

## LITTLE GLEMHAM PARISH COUNCIL

2<sup>nd</sup> October 2018

**To members of the Council:** Your attendance is required at the next monthly meeting of Little Glemham Parish Council which will be held on **TUESDAY 9<sup>th</sup> OCTOBER 2018 at 8.00 p.m.** in the Parish Room.

Mrs Pat Trinder, Parish Clerk

### A G E N D A

1. Present from the Council
2. Present from the Public
3. Apologies for Absence
4. Declarations of Interest: To Receive declarations for pecuniary and non-pecuniary interests
5. To Approve and sign the Minutes of the Council meeting held on 11<sup>th</sup> September 2018
6. Matters Arising from the 11<sup>th</sup> September Council meeting:
  - a. [i] Community Area Update: [*Inspection Rota: Sept: Frank; Oct: Claire; Nov: Philip*]  
[ii] Preparation of new lease  
[iii] Annual Safety Inspection Report [if received]  
[iv] Associated Car Parking Provision; *In abeyance*;  
[v] Improvements to community area play facilities; *In abeyance*;
  - b. Maintenance of highways/pavements/footpaths:
    - Outstanding highway/footpath issues raised by LGPC [*Further actioned by Stephen Burroughes*]
7. Suffolk County Councillor's Report, to include:
  - a. Formalise request for replacement grit bin on The Knoll [*To be funded by SCC Stephen Burroughes*]
  - b. Nomination of volunteers to spread grit in bad weather; *update by clerk*;
  - c. Little Glemham Community Speed Watch initiative:
8. District Councillor's Report
9. Planning:
  - a. SCDC – Potential referral of Planning Application Ref: DC/18/2563/LBC: Confirmation received from that this application is not required to go through the planning referral process; *No further action*;
10. Finance:
  - a. Financial Update
  - b. Renewal of Council Insurance Policy: Renewal documentation already circulated via email; 2018 Renewal Premium due: £366.83. [*2017 premium: £352.54*] *N.B. Increase reflects the addition of defibrillator during the current 'insurance year'*. Long Term Undertaking expiry date: 30/09/2021.
  - c. Invoices to be paid:
    - Clerk's Invoice for salary & expenses:  
[July/Aug/Sept 2018]..... Amount: £ 358.27
    - Bus Shelter Cleaning  
[July/Aug/Sept 2018 – 3 hrs @ £7.83 per hour]..... Amount: £ 23.49
    - Council Insurance Renewal Premium [*Item 10[b] above refers*] Amount: £ 366.83
    - E-ON Electricity Charges 1.07.18 – 30.09.18..... Amount: *awaited*
  - d. LGPC Bank Account: Request by Barclays Bank for completion of 'Servicing Authority' forms to allow the clerk to continue to 'administer' the account, i.e. transfer of funds between accounts. [*N.B. No cheque signing authority required*]
  - e. Internal/External Audit
  - f. General Data Protection Regulations [GDPR] *Matter ongoing*;
11. Any Other Business
12. Date of next meeting: [**Budget meeting**]: TUESDAY 13<sup>th</sup> NOVEMBER 2018 at 8.00 p.m.