

LITTLE GLEMHAM PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Monday 11th July 2016 in the Parish Room

1. **Present from the Council:** Peter Chaloner [Chairman] Ceri Larman; Kate Burt; Tony Eaves; Roger Blyth; Pat Trinder [Clerk]
2. **Present from the Public:** Mr Frank Hilder; Lindsay Last; Annette Cresswell; Steve Nicholls; Claire Young;
3. **Apologies for Absence:** Philip Hope-Cobbold; Claire Peck; Stephen Burroughes [County Councillor] Carol Poulter [District Councillor]
4. **Declaration of Interest:** None
5. **Minutes of the last meeting:** The Minutes of the meeting held on 13th June 2016 were unanimously adopted and signed as a correct record. *[Proposed by the Chairman; Seconded by Cllr. Ceri Larman]*
6. **Matters Arising from the 13th June Council meeting:**
 - a. **[i] Community Area Update:** The Chairman reported on the July inspections to date, when he had noted 3 broken fence posts; entrance gate not closing properly; shed window missing; hole in the chain-link fence, which he thought was deliberate. He had replaced the shed window from his stock of spares, and eased the gateposts and proposed to leave the other two matters until further progress has been made with the community area project. He would carry out the refurbishment of the commemorative seat in the near future. It was noted that the annual safety inspection would be carried out in September. *The clerk asked councillors to let her know if they were unable to carry out their allocated monthly inspections so that alternative arrangements could be made.*
[ii] Improvements to Community Area Play Facilities, to include associated car parking provision: The clerk had confirmed that SCDC had acknowledged receipt of LGPC's request for pre-application planning advice and a response is expected by 18th July'16. The Chairman thanked Cllr. Tony Eaves for his comprehensive business plan which had been circulated and discussed at the last meeting. Tony advised that he had arranged a site visit with another play equipment supplier, Sovereign, on 26th September'16 at 10.00 a.m. so that comparison costs can be obtained. Sovereign will provide a 'no obligation' plan and quotation which would remain in force for 12 months. As councillors were aware, Wicksteed prices had been used in the business plan, as a benchmark for price and quality, but 3 quotations would be required to progress the project, in line with the Council's financial standing orders. Lindsay Last provided details of a possible third supplier, Playquest, and also suggested liaising with neighbouring parishes who had recently installed new play equipment. There was a brief discussion on the timescale for identifying funding sources, applying for grant funding, co-ordinating local fund-raising, etc.; the Chairman was hopeful that most of the cost could be raised by grants, and asked if the total project cost could be spread over more than one financial year, bearing in mind that if the Council's turnover exceeds £25K in any one year, it would automatically be subject to a more rigorous accounting regime. Tony was confident that the costs could be spread over a longer term; he stressed the need to identify the exact scope of the project in order to move forward. An organising team/committee of volunteers would need to be formed. The clerk was asked to ask Carol Poulter to find out exactly how much money is in the 'Outdoor Playing space Fund' [administered by SCDC] to enable LGPC to make an application. The Chairman thanked everyone for their input and hoped that progress could be made after the summer recess. *[A.P. Clerk]*
 - b. **Maintenance of highways/pavements/footpaths:** The Chairman reported that all the storm drains along the south side of the A12 were full to the top with silt again,

following this-evening's heavy rainfall. It was noted Highways had cleared the drains after last month's complaint, but it was obvious that something more permanent needs to be done to avoid the drains overflowing every time there is heavy rainfall. Lindsay Last commented that surface water from Church Road/Hoo Lane naturally drained down to the A12 drains, and this is a cause for concern in an area already designated as "high risk" of surface water flooding.

- c. **Neighbourhood Watch Update:** On a Proposition by the Chairman, it was agreed to delete this item from future Council agendas.
 - d. **New Village Sign:** Nothing further to report.
 - e. **Four Village Bypass Working Party Update [SEGway]:** Nothing further to report.
 - f. **Sizewell C Update:** Nothing further to report.
 - g. **Provision of another 'Fido' dog waste bin:** The Chairman had visited the three locations suggested at the last meeting and had circulated photographs showing where he thought the bin could be positioned at each location. Details were circulated to everyone present and it was unanimously agreed that the new bin should be put in Hoo Lane, by the bridleway sign. **[A.P. Clerk]**
 - h. **Traffic congestion in Church Road:** Nothing to report in Cllr. Claire Peck's absence.
- 7. **Suffolk County Councillor's Report:** Copies of Stephen Burroughes' written report had been circulated and was taken as read and received.
 - 8. **District Councillor's Report:** Nothing to report in Carol Poulter's absence.
 - 9. **SCDC: Engagement Forums:** Full details had been circulated via email. There was a brief discussion on the proposal to hold bi-annual forums, to which representatives from all the town and parish councils in the district will be invited. Cllr. Tony Eaves suggested that online forums should be considered as part of this initiative; On a Proposition by the Chairman, it was agreed to confirm LGPC's support for the proposed forums, suggesting that they be held in the afternoon.*[Chairman agreed to attend on behalf of LGPC if inaugural meeting date is convenient; A.P. Clerk]*
 - 10. **June'16 Community Emergency Planning Newsletter: To consider correspondence received from Emergency Planning Officer [Ipswich Borough & East Suffolk District Councils]** Full details had been circulated via email. The Chairman felt that if Little Glemham is going to have an 'emergency planning team', to put in place contingency plans to ensure that the village is prepared to deal with any future emergencies, there should be a wider community involvement and representation should not, therefore, be restricted to parish councillors only. He thought that likely emergency situations could involve extreme weather conditions; hazardous spillages on roads or railway lines. Mr Frank Hilder kindly volunteered to be involved and the clerk agreed to forward the newsletter to him, via email. The clerk was also asked to put a notice in the Ebb & Flow, seeking other volunteers. **[A.P. Clerk]**
- 11. **Planning**
 - a. **Planning Application ref: DC/16/2771/FUL – Part Side Garden, Laneside, 18 Shop Lane: Erection of new dwelling:** The application details, which had only recently been received, were circulated at the meeting. The Chairman commented that LGPC had approved a previous application for a more conventional style house on this site. Whilst he still had no objection, in principle, to a new dwelling on this site, he did object to the new proposal on design grounds, which, he felt, would have a detrimental impact on the village. Lindsay Last wondered whether it would be prudent to seek the neighbours' views on the proposal before making a decision. Peter confirmed that immediate neighbours would be consulted and would have an opportunity to make representations to the planning authority in the usual way. After further discussion, it was agreed to circulate the plans to all councillors, noting that they should forward their views to the clerk by the response deadline of 28th July. **[A.P. Clerk]**

12. Finance:

a. Financial Update:

The amount in the current account is:	£ 105.84
The amount in the deposit account is:	£ <u>6,150.75</u>
Total:	£ 6,256.59

The Chairman was disappointed to report that the bus shelter bin had not been emptied for quite some time which had led him to question whether Miss Chandler had been able to carry out the monthly bus shelter cleaning duties since payment of the last invoice. He therefore proposed that the Council should write to Miss Chandler, advising that they are withholding the payment due for the last quarter [April/May/June'16] and asking her to let the Council know if she wishes to continue with the job. **[A.P. Clerk]**

b. Invoices for Payment:

- Clerk's invoice for salary & expenses
[April/May/June 2016]..... Amount: £ 434.45
- E-ON – Electricity charges 01/04/16 – 30/06/16 Amount: £ 19.91

After payment of the above invoices [**£454.36**] the combined amount held in the accounts is **£5,802.23**

13. Any Other Business:

- a.** Road Investment Strategy – Road Period 2: Details had been circulated via email. Information noted and to be kept on file.
- b.** SCDC: Raising Awareness of Prevent – The Government's prevent strategy – [UK's Counter Terrorism Strategy] Information noted and to be kept on file. Poster to be put in village noticeboard.
- c.** SCDC – Devolution – Invitation for representative of LGPC to attend a special consultation event on 21st July 2016. The Chairman confirmed his willingness to attend the event on behalf of LGPC. **[A.P. Clerk]**
- d.** Cllrs. Tony Eaves and Roger Blyth presented their apologies for the September meeting.

14. Date of next meeting: MONDAY 12th SEPTEMBER 2016 at 8.00 p.m.

There being no further business, the Chairman thanked everyone for attending and closed the meeting.

Signed as a correct record.....

Peter Chaloner
Chairman

DATE: 12th September 2016