

LITTLE GLEMHAM PARISH COUNCIL**Minutes of the Parish Council meeting held on 13 July 2021 in the Village Hall****Attendees**

From the Council Stephen Bayfield (Chair)
 Frank Hilder (Vice Chair)
 Claire Peck
 Lindsay Last
 Alistair Besly [Clerk]

From the Public Dan Williams
Apologies Eric Gore, Emma Angell, Kate Talbot-Hurn, Stephen Burroughs SCC, Carol Poulter ESC, Nicola Jenner

Declaration of Interest None
Minutes Minutes of the meeting on 6 May 2021 were approved

Public Speaking None

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	Suffolk County Councillors Report: Circulated		Stephen Burroughs	
2	District Councillors report: Circulated		Carol Poulter	
3	Community Partnership Report: Circulated		Nicola Jenner	
4	Chair's Report: Stephen delivered a verbal report highlighting the following: Litter Pick: Thanks to 3 councillors and 2 volunteers for litter picking and thanks to Lindsay, Barbara and Annette for refreshments Footpath: between Church Road and Hoo lane has been reinstated although not in the correct position Sizewell: Recently walked the 2 village bypass route. we are driving mitigating work for Little Glemham and Marlesford with Richard Cooper including: A controlled pedestrian crossing and remodelled junction at Church Road, extended 30mph zone and a second 30mph zone from the Dual carriageway to Milestone Farm. SCC are not in favour of making the 30mph zone continuous through both villages. It was noted that HGVs going to Blaxhall Hall Farm should be approaching from Blaxhall and not using Hoo Lane		Stephen	
5	Clerk's Report - Circulated			
	Actions	Send note regarding inspection reports together with schedule and report form PAYE - Provide councillors with options for managing this after 1 April 2022	Clerk	
6	Finance Report: Circulated - no comments		Clerk	
7	Payments schedule in the finance report totalling £2,985.29 was approved. All agreed		Clerk	
8	Funding Report: Circulated. It was noted in the meeting that in order to get funding, a properly costed project plan would be required.		Kate	
	AP02 - 04/21	Kate to follow up with funding for play equipment		

9	<p>Audit Report: was reviewed and recommendations discussed with the following responses: Fidelity Cover: No Schedule of insurance in Audit file. Rectified and noted for the future PAYE: No PAYE process in place. Rectified for 2021/22 Asset Register value doesn't agree with AGAR box 9. Error noted for the future General Reserves inadequate. Noted. The council has some large costs in the year which depleted the reserves below 50% of the Precept Council's response to recommendations should be noted in the minutes. Rectified for the future here</p>	Clerk	
10	<p>Consider the Clerk's request for CiLCA training: The council agreed to cover 1/3 of the Clerk's costs for CiLCA Subscription, Registration and Training which have a combined current cost of £910</p>		
11	<p>Playground and Defibrillator inspection. It was noted that not all councillors are taking this inspection seriously and that it forms part of the council's public liability insurance criteria. The Clerk has an action to resend documentation to all councillors</p>	Frank	
12	<p>Neighbourhood Watch: There is currently a focus on national campaigns such as: Covid vaccination passport scheme which is FREE from NHS so should never be paid for Ghost car insurance brokers who take money and do not provide insurance</p>	Frank	
13	<p>Queen's Platinum Jubilee: It was agreed that this and the Festival of Suffolk should be considered together and councillors were asked to come to the next meeting with some ideas to mark the occasions for discussion: The Clerk will recirculate the relevant emails</p>		
14	<p>Festival of Suffolk: See point 13</p>		
15	<p>Discovering Suffolk - Ben Heather email. Frank confirmed that he has contacted Ben Heather with no response so far</p>		
16	<p>Planning DC/21/2800/LBC. As this application was made by Frank and Lindsay, they could not be part of the discussion. This left only two other councillors present which did not constitute a Quorum. This item could therefore not be discussed and responded to</p>		
17	<p>Date of next meeting: 14 September 2021</p>		

Signed as a correct record

Stephen Bayfield - Chair