

LITTLE GLEMHAM PARISH COUNCIL

Minutes of the Council meeting held on Monday 9th July 2012 in the Parish Room

1. **Present from the Council:** Mr Peter Chaloner [Chairman]. Ceri Larman; Sue Hussey; Stuart Hogg; Graham Peck [District Councillor] Pat Trinder [Clerk]
2. **Present from the Public:** None
3. **Apologies for Absence:** Roger Blyth; Phillip Hope-Cobbold; Colin Hart [County Councillor] PCSO Thora Taylor;
4. **Declaration of Interest:** None
5. **Minutes of the last meeting:** The Minutes of the meeting held on 11th June 2012 were unanimously adopted and signed as a correct record.
6. **Matters Arising from the 11th June Council meeting:**
 - [a] Community Area:** Sue referred to the four broken fence posts which will need to be replaced and also reported that another two posts were loose. There were a lot of overgrown weeds and brambles by the fence which it was agreed should be cleared at the next Working party. The swings and shed were in good order; it was agreed that the goalpost nets could not be effectively repaired any more, and should be replaced and the Chairman agreed to investigate availability and costs for two new nets. A working party was arranged for Tuesday 24th July at 10.00 a.m. for those councillors who can attend to deal with some of the issues raised above, and other routine maintenance required.
 - [b] Maintenance of highways/pavements/footpaths:** The clerk reported that she had contacted SCC following a complaint received from a resident about potholes in Hoo Lane and maintenance of water drainage gullies on the verges, and both issues were being dealt with. Stuart confirmed that the potholes in Shop Lane had now been repaired.
 - [c] SNT Police Report:** A written police report had been circulated, and provided details of two crimes that had been recorded for June. *[Copy to be filed with Minutes]* Sue referred to another incident involving a burnt out car, at the end of Church Road.
 - [d] Neighbourhood Watch Scheme:** Nothing to report.
 - [e] Proposed Refurbishment of the village sign:** Following last month's report, Stuart hoped to be able to present more detailed information about the likely costs, at the next meeting.
 - [f] Four Village Bypass Working Party:** Stuart reported that the Four Villages Bypass group was represented by Margaret Carswell [Marlesford P.C.] at a recent meeting organised by EDF and held at Snape on 28th May'12. Following that meeting, a joint letter was compiled and sent to Guy McGregor, Cabinet Member, Highways, SCC. A very rapid and positive response had been received from Mr McGregor, not only confirming his support for the project, which he considers should be a top priority as a major scheme of SCC, but also stating his determination to try and ensure that every effort is made to mitigate any associated problems. *[Copy correspondence to be kept on file]*
 - [g] Provision of "fido" dog waste bin in Community area:** The clerk confirmed that the bin had been ordered, and the appropriate paperwork had been completed and submitted to SCDC. A delivery/installation date was awaited. **[A.P. Clerk]**
7. **District Councillor's Report:** Graham did not have a great deal to report as there had not been a full council meeting for two months. Referring to the correspondence received by LGPC about the proposed solar farm at Great Glemham Farms, Graham reported that the District Council had been discussing renewable energy projects. For example, the proposal for two wind turbines in Levington, where, despite huge local opposition, planning permission has been granted because councillors had felt that no one factor was unreasonably intrusive and the cumulative scale, volume and frequency of the feared effects

were not sufficiently significant to warrant refusal. There was considerable concern that this decision could set an unwanted precedent for future similar decisions. It was noted that the Government has said that to accompany the National Policy Framework, Councils can set policy on renewable energy within their areas.

8. **Revised Code of Conduct:** Details of the Revised Code of Conduct had been received and circulated via email. The clerk pointed out that recent documents received from S.A.L.C. and S.C.D.C. seemed to provide conflicting advice, i.e. S.A.L.C. having asked for individual paper copies of the new Register of Interests forms to be completed, and submitted to the Monitoring Officer, and S.C.D.C. advising that these forms will now have to be completed online, by councillors, negating the need for paper copies. The clerk confirmed that she had completed 'online registration' details for each councillor, as requested by the District Council. As the Council had already agreed to follow the District Council's lead in this matter, the Chairman proposed that councillors should wait for further clarification and instructions from SCDC before taking further action.

9. **Planning:** Nothing to report.

10. **Finance:**

[a] Financial Update

The amount in the current account is: £ 79.15
 The amount in the deposit account is: £3,966.23

Total: £4,045.38

[b] Invoices presented for payment:

- Clerk's invoice for salary & expenses
 [April/May/June 2012]..... Amount: £ 277.49
- HM Revenue & Customs..... Amount: £ 58.86
- Bus Shelter Cleaning
 [April/May/June'12] Amount: £ 18.24
- E-ON – Electricity charges 1/4/12-30/6/12 Amount: £ 13.01
- Heelis & Lodge: Internal Audit Fee Amount: £ 35.00

After approved invoices have been paid **[£402.60]** the combined amount held in the Accounts will be **£3,642.78**.

[c] Internal Audit: The internal audit has been completed. A copy of the report was presented and councillors were pleased to note that it was satisfactory in all areas. The following three recommendations, relating to procedural issues, had been made:

[1] As required by Item 26 of the Council's Standing Orders detailed and up-to-date Financial Regulations should be drawn up by the Council/RFO during the 2012/13 Year and presented to the Council for adoption.

[2] During the 2012/13 year the Council should formally review its Internal Control arrangements, including its Risk Management arrangements, and Minute the review accordingly.

[3] During the year 2012/13 the Council should construct additional columns within the asset register to display [a] the insurance value of the assets and [b] the valuation of the assets for purposes of the Annual Return, in order to evidence compliance with the current requirements.

It was unanimously agreed to comply with the recommendations later in the year, and at the annual meeting. It was noted that the accounts have been posted to the external auditors, BDO Stoy Hayward. **[A.P. Clerk]**

11. **Future of the Council Website:** The Chairman explained that whilst for the last 15 years he had been happy to provide the Council with a website via his own web provider, this free

service will cease later this year, leaving the council website without a host. He had been investigating alternative options, including:

- Moving to a 'paid for' hosting service, costing In the region of £5 per month;
- Local Government can have a "gov.U.K." main name, but the procedure for getting one is very expensive, and complicated; there would be a registration fee, and approximate costs of £70 per year to maintain;
- Go to "One Suffolk", which is a content management system, whereby they provide a template for a council website, which you would subsequently enter your own details on line; This is a free service, although Peter felt that the uniform format might prove rather restricting, compared to the Council's resent site.
- Domain registration: i.e. Little Glemham Parish Council.org.U.K. – would involve a monthly hosting fee.

There was a brief discussion on the above options. Whilst not wanting the Chairman to be faced with additional work in this regard, Sue was concerned about the long-term Implications of the council taking on another 'annual cost', in the light of current financial restraints, particularly as a 'free' option was available. Councillors supported the Chairman's proposition to defer a decision until the next meeting, which would provide an opportunity for councillors to do their own research.

12. **S.C.C. – Suffolk Local Flood Risk Management Strategy – Public Summary:** Information received had been circulated via email and was briefly discussed. On a proposition by the Chairman, it was agreed to take no further action at this time, and to retain the paperwork on file.

13. **Any Other Business:**

[1] Proposed solar farm at Great Glemham Farms: Great Glemham Farms and AGRenewables are progressing plans for the development of a solar farm near Great Glemham and are commencing a period of formal pre-application consultation. The Council had received a copy of the consultation letter and an accompanying project fact sheet. There was a brief discussion, during which concern was expressed that people in a position to install solar farms could be seen to be exploiting the Feed-in Tariffs, the overall effect of which is to increase domestic energy bills.

[2] Council Tax Support – Effects on Parishes: Councillors discussed the paperwork received from S.A.L.C. regarding the Government plans for localising council tax and the measures being taken by N.A.L.C. to ensure that there are not adverse impacts on local councils as a result of these plans. It was agreed to keep this matter in abeyance and Graham agreed to look into the matter further, on behalf of the Council.

[3] S.C.C. Notification of Temporary Road Closure: U2317 Hoo Lane, at the level crossing for track maintenance: 11/09/12 – 12/09/12. The information provided was noted.

14. **Date of next meeting: Monday 10th September 2012**

Signed as a correct record.....

Peter Chaloner

DATE: 10th September 2012