

LITTLE GLEMHAM PARISH COUNCIL

To members of the Council: Your attendance is required at the next meeting of Little Glemham Parish Council which will be held on **Tuesday 8 September 2020 at 8.00 pm** in the Parish Room

Alistair Besly, Parish Clerk

AGENDA

Attendees

From the Council

From the Public

Apologies

Declaration of Interest

Minutes To approve and sign the Minutes of the Council meeting on 21 July 2020

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	Community area Lease Update:			
	AP10 - 07/20	Organise for lease to be prepared and signed. 1/9/20 The lease is being prepared in the name of the Executors of Philip Hope-Cobold	Clerk	
2	Community area Fencing: As part of the lease the council will be responsible for fencing the area.			
	AP12 - 07/20	It was agreed that three quote for fencing would be required. It was suggested that Kiwi Fencing, County Care and one other to be supplied by Frank should be approached. It was not decided who would organise the requirements and quotes	Frank	
3	Community Area usage questions from Anne Chapman - two letters from Anne Chapman which require a response (both attached in Agenda email)			
	AP13 - 07/20	There was a suggestion that dogs could be banned from the playing field as there would be a designated dog exercise area in the woodland. To be discussed further at the next meeting		Next Meeting

4	Little Glemham Speed Watch: The equipment has been purchased and is with Frank who advised he would no longer be able to coordinate this activity due to work commitments. Stephen Bayfield and Lynne Gibbs offered to jointly coordinate going forward. It was agreed that more volunteers were needed and training needed to be provided. It was noted that the Speedar is only authorised for use on the A12			
	AP06 - 01/21	Produce training plan for new and existing volunteers 21 Jul: Awaiting training availability Has training availability actually been requested recently?	Stephen	
	AP07 - 01/20	Complete volunteer training activities	Stephen	
	AP08 - 01/20	Agree a rota with the volunteers for implementation	Stephen	
5	Neighbourhood Watch Coordinator: There is a vacancy for Little Glemham. A flyer has been delivered, the clerk has had no responses. Does the Council intend to pursue this or will the decision be to close this point and not have access to crime news from the police?			
	AP14 - 07/20	It was agreed that a notice be put into Ebb & Flow once it begins publication again. No one took an action to do this		Next Meeting
6	Little Glemham PC website: The web designer has reviewed the latest regulations to ensure compliance. He has also reviewed other council websites for best practice. He has suggested that as councillors are public officers and in the interests of transparency, the website should have pictures and brief biographies of councillors. A page has therefore been prepared for this information if the council agrees			
7	Traffic on Church Road: Concern was expressed for the speed of some cars on Church Road and the size of lorries using the road. The council will ask Stephen Burroughes from the County Council if there is anything that can be done			
	AP01 - 03/20	10 March: Stephen Burroughes advised that as a council LGPC could pass a bylaw prohibiting HGVs from certain roads and erect appropriate signage. Such a traffic regulation order would need to be approved by the county council which would require a proposal from LGPC with a map and estimated current vehicle usage that would be prohibited.		
	AP16 - 07/20	To get things moving, Emma agreed to operate a traffic survey and provide pictures in support of a new traffic regulation order. It was decided to wait for Emma's results before appointing a person from the council to lead on this activity	Emma	Next Meeting
8	Review of Policies			
	AP17 - 07/20	Update register of interests - please consider your answer to DPI 5		
	AP18 to AP25 - 07/20	All policies reviewed, updated and ready for publication		Closed

9	Defibrillator - Re email circulated of 17 August for which there has been one response. Someone needs to take responsibility for the defibrillator to ensure that consumables are within date as there is little point in having it there if it doesn't work in an emergency			
10	Village Hall - Anna Shand will attend and will be asking for names and contact details of key holders and requesting help for an electrical problem.			
11	AP26 - 07/20	Footpath between Church Road and Hoo Lane should be reinstated. Stephen to speak to James Blygh	Stephen	Next Meeting
12	AP27 - 07/20	Pedestrians on Hoo Lane. It was noted that there is insufficient space for traffic to pass pedestrians on Hoo Lane although pedestrians do have right of way. There was a suggestion that a permissive path could be created in the field to the south of Hoo Lane to allow pedestrians to stay off the road. Emma will approach Tom Hope-Cobold to enquire about this possibility	Emma	Next Meeting

Regular Reports and Agenda Items

R1	Suffolk County Councillors Report:			
R2	District Councillors report:			
R3	Finance Report: Balance at bank to be presented at meeting			
		2019/20 VAT reclaim to be submitted of £246		
	Payments	Web Designer's invoice is expected		
R4	Sizewell C: Opportunity to comment on publications from the last month			
R5	Planning			
AOB				