

LITTLE GLEMHAM PARISH COUNCIL

Minutes of the Council Meeting held on Monday 13th April 2015 in the Parish Room

1. **Present from the Council:** Mr Peter Chaloner [Chairman] Roger Blyth; Philip Hope-Cobbold; Ceri Larman; Pat Trinder [Clerk]
2. **Present from the Public:** None
3. **Apologies for Absence:** Tony Eaves; Kate Burt; Stephen Burroughes [County Councillor] PCSO Thora Taylor;
4. **Declaration of Interest:** None
5. **Minutes of the last meeting:** The Minutes of the meeting held on 9th March 2015 were unanimously adopted and signed as a correct record.
6. **Matters Arising from the 9th March Council meeting:**
 - a. **[i] Community Area update:** Feedback from the March weekly inspections carried out by Tony was awaited. It was noted that the grass had been cut.
[ii] Improvements to Community Area play facilities: Circulation of questionnaire: The clerk confirmed that the questionnaires had been hand delivered. Peter reported that to date he had received 2 responses, three people had responded online, and one form had been returned to the pub. Preferences for new play equipment included a climbing frame, slide and roundabout; one respondent did not support any improvements and another declined to comment. On a Proposition by the Chairman, it was agreed to leave the matter in abeyance until the next meeting.
 - b. **Maintenance of highways/pavements/footpaths:** Councillors commented that several potholes had been repaired. The Chairman reported that there is an online facility for reporting potholes and tracking progress, on the County Council's website.
 - c. **SNT Police Report:** A written report, confirming that there had been no crimes recorded for March had been circulated [*Copy to be filed with minutes*]
 - d. **Neighbourhood Watch Update:** Regular updates were received and included on the Council website.
 - e. **Refurbishment of Village Sign:** As agreed at the last meeting, the clerk had written to David Wright to ask for an update on the project timescale, although regrettably, a reply had not been received. The Chairman reported that he regularly received complaints from residents about the length of time that the sign had been missing. The clerk agreed to try and contact David Wright by telephone, so that an update can be provided at the forthcoming Parish and Parish Council Annual meetings on 11th May. [*A.P. Clerk*]
 - f. **Four Village Bypass Working Party Update:** Nothing further to report.
 - g. **Sizewell C Update:**
 - a. **Sizewell C Engagement event held on 11th March'15:** The Chairman reported on the meeting which he and Kate had attended. Most of the discussion had focused on explaining the consultation and approval process, which would not move forward until after the May elections and the Hinkley Point C facility had obtained full approval. The Sizewell C Stage 2 and 3 consultations will proceed as soon as possible after the HPC final investment decision and the timetable will be set by EDF. An application will then be made for a Development Control Order, which is an enquiry process held in front of a group of inspectors who will adjudicate on the submissions. It was noted that LGPC would not be automatically included as a statutory consultee, and would therefore need to register their interest in the pre-application period. The consultation process could take up to a year, following which a final decision would be made by the Secretary of State.

- h. **Litter Pick 2015:** The gloves, rubbish sacks, and recycling sacks received from SCDC were distributed to the council. Councillors supported the Chairman's proposal that, rather than identify a specific date for the litter pick, councillors should clear their assigned areas as soon as conveniently possible, prior to the forthcoming elections on the 7th May.
- i. **Provision of litter bin on A12:** Nothing to report.
7. **Suffolk County Councillors Report:** Copies of Stephen's written report had been circulated via email and were taken as read and received.
- a. **SCC Divisional Briefing meeting held on 25th March'15:** The Chairman reported briefly on discussions which had primarily focussed on two issues:
- **Better broadband Project:** SCC is committed to ensuring that by the end of the first phase of the programme, every property in Suffolk will have access to broadband speeds of at least 2 megabits per second, while 85% of homes and businesses will be able to benefit from superfast speeds [24Mbps or more] Further investment has been committed to ensure that 95% of premises will be able to access the high-speed open network by early 2018.
 - **Local Transport and Highways:** Discussion on rural bus services and the new website for reporting potholes, mentioned earlier in the meeting.
8. **District Councillor's Report:** Nothing to Report
9. **Planning:** Nothing to report
10. **Finance:**

a. **Financial Update:**

The amount in the current account is: £ 107.97*

[This figure includes a VAT repayment sum of £79.39]*

The amount in the deposit account is: £ 4,822.27

Total: £ 4,930.24

b. **Invoices for payment:**

- Bus Shelter cleaning for Jan/Feb/March'15
[3 hours @ £6.50 per hour] Amount: £ 19.50
- Clerk's invoice for salary & expenses
[Jan/Feb/March 2015]..... Amount: £ 360.33
- E-ON – Street Lighting: Jan-March 2015..... Amount: £ 12.87
- S.A.L.C. Subscription 2015/16..... Amount: £ 123.00
- Leiston Press [Photocopies & envelopes]
[LGC meeting 9.3.15 Minute Ref: 6a[ii]]..... Amount: £ 28.80

After payment of the above invoices [**£544.50**] the combined amount held in the accounts is **£4,385.74**.

- c. **E-ON Street Lighting: Un-metered supply [UMS] on a Deemed Contract:** The Council has received notification of a proposed unit price increase from 9.20 p per kWh to 12.40 p per kWh w.e.f. 1st May 2015. This is the first increase for nine years, and will result in an increase of approximately £4.00 - £6.00 per quarter. The clerk has sought alternative quotations from other suppliers, without success, primarily due to the low consumption of approx. 540 units p.a. On a Proposition by the Chairman, it was agreed to remain with the existing supplier and absorb the price increase.
- d. **Signing off of Accounts for 2014/15:** The full accounts had been circulated via email, prior to the April meeting and the clerk confirmed that no queries/questions had been raised by councillors. On a Proposition by the Chairman, councillors unanimously RESOLVED that the accounts should be accepted, as presented, and signed off ready for the internal audit. **[A.P. Clerk]**

- 11. S.A.L.C. LAIS 1375 – The Electronic Summons:** The clerk referred to the Council’s existing Standing Orders *[amended and approved on 13.01.14]* paragraph 15[b] which already allowed for “*The Proper Officer*” [Clerk] to serve on councillors a summons, by email, confirming the time, place and the agenda, etc. On a Proposition by the Chairman, the following was RESOLVED and agreed:
- That all councillors have been made aware of the new law;
 - Unanimously agreed TO CONTINUE the delivery of summons by email *[as included in Paragraph 15[b] of the current Standing Orders]*;
 - That all councillors reaffirm their consent to receiving a summons by email.
- 12. Parish Council elections – 7th May 2015:** The clerk confirmed receipt of the result of an uncontested election for Little Glemham, and the appropriate notices would be displayed in the Parish noticeboard. After the 11th May, the newly formed council will be empowered to co-opt someone to fill the existing vacancy, and it was agreed to put an advert in the Ebb and Flow after the next meeting. **[A.P. Clerk]**
- 13. Parish Council Annual Meeting: Monday 11th May 2015:** It was agreed to ask Stephen Burroughes to provide a report on County Council matters and to request a written report on District Council matters. It was also agreed to invite representatives of the Parish Room Committee; Parochial Church Council; Keep Fit Club; the Debney Trust and PCSO Thora Taylor to present an annual report at this year’s meeting. **[A.P. Clerk]**
- 14. Any Other Business:**
- a. S.A.L.C. An update had been received on councillor travel expenses and unauthorised encampments.
 - b. The Adnams Charity: A copy of the annual report and accounts for 2013-2014 had been received.
 - c. The Chairman raised the issue of the rules relating to payment and reclamation of VAT if, for example, the Council were to undertake a project to purchase new play equipment for the Community area. The VAT element of such a scheme, which would have to be paid up front, would be considerable and the clerk was asked to make enquiries. **[A.P. Clerk]**
- 15. Date of next Meeting [Parish & Parish Council Annual meetings]: Monday 11th May 2015 at 8.00 p.m.**

Signed as a correct record.....

Peter Chaloner
Chairman

Date: 11th May 2015