

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

Stephen Bayfield (Chair)

Frank Hilder (Vice Chair)

Emma Angell

Claire Peck

Alistair Besly [Clerk]

Stephen Burroughs SCC

Carol Poulter ESC

**From the Public**

Peter Chaloner, David Cutting, Lindsay Last, Annette Cresswell, Daniel Williams

**Apologies**

No Apologies

**Declaration of****Interest****Minutes**

Minutes of the last meeting on 9 February 2021 were approved to be signed

**Public Speaking**

Peter Chaloner requested the opportunity to speak later in the meeting which was granted

**Notes and Actions**

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	<b>Vote on recording of Zoom meetings:</b> A vote was taken and it was unanimously agreed that Zoom meetings can be recorded in future			
2	<b>Adopt Remote Meeting Protocol</b> - The Protocol aide memoire had been reviewed by Councillors ahead of the meeting and it was unanimously agreed to adopt it for all remote meetings			
3	<b>Co-option to fill casual vacancies:</b> There were two qualifying applicants for two vacancies and it was unanimously agreed to Co-opt both Lindsay Last and Kate Talbot-Hurn to Little Glemham Parish Council			
4	<b>Suffolk County Councillors Report:</b> Stephen Burroughs report has been circulated and he highlighted some points to note: ANPR cameras were helping organisation at recycling centres Government budget has given Freeport status to Felixstowe and Harwich which will deliver investment to the area There is £2m in the CC budget next year to support flooding issues Highways reporting tool on CC website should be first point of reporting issues County Council Elections will go ahead on 6 May Traffic Surveys are postponed until after lockdown in order to get normal traffic information. Funding is still in place Stephen confirmed that he will arrange funding for LGPC Grit Bin			
5	<b>District Councillors report:</b> Carol Poulter's report has been circulated and she highlighted that requests for community partnership funding should be submitted for consideration			
6	<b>Community Partnership Report:</b> See District Councillors report			
7	<b>Finance Report:</b> Has been circulated. Balance is £2,414.41. Current payments are £1,289.59, Expected transactions are £36 and unrepresented cheques £85 leaving an expected closing balance of £1,039		<b>Clerk</b>	
	<b>Payments</b>	The following payments were authorised		
		£225.80 new Glasdon Grit Bin		
		£368.39 Defibrillator pads and battery		
		£695.40 Clerks salary and expenses		

8	<b>Debney Trust:</b> Stephen Bayfield reported that the Parish Council has no remit to be involved in the Debney Trust. However, the Trust Deed asks that the trustees should include a Parish Councillor. Both Peter Chaloner and David Cutting confirmed this. As Lindsay Last has just been co-opted to the council and is a trustee, she fulfils the Trust's requirement. Emma Angel asked the council to vote a councillor onto the trust. It was reiterated that this was not council business and only the Debney Trust Trustees can consider applications to become a trustee. Lindsay Last confirmed that the Debney Trust would continue to offer an annual report for the Annual Parish Meeting		Chair	
9	<b>Community area Lease:</b> Update			
		The Clerk confirmed that the lease is with the Land Registry but had been advised that there were processing delays because of Covid	Clerk	
	<b>AP12 - 07/20</b>	The Clerk confirmed that the Kiwi quote £1,900 +VAT (Leaving debris on site) had been accepted and work was due to start in May. Stephen confirmed that James Blyth (who farms the adjoining fields) will clear the debris from the fencing installation provided it is piled up in one place	Clerk	Closed
10	<b>Playing Field:</b>			
	<b>AP02 - 1/21</b>	The Clerk confirmed that "No Dogs" and Covid safety signage are both in place	Clerk	Closed
	<b>AP06 - 10/20</b>	Frank offered to look at the damage to the swing with a view to repairing it		
	<b>AP07 - 10/20</b>	Clerk has organised the automatic ROSPA report beginning September 21	Clerk	Closed
11	<b>Playground and Defibrillator inspection.</b> Frank reported that the blank inspection reports are on the website and requested that completed ones are sent to him		Frank	
12	<b>Neighbourhood Watch:</b> Frank reported that the latest newsletter is available which he will send to the Clerk to add to the website		Frank	
13	<b>Little Glemham PC website:</b>		Clerk	
	<b>AP04 - 1/21</b>	Clerk reported that a page view counter had been added to the website but it is too early to get meaningful data from this at the moment	Clerk	Closed
14	<b>Traffic on Church Road:</b> This issue is now with Steve Merry - Policy and development manager SCC: No further update		Stephen	
15	<b>Footpath between Church Road and Hoo Lane.</b> Still waiting for the field to dry out to enable the footpath to be reinstated		Stephen	
16	<b>Road Salt box on the green needs replacing -</b>			
	<b>AP05 - 10/20</b>	Stephen Burroughs has agreed funding. Box has been ordered and will be delivered within the next week. A working party will need to be organised to install the new box and transfer the remaining road salt	Clerk	Closed
17	<b>Sizewell C:</b> Stephen reported that Marlesford PC have requested to speak regarding the 4 village bypass at the next planning meeting. It was agreed that as no one from Little Glemham was available, Richard Cooper from Marlesford should be authorised to speak in behalf of LGPC. Stephen Burroughs reported that out local MP Dan Poulter, is campaigning to have the A12 retrunked because of increases in traffic associated with Sizewell and now Freeport Felixstowe			
18	<b>Planning</b>	None		
19	<b>Road Sign and Footpath Sign</b>			
	<b>AP03 - 1/21</b>	Clerk reported that these signs have been reported to the appropriate bodies	Clerk	Closed
AOB	<b>Road Sign</b>	Frank reported that the road sign at the tinkerbrook end of Church Road has now also been damaged. Clerk will report using the Highways Reporting Tool. Stephen Burroughs asked that if anyone knows how the damage occurred to please advise him		

	<b>Community area usage</b>	Emma asked if the community had been asked about how the community area should be used. This has not yet been done as the lease has only just been completed and the fencing has not yet been erected. Emma offered to do a leaflet drop to parishioners at the appropriate time		
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**Date of next meeting: Tuesday 13 April 2021 remotely over Zoom**

**Signed as a correct record .....**

Stephen Bayfield - Chair