

**Minutes of the Parish Council Meeting held on
Monday 10th April 2017 in the Parish Room**

1. **Present from the Council:** Peter Chaloner [Chairman] Roger Blyth; Philip Hope-Cobbold; Kate Burt; Pat Trinder [Clerk]
2. **Present from the Public:** Lindsey Last; Frank Hilder;
3. **Apologies for Absence:** Ceri Larman; Tony Eaves; Stephen Burroughes [County Cllr.] Carol Poulter [District Councillor]
4. **Declaration of Interest:** Cllr. Philip Hope-Cobbold: Addendum to Agenda Item 9 [a] Planning;
5. **Minutes of the last meeting:** The Minutes of the meeting held on 13th March 2017 were unanimously adopted and signed as a correct record. [*Proposed by the Chairman; Seconded by Cllr. Roger Blyth*];
6. **Matters Arising from the 13th March Council meeting:**
 - a. **[i] Community Area Update:** Roger reported that the back post on one of the goalposts needed attention; overflowing bin, and the grass needed cutting; *clerk to check grass cutting schedule*; also the condition of the commemorative seat was deteriorating. Kate planned to meet Craig [Kiwi Services] on site during the coming week, concerning the loose wiring left exposed on the new stiles; *clerk to be advised of any additional charges for remedial work.* [**A.P. Kate; Clerk**]
[ii] Improvements to community area play facilities: No further progress made in Tony's absence. Roger suggested that neighbouring play area facilities, at Stratford, for example, could be used as an interim facility. Lindsay Last commented that the community area was used every day and felt that, with or without new car parking provision, the equipment needed updating. Roger thought that a separate area for dogs was needed in view of the continuing problem of dog fouling in the play area. The Chairman commented that the possibility of fencing off the children's area had been had been considered before, but thought to be an unviable option in view of the limited space available. Kate suggested the formation of a committee, comprising councillors and parishioners, to take the project forward, and Lindsay Last asked if a laminated copy of a plan of the proposals to date could be displayed in the parish noticeboard, to encourage residents' involvement. Lindsay offered to get the plan laminated and the Chairman agreed to let her have a copy in due course. [**A.P. Chairman/Lindsay Last**]
Associated Car Parking Provision: No further progress in Carol Poulter's absence. *Clerk to clarify recent email received from Planning Officer regarding proposed site meeting;* [**A.P. Clerk**]
 - b. **Maintenance of highways/pavements/footpaths:** No action had been taken to clear the overgrown footpaths; *Clerk to liaise with Stephen Burroughes and Highways*; Peter reported that the gully emptying team had been in the village last week. [**A.P. Clerk**]
 - c. **Sizewell C Update:** Nothing further to report.
 - d. **New Dog bag dispenser along permissive path leading from Shop Lane:** Ongoing matter; Kate to liaise with Kiwi Services as agreed at the last meeting; [**A.P. Kate**]
 - e. **Replacement of 'Shop Lane – No Through Road' sign:** The Chairman was pleased to report that the new sign had been put in place.
 - f. **Litter Pick 2017:** The clerk confirmed that all the materials for the litter pick had been ordered from SCDC. The Chairman reminded councillors and members of the public who were taking part, to assemble at the Parish Room at 10.00 a.m. on Saturday 22nd April.
7. **Suffolk County Councillor's Report:** Copies of Stephen Burroughes' written report had been circulated and taken as read and received.
8. **District Councillor's Report:** Copies of Carol Poulter's written report had been circulated and taken as read and received.

9. **Planning** – The clerk confirmed that an addendum, adding the following planning application to the agenda, had been circulated prior to the meeting. *[Cllr. Philip Hope-Cobbold left the meeting room]*

a. **Planning Application Ref: DC/17/1340/LBC: P. Hope-Cobbold, Pear Tree Farm, Main Road, Little Glemham: Full planning application for the conversion of five existing agricultural buildings to form three dwellings:** On a Proposition by the Chairman it was unanimously agreed to support the proposal in principle, subject to the following issues being addressed:

- Access, as proposed, to new dwellings off the A12; this is already a dangerous access for existing properties as in 50 mph speed zone; up a hill to a blind bend;
- Ongoing issue: LGPC's request for 30 mph village speed limit to be extended up to the Buttons Lane junction; **[A.P. Clerk]**

[Cllr. Philip Hope-Cobbold returned to the meeting room]

10. **Finance:**

a. **Financial Update:**

The amount in the current account is:	£ 34.74
The amount in the deposit account is:	<u>£ 4,612.24</u>
Total:	£ 4,646.98

b. **Invoices for payment:**

- Bus Shelter cleaning for Jan/Feb/March'17
[3 hours @ £7.20 per hour]..... Amount: £ 21.60
- Clerk's invoice for salary & expenses
[Jan/Feb/March 2017]..... Amount: £ 391.23
- E-ON – Street Lighting: Jan-March 2017..... Amount: £ 22.86

After payment of the above invoices **[£435.69]** the combined amount held in the accounts is **£4,211.29.**

c. **Pearce & Kemp: Street Lighting Maintenance Agreement April 2017 to March 2020:**

The clerk confirmed that the cost and terms and conditions of the new maintenance agreement remained the same as the previous contract. On a Proposition by the Chairman the Council unanimously RESOLVED to renew the contract. *[First invoice for the current year awaited]* **[A.P. Clerk]**

d. **Signing off of Accounts for 2016/17:** The full accounts had been circulated via email, prior to the April meeting. The clerk advised that a query raised by the Chairman had been resolved and confirmed that no other queries/questions had been raised by councillors. On a Proposition by the Chairman, seconded by Cllr. Kate Burt, councillors unanimously RESOLVED that the accounts should be accepted, as presented, and signed off ready for the internal audit. On a point of information, the Chairman commented that he felt it would be necessary to raise the Precept for the next financial year.

[A.P. Clerk]

11. **Public participation in Council meetings:** Information received from S.A.L.C. had been circulated via email and taken as read and received. On a Proposition by the Chairman it was agreed that the Council's existing arrangements for public participation in Council meetings should remain unchanged.

12. **Neighbourhood Watch Co-ordinator:** An email received from Catherine Fulton had been circulated. On a Proposition by the Chairman it was agreed to seek another volunteer *[via Ebb and Flow]* to take over from Catherine when she left the village. **[A.P. Clerk]**

13. **Parish Council Annual Meeting: Monday 8th May 2017:** It was agreed to ask Stephen Burroughes to provide a report on County Council matters and Carol Poulter to provide a report on District Council matters. It was also agreed to invite representatives of the Parish

Room Committee; Parochial Church Council; Keep Fit Club; The Debney Trust and Neighbourhood Watch to present an annual report at this year's meeting. **[A.P.Clerk]**

14. Any Other Business:

- a. Suffolk County Council elections: 4th May 2017: Copies of the Notice of Election and Statement of Persons Nominated had been circulated and displayed on the parish noticeboard.
- b. A copy of the Adnams Community Trust Report & Accounts 2015-16 had been received.
- c. Kate reported an increase in litter along the verges [A12] near to her property after the weekly bin collections; it was agreed to report the matter to SCDC. **[A.P. Clerk]**

15. Date of next meeting: Monday 8th May 2017 at 8.00 p.m. [Parish and Parish Council Annual meetings]

Signed as a correct record.....

Peter Chaloner
Chairman

DATE: 8TH May 2017