

**LITTLE GLEMHAM PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on**  
**Tuesday 12<sup>th</sup> March 2019 in the Parish Room**

1. **Present from the Council:** Mr Peter Chaloner [Chairman] Claire Peck; Frank Hilder; Stephen Bayfield; Pat Trinder [Clerk]
2. **Present from the Public:** Carol Poulter [District Councillor]
3. **Apologies for Absence:** Cllrs. Philip Hope-Cobbold & Lynne Gibbs; Stephen Burroughes [SCC]
4. The Chairman recorded the Council's sincere condolences to Cllr. Lynne Gibbs following the death of her husband.
5. **Declaration of Interest:** None
6. **Minutes of the last meeting:** The Minutes of the meeting held on 12<sup>th</sup> February 2019 were unanimously adopted and signed as a correct record. *[Proposed by the Chairman; Seconded by Cllr. Frank Hilder]*
7. **Matters Arising from the 12<sup>th</sup> February Council meeting:**
  - a. **[i] Community Area Update:** Nothing further to report; *Proposed – Arrange next working party some time during May* - to deal with outstanding issues, including replacement of 4 broken fence posts and minor repairs to the shed;  
**[ii] New Draft Lease:** The clerk had contacted the Estate's solicitors regarding the issues raised at the last meeting, who had confirmed that they would 'take instructions' on two of the points raised; With regard to LGPC's query relating to the 'start date of the lease' – shown on documentation as 1<sup>st</sup> August 2018 – they had confirmed that although the Contractual Term commenced on 1<sup>st</sup> August 2018, the timing of the alterations obligations is linked to "the date of the lease" i.e. the date the lease is completed rather than the first day of the Term. *Further information awaited; [A.P. Clerk]*  
**[iii] Fencing and clearing the new site;** *In abeyance;*  
**[iv] Associated car parking provision;** *In abeyance;*  
**[v] Improvements to community play area facilities;** *In abeyance;* The Chairman understood that EDF are prepared to give funds to community projects and it was agreed that this was a possible funding source that should be actively pursued, as soon as the new lease has been agreed;
  - b. **Maintenance of highways/pavements/footpaths:** The Chairman reported that the gullies along the A12 [southbound] struggled to cope with the volume of water during the recent heavy rainfall. This was exacerbated by sand and gravel being washed down from Sandy Lane, onto the A12, when there was heavy rain, making the road surface slippery and dangerous. Peter referred to action taken by Glemham Estates in February 2017 when they had graded the track and agreed to undertake the necessary maintenance, on a regular basis, to alleviate the problems. Councillors were aware that it is illegal under the Highways Act for a landowner to discharge anything other than water onto a highway, and it was agreed, therefore, to ask the Estate's agents to take appropriate action to try to resolve this issue, and fulfil their obligations. In the meantime, it was agreed to ask Highways to clear the gullies again, as a matter of urgency. *[A.P. Clerk]*
  - c. **Bus Shelter Cleaner Vacancy:** The clerk confirmed that the vacancy had been re-advertised in the Ebb and Flow; there had been no responses to date. Peter advised that he had been emptying the bin when necessary. Stephen suggested combining the bus shelter cleaning duty, which was only 1 hour each month, with the monthly Community Area inspection rota, and those councillors present thought that this would be a workable solution. On a Proposition by the Chairman, it was agreed to proceed on this basis, if there were no responses by the next meeting. *[A.P. Clerk]* *[Page 1 of 3]*

- d. **Litter Pick 2019: Saturday 27<sup>th</sup> April 2019:** The clerk confirmed that the Council's litter pick date had been registered with SCDC and all the materials had been ordered. It was noted that to be eligible for the scheme, all registered groups should submit a photo of their event and permit use of the photo for publicity purposes. The Chairman agreed to put posters up at prominent locations in the village, nearer the time, and reminded councillors and members of the public taking part to assemble at the Parish Room at 10.00 a.m. on the day. Carol Poulter confirmed that she hoped to attend; **[A.P. Clerk]**
8. **Parish/Town Council Elections: 2<sup>nd</sup> May 2019:** Details of the arrangements and statutory procedures for the forthcoming elections had been circulated via email and the clerk distributed nomination packs to councillors present. It was noted that councillors should deliver their completed nomination papers by hand to the appropriate address, details provided, by the deadline of 4 pm on 3rd April 2019. **[A.P. Clerk]**
9. **Sizewell C – Stage 3 Public Consultation:** The Chairman and other councillors reported on their attendance at the linked parish workshop meeting on 23<sup>rd</sup> February and the Joint Parish meeting on 2<sup>nd</sup> March'19 and highlighted some of the issues raised during the discussions. The Chairman had circulated a draft of the Council's formal response to the Stage 3 consultation and no specific points/issues had been raised by councillors; A copy of the response would be circulated to all the other parishes in the group, responses to be returned by 22<sup>nd</sup> March, following which the Chairman will circulate the final response for approval and subsequent submission.  
As a matter of information, Carol Poulter confirmed that, in the light of the imminent creation of East Suffolk Council on 1<sup>st</sup> April 2019, SCDC had already submitted their response to the Sizewell C Stage 3 consultation, and briefly outlined some of the main issues the District Council had opposed. The Chairman commented that LGPC 's response mirrored the District Council's views on many of the issues and agreed to forward a copy of the final report to Carol. **[A.P. Chairman/Clerk]**
10. **Suffolk County Councillor's Report:** Copies of Stephen's written report had been circulated.
- a. Little Glemham Community Speed Watch:
- Stephen had advised that his current budgets have become subject to the 'purdah' restrictions and are suspended, at least until the new financial year, due to the impending national local government elections. The clerk referred to Stephen's written commitment to support the purchase of the speed watch equipment which will be paid for from his SCC Locality budget in the financial year 2019/20 as promised.
  - *Speedar Quotation:* Copies of the quotation, for a total package price of £1,272, including VAT, had been circulated. It was suggested that 2 additional Hi Vis XXL vests should also be added to the order, additional cost to be advised. On a Proposition by the Chairman, it was agreed to accept the quotation, and proceed with the order as soon as Stephen Burroughes confirmed he was in a position to provide the necessary funding. **[A.P. Clerk]**
- b. Replacement grit bin for The Knoll: Copies of Stephen's written commitment to provide funding in the financial year 2019/20 had been circulated. Clerk to liaise with Stephen as in 10[a] above; **[A.P. Clerk]**
11. **District Councillor's Report:** Carol briefly outlined some of the issues in her written report, which she agreed to forward for circulation in due course.
12. **Planning:** Nothing to report
13. **Finance:**
- a. **Financial Update:**
- |                                       |                          |                      |
|---------------------------------------|--------------------------|----------------------|
| The amount in the current account is: | £ 2,264.08               |                      |
| The amount in the deposit account is: | <u>3,271.99</u>          |                      |
|                                       | <b>Total: £ 5,536.07</b> | <i>[Page 2 of 3]</i> |

- b. **Invoices to be paid:** None  
The combined amount held in the accounts is **£5,536.07**
  - c. **VAT Reclamation for 2018/19:** The clerk reported that an amount of £360.28 would be claimed. *[A.P. Clerk]*
  - d. **Replacement cheque signatory:** Documentation awaited; clerk to liaise with Frank when received; *[A.P. Clerk]*
- 14. Scottish Power Renewables: East Anglia One North Offshore Windfarm & East Anglia TWO Offshore Windfarm : Phase 4 Consultation Round:** *Deferred at the last meeting; Agreed that this matter had been dealt with elsewhere on the agenda.*
- 15. Any Other Business:**
- a. LGPC Web-hosting agreement: The Chairman commented that the current agreement runs until September 2020, and whilst he would be prepared to continue to operate the Council website for a short time, after 'standing down' in May, the matter does need to be addressed, and a replacement appointed.
  - b. Frank presented his apologies for the April meeting.
- 16. Date of next meeting: Tuesday 9<sup>th</sup> April 2019 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: 9<sup>th</sup> April 2019