**Glemsford Parish Council**

**Minutes of the meeting held on Tuesday 14th February 2023 at Glemsford Village Hall**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Brian & Ruth Stephens & Mills

CCllr Kemp. The clerk.

7 Members of the public

**01.02 Parish announcements**

None

**02.02 Apologies for absence**

Cllrs Cain, Sewell and Holt

**03.02 Declarations of interest/dispensation requests**

Cllr Plumb declared an interest in all planning matters due to being a member of the planning committee at BDC.

Cllr Southgate declared an interest in item 10.02 – village hall playpark

**04.02 To adopt minutes of council meeting held on the 10th January 2023**

***It was resolved*** to adopt the minutes (Cllr Mills did not vote).

**05.02 Matters arising from the minutes of the last meeting**

None

**06.02 To receive reports**

**CCllr Kemp report –**

Report to be posted on the website.

**DCllrs report –**

Report to be posted on the website.

**07.02 Planning: New applications:**

 **DC/23/00107 – 69 Brook St**

Replacement front windows

***It was resolved*** to recommend: no reason to object

 **DC/23/00336 – 3 Lower Rd**

Application for listed building consent – remove window and internal wall from modern extension on rear elevation

***It was resolved*** to recommend: no reason to object

**DC/23/00378 – 4 Spring Meadow**

To replace existing glass roof with an Ultra 380 tiled roof with 2x glass units

***It was resolved*** to recommend: no reason to object

**DC/23/00414&415 – 2 Lower Rd**

Application for listed building consent – erection of single storey rear extension

***It was resolved*** to recommend: no reason to object

**Granted applications:**

 **DC/22/04532 – New St Farm, New Street**

Erection of 1no self-build eco house and detached cart lodge inc gym, construction of outdoor swimming pool with changing rooms and decked area, tennis court and landscaping. Construction of 18no solar panels (following demolition of existing dwelling).

**DC/22/05469 – Hill House, Duffs Hill**

Erection of garden room (following demolition of existing conservatory) and extension to existing plant/store room, external and internal works to facilitate conversion of existing garages and storerooms to habitable space within main dwelling. Erection of single storey garage with log store.

**DC/22/04612/13 – 17 Chequers Lane**

Application for listed building consent – erection of single storey rear infill extension including alterations as per design and access statement.

**DC/22/06223 – Peverells, Tye Green**

Application for listed building consent – superstructure repairs and associated works

**DC/22/06016 – 55 Egremont St**

Notification of works to trees in a conservation area – shape 1no purple prunus by up to 30% - Local authority does not wish to object

**08.02 Public question time**

Signage for businesses in the village was asked about. There is no further development with regards this matter.

The repair to the village sign was discussed as a year has passed since this was brought to the council’s attention. It was explained that a builder had been nominated but is currently unwell so was unable to fulfil the works required. Enquiries with an alternative builder are to be made.

The speed bumps at the village hall remain unpainted. It was explained that this job had been postponed due to the ongoing building/playpark works. The contractor is to be contacted to arrange a date for painting.

It was asked when the new play park will be open. It was explained that the post installation inspection had been carried out, however, there a few jobs to be completed before opening.

**09.02 Accounts for approval**

***It was resolved*** to agree the accounts.

Payments for authorisation February:

Main account:

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| HAGS-playpark equipment | 46905.6 |
| Chg card | 22.39 |
| DCM Surfaces-playpark surface | 18415.8 |

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**10.02 Reports from working groups**

**Cemetery**

Thanks to Cllr Southgate the tap at the Cemetery has been fixed once again.

**Finance**

The budget figures to the end of January where considered. ***It was resolved*** to agree the budget figures.

**It was resolved** to spend an additional £163.00 plus VAT on play park repairs at Schoolfield.

**Village Hall**

The hall is still not open. The builders are stating that the contract is complete, however, as the client the Parish Council does not agree as there are issues under dispute, mainly the doors into the kitchen are not fit for disabled access and the manifestation of the windows has not been completed. There is an issue with the main hall flooring which is being looked into. Snagging is to be completed.

Further drainage is required for the kitchen. ***It was resolved*** to have this work completed at a cost of £540 plus VAT.

Further lighting is required in the Parish Council office. ***It was resolved*** to have this work completed at a cost of £173.72.

It is necessary to purchase a new desk with storage unit for the office. ***It was resolved*** to set a budget of £350.

Now works at the village hall are complete it is necessary to obtain a revised valuation. ***It was*** ***resolved*** to set a budget of £450-500 for a quantity surveyor.

It was agreed that consideration of a projector system would not be looked into at this current time. This will be a future project.

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**Neighbourhood Plan**

It is hoped a draft report will be with the Parish Council in April and that the consultation will take place after the May elections.

**Climate Emergency (Greening Glemsford)**

Lesli Tunbridge read a report. This can be viewed on the website.

**New village hall playpark**

Following the post inspection report it is necessary to have a new part installed.

An extension to the path at the village hall is required to enable access to the new playpark. ***It*** ***was resolved*** to have these works completed at a cost of £2200.00 plus VAT. (Cllr Southgate did not vote).

***It was resolved*** to purchase turf for inside the playpark at an approx. cost of £109.00.

**New Village Hall kitchen – equipping of**

The installation of the new kitchen is complete. There are some drainage works to be finalised.

**11.02** **Health & Safety, Safeguarding & Equal Opportunities policies – to review and adopt**

***It was resolved*** to adopt these policies.

**12.02** **Financial Regulations – to review and adopt**

***It was resolved*** to adopt the financial regulations

**13.02** **Adequacy of insurance (inc fidelity ins) – to review and agree**

***It was resolved*** to agree the adequacy of insurance. Further insurance has been put in place for the new playpark and a temporary increased value for the village hall subject to the quantity surveyors report. It is hoped the fidelity insurance can be reduced upon renewal of the insurance as the Parish Council is not holding as much money as pre-building works.

**14.02** **External audit report – to agree**

***It was resolved*** to agree the external auditors report

**15.02 Co-option of new Parish Councillor – to consider**

Lisa Postill gave a brief presentation.

Cllr Plumb proposed Lisa as a new Councillor, Cllr Mills seconded this.

***It was resolved*** to co-opt Lisa as a Parish Councillor.

**16.02 Correspondence to report**

It was asked if there any plans for Glemsford regarding celebrating the Coronation. It was explained that there are events happening around the village by different organisations/groups. The Parish Council is to look into the cost of providing children of the village with a Coronation mug.

A letter had been received asking if improvements are to be made to the library premises before the hall is re-opened. It was explained that although the library is based at the village hall it is run totally independently by Suffolk Libraries who are responsible for any internal decoration/facilities.

A village resident has kindly offered to donate litter picking equipment as a thank you for the street cleaning. The street cleaners have been asked for suggestions of what is required.

**17.02 of next meeting**: Tues 9th March 2023 at the Village Hall.

Meeting finished at 7.55pm

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