

LITTLE GLEHAM PARISH COUNCIL**Minutes of the Parish Council meeting held on 9 February 2021 over Zoom****Attendees****From the Council**

Stephen Bayfield (Chair)
 Frank Hilder (Vice Chair)
 Emma Angell
 Eric Gore
 Alistair Besly [Clerk]

From the Public

Nicola Jenner

Apologies

Stephen Burroughs, Carol Poulter, Claire

Declaration of Interest

Frank - non pecuniary interest in agenda item 5

Minutes

Minutes of the last meeting on 18 January 2021 were approved to be signed

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	Suffolk County Councillors Report was circulated:			
2	District Councillors report: Has been circulated			
	Community Partnership Report was presented by Nicola Jenner, copy presentation to be			
3	Finance Report: Was circulated Balance is £4,168.63. Current payments are £45, Expected transactions are £676 and unrepresented cheque £680 leaving an expected closing balance of £1,653.			
	Payments	The payments schedule was approved		
		£5 Glemham Estates annual lease		
		£40 Land Registry for community area lease		
4	Annual Review of Governance Documents: The Clerk reported that the documents approved in January have been uploaded to the website			
5	Councillor Vacancies: Frank Hilder left the meeting for this discussion. After some discussion, the council voted not to co-opt Lindsay to the Council. Stephen and Eric agreed to draft a letter to Lindsay.			
	AP01 - 02/21	Stephen and Eric to draft letter to Lindsay	Stephen and Eric	
6	Community area Lease Update:			
		Lease signed, now needs to be registered with Land Registry	Clerk	
	AP12 - 07/20	It was decided to progress the Kiwi quote recognising that the lead time will probably put the cost into FY 2021/22. Clerk to confirm to Kiwi	Clerk	
7	Community Area usage:			
	AP02 - 10/20	Clerk to draft an insert into Ebb & Flow asking parishioners how they wanted the wooded area to be used	Clerk	On Hold
8	Playing Field: It was agreed that the play area was sufficiently safe to remain open although the equipment should be cleaned. However temporary Covid signage should be posted and safety signage requiring children under 5 to be accompanied by an adult			
	AP02 - 1/21	Clerk to organise signage	Clerk	Complete
	AP06 - 10/20	Frank has offered to fit anti bird spikes and anti vandal paint on the swing frames. Cost will be about £40. This was agreed	Frank	

	AP07 - 10/20	It was noted that because of Covid there had been no ROSPA inspection of the play area this year. Clerk reported that LGPC Playing field is now on the automatic inspection rota	Clerk	Complete
9	Playground and Defibrillator inspection. Frank reported that the defibrillator needs a new battery and pads. Expenditure was approved up to £500 to purchase these. Clerk to order		Clerk	
10	Neighbourhood Watch: February newsletter is available to be put on the website		Clerk	
11	Little Glemham PC website: Clerk reported that the website was up to date and a page counter has been installed to review usage			
	AP04 - 1/21	Clerk to investigate a visit counter on the website to review usage	Clerk	Complete
12	Traffic on Church Road: This issue is now with Steve Merry - Policy and development manager SCC: Update - Nothing to report		Stephen	
13	Footpath between Church Road and Hoo Lane. Update - nothing further to report		Frank & Stephen	
14	Road Salt box on the green needs replacing -			
	AP05 - 10/20	Stephen Burroughs has agreed funding. Clerk reported the order has been placed	Clerk	
15	Sizewell C: Opportunity to comment on publications from the last month			
16	Planning	Review of Pear Tree Farm - The council had no objections		
17	Road Sign and Footpath Sign: Sign for Church Drive has disappeared and the Footpath sign has fallen down			
	AP03 - 1/21	Both have been reported: Road sign Reference DMSNP306106861 Footpath References: 00307194 and 00307197	Clerk	Complete

Date of next meeting: **Tuesday 9 March 2021 remotely over Zoom**

Signed as a correct record

Stephen Bayfield - Chair