

**LITTLE GLEMHAM PARISH COUNCIL**  
**Minutes of the Council meeting held on**  
**Monday 10<sup>th</sup> July 2017 in the Parish Room**

1. **Present from the Council:** Mr Peter Chaloner [Chairman] Claire Peck; Ceri Larman; Roger Blyth; Frank Hilder; Pat Trinder [Clerk]
2. **Present from the Public:** Annette Cresswell; Lindsay Last;
3. **Apologies for Absence:** Philip Hope-Cobbold; Stephen Burroughes [County Councillor] Carol Poulter [District Councillor]
4. **Declaration of Interest:** None
5. **Minutes of the last meeting:** The Minutes of the meeting held on 12<sup>th</sup> June 2017 were unanimously adopted and signed as a correct record [*Proposed by the Chairman; Seconded by Cllr. Frank Hilder*]
6. **Matters Arising from the 12<sup>th</sup> June Council meeting:**
  - a. **[i] Community Area Update:** Peter reported on the June inspections when he had noted the following: 1 broken fence post; loose post on one of the stiles; rubbish bin and dog waste bin not emptied; one of the hut windows missing; grass very long; Peter had repaired the hut window and the waste bin had subsequently been emptied. Peter had also received two emails of complaint from residents regarding dog fouling in the community area and the overgrown grass. [*Clerk to contact SCDC urgently about grass cutting schedule and emptying of bins on the site*] The clerk had circulated a further letter of complaint she had received about 'dog noise' in the community area early in the morning, when dog owners exercise their dogs, and also asking if the Council had any intention of introducing a 'no dogs policy' for this area. The Chairman referred to last month's discussions which had focussed on the possibility of implementing a 'no dogs allowed' policy for the play area, in conjunction with a plan to extend the present lease to include an additional area of rough scrubland immediately above the existing community area plot, to provide a separate dog exercising area. He was still in two minds about the proposal, particularly as the Council had always considered the community area to be a shared area, and had no wish to stop responsible dog owners from visiting. However, continuing problems with dog fouling had to be addressed and a compromise solution included in any long-term plans to improve facilities on the site. Some councillors had already expressed reservations about the need for the Council to fund the provision of a separate dog exercising area, bearing in mind the locality of the village. Residents present commented on the complaint relating to early morning 'dog noise' in the community area, which they were trying to resolve amicably, although it was recognised that random 'dog barking' in residents' gardens adjacent to the community area was not part of this issue. Frank commented that he would not like to see a dog ban in the play area without the provision of an alternative dedicated dog exercising area and Roger supported this view; [*A.P. Clerk*]
  - [ii] Site visit with Strutt & Parker:** The Chairman reported on his recent site meeting, arranged at short notice, with a representative of Strutt and Parker, acting on behalf of Glemham Hall Estates. They looked at the scrubland area, at the top of the Community Area, as well as the proposed car park area. During the discussion, Strutt and Parker offered LGPC a 'licence to occupy', which would not incur any costs but would need to be renewed every year. Peter suggested that, in order to obtain the necessary grant aid, the Council would need to secure a better tenure, and that both additional areas should be considered at the same time to avoid a duplication of legal costs, at a later date. Strutt and Parker had agreed to write to the Council, setting out their proposals, in principle, relating to both areas of land, along with the terms and conditions of any

future formal agreement. Roger asked if there was likely to be any funding available towards legal costs. The Chairman did not think it unreasonable for the Council to pay the legal costs for a new lease. Funding would also be required to pay for the area to be properly fenced and to clear and level parts of the scrubland and the Council could approach the County and District councillors for help towards these costs, once a 'ball park' figure was obtained. Lindsay Last wondered if help from the local community, with clearance work, etc. would enhance the project's credence, and the Chairman thought this might be a positive factor. After further discussion, on a Proposition by the Chairman, it was agreed to wait for the formal response from Strutt and Parker before taking further action. **[A.P. Clerk]**

**[iv] Improvements to community area play facilities – Update on public response following circulation of flyers seeking volunteers:** The Chairman confirmed that no responses had been received, and it was agreed to consider the matter again, after the summer recess.

**[v] Associated car parking provision: Update on proposed site meeting with SCDC:** Carol Poulter had forwarded a copy of a very negative written response received from the Planning Officer, which the clerk had circulated. Carol had offered to meet councillors during August, to try and move matters forward, and the clerk was asked to liaise with Carol and councillors, to arrange a mutually convenient date for an evening meeting. **[A.P. Clerk]**

**b. Maintenance of highways/pavements/footpaths: Complaint about the unacceptable condition of the public footpath between Church Road and Hoo Lane:** Roger reported that the matter was in hand and the footpath would be reinstated in due course. The Chairman commented on the footpath leading up to Glemham Hall, east side, which had still not been cleared. *Clerk to action* **[A.P. Clerk]**

**c. Sizewell C Update:** The clerk had circulated a letter received from EDF Energy, offering to attend a future council meeting to introduce their newly appointed Community Relations Manager. The clerk confirmed that she had invited Mr John McNamara to attend the September meeting; a reply was awaited. **[A.P. Clerk]**

**7. Bus Shelter Cleaning: Resignation of A.J.M. Chandler:** The Chairman asked councillors to let him know if they knew anyone who might be interested in taking up this position *[1 hour per month; minimum wage rates]*

**8. Suffolk County Councillor's Report:** Copies of Stephen Burroughes' written report had been circulated and taken as read and received.

- **Update on date for proposed 'Rural speeding briefing':** Stephen advised that as Highways are in the process of being reorganised, they are not in a position to attend such a briefing until September. An update will be provided in due course. **[A.P. Stephen Burroughes]**
- **LGPC – Community Speed Watch Initiative:** Stephen confirmed his willingness to fund a scheme, but asked LGPC to decide on the proposed positioning, with police approval, before applying for the equipment. *Clerk to progress.* **[A.P. Clerk]**

**9. District Councillor's Report:** Copies of Carol Poulter's written report had been circulated and taken as read and received.

**10. Planning:** Nothing to report.

**11. Finance:**

**a. Financial Update:**

The amount in the current account is:	£ 39.67
The amount in the deposit account is:	<u>£ 5,412.24</u>
<b>Total:</b>	<b>£ 5,451.91</b>

**b. Invoices to be paid:**

- Bus Shelter cleaning April/May/June'17  
[3 hours @ £7.50 per hour]..... Amount: £ 22.50
- Clerk's Invoice for salary & expenses  
[April/May/June 2017]..... Amount: £ 423.01
- Business Services at CAS Ltd – Additional  
premium due round to renewal date [Oct'17]  
following amendments to Council insurance  
Policy schedule..... Amount: £ 9.63
- E-ON – Electricity charges 1.4.17 – 30.6.17..... Amount: £ 25.28

After payment of the above invoices [**£480.42**] the combined amount held in the accounts is **£4,971.49**.

**c. LGPC – New cheque signatories:** The clerk confirmed that both amendments to the bank mandate had been satisfactorily processed and authorised. [*Current Cheque signatories: Combination of any two signatures; Chairman; Cllrs. Ceri Larman & Philip Hope-Cobbold*]

**d. Internal Audit:** The clerk reported that the necessary paperwork had now been received from Heelis & Lodge; Agreed: clerk to liaise with the Chairman during the summer recess and present updated documentation for approval at the September meeting. [**A.P.Clerk/Chairman**]

**12. Any Other Business:**

- a. LGPC – Casual Vacancy: The clerk reminded councillors that if they were aware of anyone who is interested in filling the current vacancy, they should ask them to contact the clerk, in the usual way.

**13. Date of next meeting: MONDAY 4<sup>th</sup> SEPTEMBER 2017 at 8.00 p.m.**

There being no further business, the Chairman thanked everyone for attending and closed the meeting.

Signed as a correct record.....

Peter Chaloner  
Chairman

DATE: 4<sup>th</sup> September 2017