**Glemsford Parish Council Meeting**

**Minutes of the meeting held on Tuesday 8th March 2022 at Glemsford Village Hall**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Sewell, Stephens, Cain and Mills

The clerk. CCllr Kemp

5 Members of the public

**01.03Parish announcements**

The Annual Parish Council meeting will take place on Tuesday 12th April at 6.45pm at the village hall.

Thanks were given to Cllr Southgate for planting 150 hedging plants at the Cemetery.

A programme of works is due to commence at Hammond Croft including digging up the drains. It is anticipated the works with take months to complete.

**02.03 Apologies for absence**

DCllr Holt

**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.

**04.03 To adopt minutes of council meeting held on the 8th Feb 2022**

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

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

No matters arising

**06.03 To receive reports**

**CCllr Kemp report –**

Report can be viewed on the website

**DCllrs report –**

Report can be viewed on the website.

**07.03 Planning:**

**New applications:**

**DC/22/00622 – Site adjacent to 2 Croft House, The Croft**

Application for outline planning permission (access point to be considered, appearance, layout, landscaping and scale to be reserved). Town & Country planning Act 1990 – severance of garden and erection of 1no detached dwelling.

***It was resolved*** to recommend: no planning reasons to object.  However, there are concerns about access rights over a private road and potential loss of amenity to residents of Flax Lane.

**DC/22/00709 – 1 Greyhound Rd**

Application for works to trees in a conservation area. Fell 1no silver birch in side garden.

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

**DC/22/00990 – Melton House, Hunts Hill**

Application for works to trees in a conservation area. Thin crown 1no ash by 25%.

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

**Granted applications:**

**DC/21/01949 - 64 Tye Green**

Submission of details (reserved matters) and discharge of conditions 2,5,6,7,9,15,16,17,& 18 under outline DC/19/00752. Access, appearance, landscaping, layout and scale for the erection of 3no dwellings

**DC/21/06319 – 12 Tye Green**

Replacement of front and rear windows and doors with UPVC sash windows. Erection of conservatory (following demolition of existing)

**DC/22/00190 – 4 Tye Green**

Application for works to a tree in a conservation area – fell 1no holly tree as trunk and roots are damaging the boundary to the neighbouring garden and the tree is causing excessive shading (BDC does not wish to object)

**DC/22/00140 – Enderley, Skates Hill**

Erection of a side extension to form annexed accommodation and erection of a cartlodge (following demolition of existing garage/plant room)

**08.03 Public question time**

A report was given regarding the possibility of helping village people with financial difficulties by providing a hub at which clothing and toiletries can be handed out to those in need. Some offers of storage/a drop off point have already been forthcoming and Babergh District Council have offered financial support once a committee has been set up and formal letters of support have been received.

The Parish Council agreed this was a good idea and offered a letter of support once a committee is in place. A formal approach can then be made to Babergh District Council.

Thanks were given to the WI for arranging the litter pick.

**09.03 Accounts for approval**

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

Payments for authorisation March:

Main account:

SALC – payroll services - £129.60

Comm Action Suff – web hosting - £60.0

Suffolk County Council – Street light energy costs - £5441.65 plus VAT

Charge card - £14.39 (Zoom)

Village Hall account:

AWA - £40.00

Bulb - £79.00

Lights for v/hall - £59.88

Receipts Feb:

BDC – allotments - £5000

BDC – s106 play park fencing - £8393.05

Cemetery income - £435

Village Hall:

Hall hire - £1363.75

**10.03 Reports from working groups**

**Cemetery**

BDC have requested full planning permission be applied for with regards retention of the entrance and gate on the new land at the Cemetery. This is to be used as an emergency entrance/exit only and will remain locked at all other times. ***It was resolved*** to go ahead with the application.

**Finance**

Nothing to report

**Village Hall**

Further to the quotes received for the extension to the village hall, meetings with builders and advice from the architects, ***it was resolved*** to recommend Mixbros as the preferred builder (Cllr Sewell abstained from voting).

**Neighbourhood Plan**

The next stage of funding has been received. The consultant is now writing the plan.

**Playing Field Management Committee**

No report submitted. Correspondence received. See item 17.03

**Climate Emergency (Greening Glemsford)**

***It was resolved*** to progress with Wildlife Friendly Village status.

**New Village Hall play park**

No report

**11.03 Adequacy of insurance, including fidelity cover (guarantee) – to review and adopt**

Insurance cover was reviewed and agreed. However, the fidelity cover is not adequate as additional funds are being held from the PWLB loan for the extension to the village hall**. *It was*** ***resolved*** to agree the cover of insurance and increase the fidelity insurance cover to £750,000 at a cost of £197.67. This cover will be adjusted once the village hall extension has been paid for.

**12.03 Agreement of asset list – to review and adopt**

***It was resolved*** to agree the asset list

**13.03 GDPR policies– to review and adopt**

***It was resolved*** to agree the GDPR policies

**14.03 Code of conduct – to review and adopt**

***It was resolved*** to agree the Code of Conduct

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

***It was resolved*** to agree the Financial Regulations

**16.03 Budget figures – to agree**

***It was resolved*** to agree the budget figures

**17.03 Correspondence to report**

A request had been received to install a boot scrapper at the entrance to the Cemetery from the field as a large amount of mud is being deposited on the new path. The clerk is to look into if this is possible.

Correspondence had been received from the playing field committee:

*I am writing on behalf of the Playing Field Management committee seeking a clear account of the immediate and future plans of the Parish Council (GPC) for the maintenance and replacement of the Skate Park and Basketball Court equipment.*

*As part of our overall planning for utilisation of the Playing Field we require detailed proposals from the Parish Council in relation to the above equipment.*

*Although the equipment is owned/maintained by GPC, as custodians of the Rec we are conscious that the equipment is reaching the end of its serviceable life and that the surfaces are not in an ideal condition for their intended use.*

*It also does not meet the current standards applied by the Parish Council elsewhere in the village with regard to physical separation from free play areas, and the exclusion of dogs.*

*Therefore I would be grateful if you could ask the Parish Council to provide details of their proposals so that we can consider any changes/replacements or upgrades that may have already been planned or which are being considered in relation to this equipment.*

*We understand that this equipment was placed where it is now sited at short notice as the result of the requirement to remove it from its original position by the village hall, and at that time there was no overall plan for the Rec in place.*

*The future use of this area must be integrated into our own overall plan, ensuring that the facilities are of a high standard and that they meet the current requirements of the village.*

*We are happy to discuss this matter on site, or at one of our monthly Committee Meetings.*

The Parish Council confirmed that no action had been taken with regards the skate park as they had been asked by the Playingfield Commitee not to do anything until they had settled on the proposed land swap. Until a response is received the Parish Council cannot start to make plans. A reply will be sent to the Playingfield Committee.

**18.03 Date of next meeting – 12th April 2022 (following the Annual Parish Meeting)**

Meeting finished at 7.35pm

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