**Glemsford Parish Council Meeting**

**Minutes of the virtual meeting held on Tuesday 9th Mar 2021after the Annual Parish Meeting (via Zoom)**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Cain, B Stephens, R Stephens & Sewell

DCllr Holt. The clerk.

7 members of the public

**01.03 Parish announcements**

None

**02.03 Apologies for absence**

None

**03.03 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 10.03 Finance report - grass cutting contract renewal

**04.03 To adopt minutes of council meeting held on 9th February 2021**

***It was resolved*** to adopt the minutes.

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

None

**06.03 To receive reports**

**CCllr Kemp –**

A full report can be viewed on the website.

**DCllr Holt –**

A full report can be viewed on the website.

**07.03 Planning:**

**New applications:**

**DC/121/00754 – GCB Factory and premises, Lower Rd**Part demolition and replacement of existing logistics space totalling 10144m2, new construction of a 1890m2 Biomass boiler building and bridge link, alterations to existing logistics building to accommodate a new chocolate production facility, construction of a new 155m2 waste water treatment building, new gatehouse and 2no weighbridge offices and other associated works.

***It was resolved* to recommend approval**

**DC/20/05748 – 8 Fair Green**

Redevelopment of property to provide reduced commercial space, conversion of part of ground floor from shop to 1no residential flat, together with side two storey and rear storey extensions to provide 2no further residential flats (following demolition of rear single storey extension)

***It was resolved*** ***to recommend******refusal*** *–* insufficient parking provision and. Agreement with statements from highways and heritage.

**DC/21/00746 – 34 Park Lane**

Erection of a single storey front extension.

***It was resolved to recommend approval***

**DC/21/00245 – Black Lion, Lion Rd**

Application for listed building consent (as below)

**DC/21/00244 – Black Lion, Lion Rd**

Erection of outbuilding to provide 4 letting rooms. Erection of first floor side extension and part conversion of ground floor to provide 4 letting rooms, erection of single storey rear extension to provide private accommodation and external alterations as detailed in schedule of works.

***It was resolved to recommend refusal***– new building/extension out of keeping with listed building in a conservation area.  Insufficient parking provision for 8 letting rooms and visitors to pub.  Traffic concerns with school children; congestion in a limited parking area.

**DC/21/00475 – 3 Lower Rd**

Application for listed building consent – replacement of front door and windows.

***It was resolved to recommend approval***

**DC/21/01045 – Hill House Farm, Lower Rd**

Creation of additional access and track

***It was resolved to recommend approval***

**DC/21/01169 – The Bake House, 79 Egremont St**

Erection of first floor side/rear extension; reposition front door and bay window.

***It was resolved to recommend approval***

**Granted applications:**

**DC/21/00726 Site of former Silk Factory, Chequers Lane**

Non-material amendment relating to B/17/01014 – omission of brick boundary walls to plots 1,2 and 3. To be replaced with the erection of 1800mm high Willow weave fencing.

**DC/21/01054 – Japonica, Windmill Row**

Non-material amendment relating to DC/19/04016 – increase floor space from approved 5.3m deep. All other dimensions stay the same including ridge height.

**DC/21/00533 – Park Farm, Churchgate**

Application to determine if prior approval is required.

Erection, extension or alteration of a building for use with agricultural or forestry. Town & Country Planning (General Permitted Development) Order 2015 (as amended) Schedule 2, part 6 – erection of lean to extension to general purpose agricultural building.

Formal approval of the details of the proposed development is not required

It was asked if any help had been offered to The Black Lion to maintain its pub status. It was explained by Cllr Plumb that both District Cllrs had offered help on a previous occasion but this had not been accepted.

**08.03 Public question time**

Thanks were given to the History Society for the production of the walking leaflet, also to the Parish Council for helping with the funding.

**09.03 Accounts for approval**

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

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| SALC Payroll 129.60 | |  |
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**10.03 Reports from working groups**

**Cemetery**

No report

**Finance**

**Adoption of internet banking and electronic payments policies**

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

**Review & adoption of financial risk assessment**

***It was resolved***to agree and adopt the amended financial risk assessment

**Grass cutting tenders – renewal of 2yr contract**

Three tenders had been received. These were discussed*.* ***It was resolved***to accept the tender from the current contractor Gardens ARB. Cllr Southgate did not vote.

**Review of bank DDR’s and standing orders**

***It was resolved*** to agree to continue with DDR’s and standing orders

**Purchase of new dog and litter bins**

***It was resolved*** to purchase dog and litter bins in line with last year’s order @ approx. £2020.00 plus VAT

**Flooding at Church – quotes**

Two quotes had been received from local companies who are accredited to Suffolk County Council. ***It was resolved*** to go ahead with the quote for £6,123.00 plus VAT

**Agreement of % salary increase**

***It was resolved***to increase salaries by 2.5% in line with the projected rate of inflation. Pension payments are to be kept in line with recommendations of Suffolk County Council.

**Village Hall**

***It was resolved*** to submit the revised village hall extension plan to include the library entrance. It was confirmed this will be suitable for wheelchairs. Cllr Sewell abstained from voting.

**Neighbourhood Plan**

Awaiting the design plan from AECOM before the plan can progress.

.**Climate Emergency**

A full report can be read on the website.

The trees to plant on the allotment will be delivered in April.

**Playing Field Management Committee**

No report

**11.03 Risk Assessments – to review and agree**

It was resolved to agree the risk assessments

**12.03 Data Protection – to review and agree**

***It was resolved*** to agree the Data Protection documents including adoption of the DPIA and SAR policies

**13.03 Health & safety Policy, Safe Guarding Policy and Equal Opportunities Policy – to agree**

***It was resolved*** to agree these policies

**14.03 Tye Green – planting of roses**

***It was resolved*** to spend £250 on the purchase of roses and necessary items for planting.

**15.03 Hire of village hall car park by Cheese & Pie Man**

No request received

**16.03 Correspondence**

It was agreed that another newsletter will be printed after the next meeting.

The legislation allowing virtual meetings for councils is to cease on the 6th May 2021.

**17.03 Date of next meeting** – 13th April 2021

Meeting finished @ 8.35pm

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