

# LITTLE GLEMHAM PARISH COUNCIL

## Notice of Meeting

**To members of the Council:** Your attendance is required at the next meeting of Little Glemham Parish Council which will be held remotely over Zoom on

**Tuesday 10 November 2020 at 20:00.**

Alistair Besly, Parish Clerk

## Joining Remote Meetings

Following The Local Authorities Coronavirus - Flexibility of Local Authority Meetings Regulations;

**This meeting will be held remotely over Zoom.**

**Councillors** will receive joining details before the meeting

**Members of the public** who wish to attend must contact the clerk no later than Monday 9 November for details.

## AGENDA

### Attendees

From the Council

From the Public

### Apologies

### Declaration of Interest

### Minutes

To approve and sign the Minutes of the Council meeting on 13 October 2020

### Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	<b>Community area Lease Update:</b>			
	AP10 - 07/20	13/10/20 The lease has been prepared and is being reviewed ahead of signature.	Clerk	
2	<b>Community area Fencing:</b> As part of the lease the council will be responsible for fencing the area.			
	AP12 - 07/20	It was agreed that three quotes for fencing would be required. It was suggested that Kiwi Fencing, Country Care and one other to be found using an internet search. The clerk will organise three quotes	Clerk	
3	<b>Community Area usage:</b>			
	AP01 - 10/20	Clerk to source signage banning dogs from the children's play area and citing county regulations	Clerk	Next Meeting
	AP02 - 10/20	Clerk to draft an insert into Ebb & Flow asking parishioners how they wanted the wooded area to be used	Clerk	Next Meeting
4	<b>Playing Field</b>			
	The following damage was reported: Picnic table totally destroyed Goal posts collapsed with metal supports bent Damage to the top of one of the swings It was agreed to remove the picnic table and goal posts although no one took an action to do this			
	AP06 - 10/20	Frank offered to look at the damage to the swing with a view to repairing it		
	AP07 - 10/20	It was noted that because of Covid there had been no ROSPA inspection of the play area this year. Clerk to organise	Clerk	Next Meeting
5	<b>Playground inspections should be reinstated and include Defibrillator inspection.</b> 13/10/20 Frank has agreed to take complete checks for the remainder of October and November. Schedule to be updated accordingly		Clerk	Next Meeting
6	<b>Little Glemham Speed Watch:</b> It was agreed that more volunteers were needed and training needed to be provided.			On Hold

7	<b>Neighbourhood Watch Coordinator:</b> 14/10/20 Frank confirmed that Little Glemham now has a registered scheme and will provide an update of how it works at the next meeting		Frank	
8	<b>Little Glemham PC website:</b>			
	AP03 - 10/20	All councillors to provide the clerk with a brief biography and an appropriate picture	All Councillors	Next Meeting
	AP01 - 09/20	The clerk reported that links to Ore Valley Holiday Cottages, the church and the site of the Defibrillator are being added and that a noticeboard will also be added along with a Local Information page	Clerk	Next Meeting
9	<b>Traffic on Church Road:</b> Concern was expressed for the speed of some cars on Church Road and the size of lorries using the road.			
	AP01 - 03/20	<b>10 March:</b> Stephen Burroughs advised that as a council LGPC could pass a bylaw prohibiting HGVs from certain roads and erect appropriate signage.		
	AP16 - 07/20	8/9/20 Emma reported seeing up to 28 lorries using Church road in one week, most were Sovereign Turf. While Emma has no photographs, Stephen confirmed he could provide at least one	Emma	Next Meeting
	AP02 - 09/20	Emma agreed to research the process for erecting appropriate signage and also the process for installing road furniture 13/10 Emma reported that she had no reply from Stephen Burroughs and that she would email Carol and Stephen asking for help	Emma	Next Meeting
	AP04 - 10/20	Claire said she had the details of the manager and will ask him to direct vehicles through park gate.		
10	<b>Review of Policies</b>			
	AP17 - 07/20	<b>Update register of interests.</b> Consider your answer to DPI5 13/10/20 Not all councillors have updated their register of interests yet. Everyone was reminded that this is a requirement	All Councillors	
11	<b>Defibrillator</b>			
	AP03 - 09/20	Frank confirmed the Defibrillator should be checked weekly for battery charge and date on pads. 13/10/20 He has added this to the weekly playing field check list and will advise everyone of the code to open the defibrillator box. He also confirmed that it was currently not in use pending receipt of replacement pads which he has ordered for which the council should reimburse the cost.	Frank	
	AP05 - 09/20	Frank will redesign the playing field weekly inspection check sheet to include the defibrillator 13/10/20 This was circulated for comment	All Councillors	Next Meeting
12	AP26 - 07/20	<b>Footpath between Church Road and Hoo Lane</b> should be reinstated. Stephen to speak to James Blyth 8/9/20 Footpath still not reinstated. Stephen to follow up 13/10/20 Footpath now ploughed up. Stephen to follow up	Stephen	Next Meeting
13	<b>Road Salt box on the green needs replacing</b> - No one took an action point			
	AP05 - 10/20	It was suggested that Stephen Burroughs has agreed funding. Clerk to check minutes and follow up with Stephen as appropriate	Clerk	Next Meeting

### Regular Reports and Agenda Items

R1	<b>Suffolk County Councillors Report:</b>			
R2	<b>District Councillors report:</b>			
R3	<b>Finance Report:</b> To be circulated			
	<b>Asset Register Review:</b> To be circulated			
	<b>Payments</b>			
	<b>Precept</b>	The Precept needs to be approved		
	<b>Budget</b>	The final budget needs to be approved	Clerk	Next
R4	<b>Sizewell C:</b> Opportunity to comment on publications from the last month			
R5	<b>Planning</b>	None		
AOB				

Date of next meeting: