

LITTLE GLEMHAM PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Tuesday 12th November 2019 in the Parish Room

1. **Present from the Council:** Philip Hope-Cobbold [Chairman] Frank Hilder; Lynne Gibbs; Claire Peck; Emma Angell; Pat Trinder [Clerk]
2. **Present from the Public:** 1
3. **Apologies for Absence:** Stephen Bayfield; Stephen Burroughes [County Councillor] Carol Poulter [District Councillor]
4. **Co-option of new Councillor:** The Chairman welcomed and introduced Eric Gore to the meeting. On a Proposition by Cllr. Lynne Gibbs, Seconded by Cllr. Claire Peck, it was unanimously agreed to co-opt Eric Gore onto the Council. The Council formally received his completed Declaration of Acceptance of Office form; *N.B. Members Register of Interests form to be completed online in due course; [A.P. Clerk/Eric Gore]*
5. **Appointment of new clerk:** On a Proposition by Cllr. Frank Hilder, Seconded by Cllr. Lynne Gibbs, it was unanimously agreed to appoint Alistair Besly as the new clerk to the Council, terms and conditions of employment as discussed at interview. Handover period during Nov/Dec 2019; *First meeting for new clerk January 2020; [A.P. Pat/Alistair]*
6. **Declaration of Interest:** Philip Hope-Cobbold: Agenda item 8 [ii] [iii] [iv] [v]
7. **Minutes of last meeting:** The Minutes of the meeting held on 8th October 2019 were unanimously adopted and signed as a correct record. *[Proposed by The Chairman; Seconded by Cllr. Claire Peck;]*
8. **Matters Arising from the 8th October Council meeting:**
 - a. **[i] Community Area Update:** Following earlier reports already circulated, Frank confirmed that the community area was still closed, for safety reasons, following the vandalism that had occurred to the shed, although it was noted that closure notices had been ignored by some young people who were still accessing the site. Agreed that the shed should be dismantled and removed from the site as soon as possible. Proposed and agreed that other outstanding maintenance issues identified during this year's safety inspection would be dealt with in the spring; **[A.P. Clerk]**
[ii] New Draft Lease: Nothing to report; matter ongoing;
[iii] Fencing/Clearing the site: *In particular, to discuss views raised at the last meeting, opposing LGPC decision to utilise additional land to create a dedicated dog exercising area;* Emma referred to the suggestion made at the last meeting to cordon off approx. 1/3rd of the present community area site, to provide a dedicated dog-exercising area, which she felt merited further consideration. There was a brief discussion on this and associated issues, following which councillors supported Cllr. Lynne Gibbs proposal for deferral until the next meeting, in the light of Cllr. Stephen Bayfield's absence;
[iv] Associated car parking provision: *Item shelved; [LGPC meeting 10.9.19 Agenda item 8[a] [ii] refers;]*
[v] Improvements to community area play facilities: *In abeyance;*
 - b. **Maintenance of highways/pavements/footpaths:** Lynne advised that last month's report of suspected vandalism to trees near to the watercourse/ditch at the top of Shop Lane was in fact as a result of routine hedge-cutting; It was agreed to report blocked gullies along the A12 following the recent heavy rainfall; **[A.P. Clerk]**
 - c. **Childrens' informal outside learning project:** Emma confirmed that organisers intended to submit an application for grant funding from the Adnams Community Grant Scheme by the deadline of 29th November'19 and asked if any funding received could be paid into LGPC bank account. It was agreed that this would be acceptable; Emma to request bank details when required; **[A.P. Clerk/Emma]**

d. **Provision of dog waste bin in Shop Lane:** Following action agreed at the last meeting, the clerk advised that she had not yet received the photograph of the suggested location for the new bin. Emma agreed to expedite; **[A.P. Clerk/Emma]**

9. **Sizewell C:** Nothing further to report;

10. **Suffolk County Councillor's Report:** Copies of Stephen Burroughes' written report had been circulated and taken as read and received.

a. Little Glemham Speed Watch: Frank asked the clerk to forward an up-to-date list of current volunteers; he thought it might be beneficial to distribute another flyer round the village, seeking more volunteers for the scheme; **[A.P. Clerk/Frank]**

11. **District Councillor's Report:** Nothing further to report;

12. **Planning:** Nothing further to report;

13. **Finance:**

a. **Financial Update:**

The amount in the current account is: £ 580.26

The amount in the deposit account is: £ 7,677.50

TOTAL: £ 8,257.76

b. **Invoices for payment:**

• Speedar Ltd – Speed Watch Equipment..... Amount: £ 1,292.28

• Clerk's invoice for October 2019..... Amount: £ 137.11

After payment of the above invoices [£1429.39] the combined amount held in the accounts is £6,828.37.

c. **Setting of Annual Budget 2020-21:** Details of the 2020-21 Town & Parish Council Precept Demand letter had been circulated; information regarding the 2020/21 tax-base which will be used to calculate the parish charge, was awaited. Details of the proposed budget for 2020/21 were presented at the meeting. After a discussion on the Council's income and projected expenditure for the forthcoming year, on a Proposition by the Chairman, Seconded by Cllr. Frank Hilder, councillors unanimously agreed that they were 'minded' to request a Precept figure of £3,800, [the same as last year] *Proposition to be ratified at the January 2020 meeting* **[A.P. Clerk]**

d. **To Consider requests for annual donation received from C.A.B. & Suffolk Accident Rescue Service:** The clerk reminded councillors of last year's donation levels, which included £40 to the C.A.B., £30 to the Disability Advice Service and £30 to the Suffolk Accident Rescue Service. On a Proposition by the Chairman, it was agreed to deal with this matter at the January 2020 meeting. **[A.P. Clerk]**

14. **Schedule of meeting dates for 2020, to be held at 8.00 p.m. in the Parish Room:** On a Proposition by the Chairman, the following dates were unanimously agreed:

Tuesday 14th January

Tuesday 9th June

Tuesday 11th February

Tuesday 14th July

Tuesday 10th March

Tuesday 8th September

Tuesday 14th April [*Easter Monday 13th April*]

Tuesday 13th October

Tuesday 12th May [*Parish Annual Meeting*]

Tuesday 10th Nov [*Budget meeting*]

15. **Any Other Business:**

a. East Suffolk Council: Town & Parish Council Forum: January 2020: Details circulated; Councillors to advise if they wished to attend;

b. Neighbourhood Watch Co-ordinator Vacancy: Still unfilled; consider re-advertising;

16. **Date of next meeting: TUESDAY 14th January 2020 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.....

Philip Hope-Cobbold, Chairman

14th January 2020

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