**

The loan application from the PWLB has been agreed and funds should be received on the 14th Dec 2021. An interest earning account is to be looked into. A zoom meeting is to be arranged to discuss this.

The architects have three quotes from builders. Meetings are to be arranged.

**Hall hire – possible review of pricing**

Prices are to be reviewed at the end of this financial year. If there are any changes these will be effective from the 1st April 2022.

Cllr Cain is to look into other halls cancellation policies regarding pre-booked hire sessions.

**Other business**

Cllr Sewell is to ask a local electrician about PAT testing for equipment in the hall.

Cllr Southgate is to obtain a price for a container to store equipment in whilst the alterations are being done. This would then be situated on the allotment site for future storage of litter/dog bins etc. It may be that the builders will be able to help with this item.

**Neighbourhood Plan**

There is to be a re-consultation of the Local Plan which may delay the progress of the Neighbourhood Plan. It is possible that the revised Local Plan will mean a higher number of new houses for Glemsford.

**Playing Field Management Committee**

There are some misunderstandings within the report which require clarification before publishing.

**Climate Emergency (Greening Glemsford)**

Report can be viewed on the website.

**New Village Hall play park**

**To review plans**

Quotes have been received from the following suppliers:

Creative Play

Wickstead

Hags

Each supplier has produced a plan which will be made available for public viewing. These will be on the website and on the village notice board.

**Financing of**

An application is to be made to Babergh District Council to use s106 and CIL funding to pay for this project.

**11.12 Correspondence to report**

Correspondence had been received concerning parking issues at Tye Green and Fair Green. It was explained that the Parish Council have no powers with regards illegal parking. However, it was agreed that the Parish Council will communicate with the Police about this matter.

It was asked if the Parish Council would invite a representative from the doctor’s surgery to discuss on-going problems. It was agreed that this was not something that the Parish Council would consider as it is outside of their area of jurisdiction.

Correspondence from a member of the Playing Field Committee had been received concerning charging for hire of the village hall. It was requested the hall be made available free of charge. It was explained that all users of the hall, including charities, pay for hire of the hall (at a reduced rate).

A request has been received to have the speed bumps on the village hall approach road marked-up. This is to be an agenda item next month.

Cllr Plumb wished all a healthy Christmas break.

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**12.12 Date of next meeting**  – 11th Jan 2022 at Glemsford Village Hall

Meeting finished at 8pm

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