

LITTLE GLEMHAM PARISH COUNCIL
Minutes of the Council Meeting held on
Monday 16th April 2012 in the Parish Room

1. **Present from the Council:** Mr Peter Chaloner [Chairman] Sue Hussey; Stuart Hogg; Roger Blyth; Philip Hope Cobbold; Graham Peck [District Councillor] Pat Trinder [Clerk]
2. **Present from the Public:** None
3. **Apologies for Absence:** Ceri Larman; Colin Hart [County Councillor] PCSO Thora Taylor.
4. **Declaration of Interest:** None
5. **Minutes of the last meeting:** The Minutes of the meeting held on 12th March 2012 were unanimously adopted and signed as a correct record.
6. **Matters Arising from the 12th March meeting:**
 - [a] Community Area:** The Chairman confirmed that the repair to the goal post had been carried out by Peggs of Aldeburgh. Peter had paid the invoice for repair, at a cost of £12.00 + V.A.T. and this was included in the Accounts for Payment. Unfortunately, he had not been able to put the repaired post back in situ because part of the cylindrical upright tubing and the peg that fixes it into the ground, are both missing. Peter offered to investigate the possibility of getting the necessary replacement items, before trying to put the goal post back. Philip hoped to put up the new “dog clean up” and “close the gate” signs very shortly. Roger referred to the existing attractive daffodil display in the community area, and suggested the possibility of putting more daffodil bulbs and primroses, etc. down the side where the trees are and perhaps around the picnic table. Councillors agreed to consider this for the autumn. Peter had inspected all the fences and confirmed that 3 fence posts were broken and a fourth was loose. It was agreed to arrange a working party during May to deal with this issue, along with other routine maintenance.
 - [b] Maintenance of highways/pavements/footpaths:** Nothing to report.
 - [c] SNT – Police Report:** A written police report for March had been circulated [*Copy to be filed with Minutes*] As a matter of information, Philip mentioned that he had contacted the police recently to report vehicles randomly parked near isolated locations in the village. It was thought that these might be associated with local ‘break-ins’ and the police were investigating the situation.
 - [d] Neighbourhood Watch Scheme:** Nothing to report.
 - [e] Proposed refurbishment of the village sign:** Due to pressure of work, Stuart’s contact had not yet been able to visit the site to assess the extent of the work needed, but Stuart was hopeful that he would be in a position to report some progress at the next meeting.
 - Repairs to the Bus Shelter noticeboard:** As agreed at the last meeting, Peter had spoken to Geoffrey Fairhead, who regrettably was not prepared to undertake the necessary repairs. Councillors supported the Chairman’s proposition to leave this matter in abeyance at present and focus on the village sign.
 - [f] Four Village Bypass Working Party update:** There was nothing further to report at this stage. Stuart will update the Council following the scheduled meeting between representatives of the Working Party and Dr. Poulter and Theresa Coffey on the 27th April. Stuart asked councillors to let him have details of any line of questioning they would like the working party to raise with M.Ps.
 - [g] Annual Litter Pick 2012 –** The gloves, rubbish sacks, and recycling sacks received from SCDC were distributed to the council. The litter pick is to take place on Sunday 29th April. Those councillors unable to take part on the 29th April agreed to clear their assigned areas of the village, details already circulated, at some time during the weekend 28/29th April, or shortly after.

7. **District Councillor's Report:** Graham had nothing further to report.
8. **Planning:** Nothing to report
9. **Finance:**

[a] Financial Update:

The amount in the current account is	£ 124.07
The amount in the deposit account is	<u>£3,015.80</u>
Total:	£3,139.87

[b] Invoices presented for payment:

- Bus Shelter cleaning for Jan/Feb/March'12
[3 hours @ £6.08 per hour]..... Amount: £ 18.24
- Clerk's invoice for salary & expenses
[Jan/Feb/March 2012]..... Amount: £ 251.46
- HM Revenue & Customs..... Amount: £ 52.48
- S.A.L.C. Annual Membership..... Amount: £ 114.00
- P Chaloner – Reimburse cost of repair to Goalpost
[Minute Ref: 6[a] LGPC meeting 12.3.12 refers] Amount: £ 14.40
- E-ON – Street Lighting: Jan-March 2012..... Amount: £ 13.05
- Pearce & Kemp Ltd: Street Lighting
Maintenance Contract – 1.4.12 – 31.3.13..... Amount: £ 69.49

After approved invoices have been paid **[£533.12]** the combined amount held in the accounts will be **£2,606.75**.

[c] Signing off of accounts for 2011/12: The clerk was finalising the end of year accounts on the new spreadsheet accounting system and was waiting for Heelis & Lodge [internal auditors who installed the system] to clarify one or two final details before presenting them for approval. It was agreed that the clerk will circulate the accounts, via email, as soon as possible, so that councillors have an opportunity to study them before the next meeting, when it is hoped they can be approved and signed off. **[A.P. Clerk]**

10. **Parish Council Annual Meeting: Monday 14th May 2012:** It was agreed to invite Colin Hart [County Councillor], Graham Peck [District Councillor] PCSO Thora Taylor and representatives of the Parish Room Committee; Parochial Church Council; Keep Fit Club and Debney Trust to present an annual report at this year's meeting.

11. **Any Other Business:**

[1] Significant cuts in audit fees for Town & Parish Councils: Details had been circulated via email and the information was noted. The clerk advised that this proposal related to the financial year 2012/13.

[2] Circular Walks Footpath Leaflet: The clerk advised that the Council's supply of leaflets was running low and on a Proposition by the Chairman, councillors unanimously agreed to authorise the clerk to order a reprint of 500 leaflets; clerk to obtain the best price from the previous and other local printers before proceeding. **[A.P. Clerk]**

[2] Philip wondered if the possibility of organising a village fete at some time in the future merited further consideration. Some councillors felt that the community area might be a suitable venue, but agreed with the Chairman that enthusiastic volunteers would be needed to organise and help run the event.

[3] Philip provided details of the Jubilee Beacon Party to be held at Glemham Hall on 4th June, which is open to the public and will be publicised in the Ebb & Flow.

[4] Sue reported concern expressed by a resident about turf- lorries continuing to use Church Road. Following a brief discussion, it was agreed to write to the firms whose HGV have been using Church Road recently, seeking their co-operation by asking their drivers to use an alternative route, via Tinkerbrook. **[A.P. Clerk]**

12. **Date of next meeting: [Parish and Parish Council Annual meetings]:** Monday 14th May 2012 at 8.00 p.m.

Signed as a correct record.....

Peter Chaloner

DATE: 14TH May 2012