**Glemsford Parish Council**

**Minutes of the meeting held on Tuesday 11th June 2024 at Glemsford Village Hall**

Present: Cllrs: Plumb (chairman), Leopold, Mills, Tunbridge & Ansell

Cllr Kemp The clerk.

10 members of the public

**01.06 Parish announcements**

No announcements

**02.06 Apologies for absence**

DCllr Holt, Cllrs B&R Stephens

**03.06 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.

**04.06 To adopt minutes of council meeting held on the 14th May2024**

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

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

The painting of the bus shelter was discussed further. Cllr Tunbridge has made an application to Wicks Community Programme for the supply of paint, brushes and pots. If this is not forthcoming the Parish Council will finance whatever materials are necessary or an approach can be put to District Councillors for locality funding. Work needs to be carried out before the Scouts/Cubs can paint the shelter, there is graffiti to be removed and it will need cleaning. Branches from a nearby tree are resting on the roof; BDC have been approached with regards this matter.

The possibility of incorporating side openings to make it lighter and the inclusion of seating were discussed. More details are to be looked into. This will be an agenda item next month.

**06.06 To receive reports**

CCllr Kemp reported – report can be viewed on the website.

CCllr Kemp offered to follow up with SCC about the tree issue at the bus stop. Locality funding will be available after the election.

DCllr Plumb reported – report can be viewed on the website.

DCllr Plumb reminded all that photo ID is required when voting. If this is an issue please make contact.

**07.06 Planning New applications:**

 **DC/24/02101 – 36 Tye Green**

 Replacement of existing door and window and construction of new brick surrounds

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

 **DC/24/02054 – 5 Egremont St**

 Application for planning permission without compliance of conditions – DC/24/02054

 Application under S73 for the removal or variation of a condition following grant of DC/23/04640 dated 22/09/2023 Town & Country Planning Act 1990 (as amended) – Replacement of windows and render and installation of roof lights to rear roof. To vary condition 2 (approved plans and documents) – to remove canopies to front bay windows and fix timber façade

 ***It was resolved to recommend***: no reason to object (Cllr Mills abstained from voting)

 **DC/24/02167 – 5 Egremont St**

 Application for listed building consent

 Application under section 19 of the Town & Country Planning Act 1990 for listed building consent DC/23/03210 to vary condition 7 (fenestration) to remove canopies to front bay windows and fix timber façade.

 ***It was resolved*** to recommend: no reason to object (Cllr Mills abstained from voting)

 **DC/24/02350 – Greenlawns, Tye Green**

 Erection of 2no single storey dwellings with associated parking

 ***It was resolved*** to recommend: refusal

 Over development of site in a conservation area. Not in keeping with surrounding area. Ref: NPPF 207 Dec 2023 copy

 **Granted applications:**

 **DC/24/01864 – 22 Long Pastures**

Erection of a single storey rear extension

**08.0 6 Public question time**

Cllr Plumb was asked about calling a part II meeting which was later deemed to be illegal.  He was asked if the meeting was called regardless of knowing that it was illegal or if he was not aware of procedure.  It was confirmed he was not aware of the procedure.  His time as a councillor was questioned.  It was confirmed he had been a councillor for 13yrs.

Health and safety issues were raised with regards the bus shelter being dark inside. A solar light was suggested.

The bottom of Hobbs Lane was reported as being dangerous as it very overgrown on the junction. This is to be reported (Cllr Ansell had previously been told this should be dealt with within the next 4-5wks)

The playing field committee asked about their request to use s106 money held at BDC for the provision of seating and to improve access for family and disability access. Cllr Plumb stated that s106 funds cannot be used for seating.

Thanks were given by the playing field committee for the grant given by the Parish Council towards maintenance of the field. It was asked if the Parish Council would consider increasing the allowance. This is to be addressed at the time of the precept discussions.

**09.06 Accounts for approval**

***It was resolved*** to agree the accounts (Cllr Ansell abstained from voting)

Payments for authorisation June:

 Main account: payments:

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| --- | --- |
| Charge card | 111.67 |
| MTP Plumbing-tap cemetery | 360 |
| Main account receipts:Income May - zeroVillage Hall accounts: payments: |  |
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| AWA | 95 |
| Octopus | 195.84 |
| S Harris - refund of deposit | 200 |

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| Village hall receipts:Income May: £905 |  |
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**10.06 Reports from working groups**

**Cemetery**

No report

**Finance**

No report

**Village Hall**

Cllr Plumb met with KLH architects to ask about outstanding jobs at the hall. The builders have reported back stating they have repaired the holes in the roof. The PC is awaiting confirmation from the architects.

**Neighbourhood Plan**

No further news

**Climate Emergency (Greening Glemsford)**

Cllr Tunbridge reported. Report on the website

**11.06 Repairing of frame and Perspex – embroidery in Village Hall**

Quotes had been received between £132-£164 (inc VAT) for new Perspex. ***It was resolved*** to set a budget of £200 for repairs as the frame may need attention also

**12.06 Allotment Society – to address questions**

The Allotment Society provided the Parish Council with a list of questions as below (responses in blue):

1. Signs Stating Allotment Owners only. Not a Public Footpath/Right of way- funds held can be used to purchase (with PC agreement)– some signs already made.
2. Locks for both Gates are needed and a new lock for Container – as above
3. Is the Container at the Village Hall being installed at the Allotment? – Yes. This had previously been agreed, for use as Parish Council storage.
4. Container we have, could the PC write to all Plot holders, regarding the items that are in there, as apparently some are not fit for purpose. Request allotment holders label items by end of Aug. Any unlabelled items will be offered to others.
5. Is the PC aware that over the past months, residence of Hammond Croft have been using the site for their Fireworks, Easter Egg Hunts and as a Dog run? Also Dog excrement has been deposited in various personal compost bins? Hopefully signage will help. Issues can be reported to the Police
6. What is the PC responsible for on the Allotment, Water supply, Car Park, Boundaries? Water. Boundary maintenance to be looked into.
7. The Agreement Plot holders sign should be also signed by PC and a copy returned to Plot Holder. Agreement to be looked into/possibly amended by Allotment Society
8. Could it be considered with the £6k in the pot for the Allotment a lease for a Compostible Portaloo from May to September be installed and maintained by the lease holder and with a lock when not in use. Yes, funds held can be used (with PC agreement).
9. A Rotivator and Lawn mower, being serviced once a year by a contractor. Cllr Ansell is to discuss with the Allotment Society. There are many issuesto be considered before these can be purchased, including, for example, Health & Safety, risk assesments, insurance and training.
10. Artictle 7th July 2015 Village allotment grows on residents, where £1000 was donated from Suffolk Housing presented by Richard Kemp. What/where is this money, is this still available? No, was used for fencing/setting up costs.
11. Is there a Post Code for the Allotment area incase of emergencies? What 3 words (TRAM LATE KEEN)
12. Car Park needs to be looked at for the Emercency vehicles, gate is the wrong way around, the emergency path is not accessible for these vehicles as allotments are out of alignment and the vacant Plot 10 which was the ‘turnaround spot’ for emergency vehicles also needs attention, as this is not level, currently has excess rubbish on for this to be burnt, as discussed with Councillor Southgate. Cllr Plumb to check with emergency services. Also enquire about funding to turn gate around. The car park surface is to be assessed, as lots of builders rubbish/debris is coming to the surface (Cllr Plumb to check with BDC). It was agreed that the site, including the car park would be looked at by the Parish Council and will be an agenda next month.
13. N/A
14. N/A
15. For the Agreement/Rules to be look at to be more in keeping with our Allotment holders/village than the National Allotment Society - As no7 above

**13.06 Annual Governance and Accountability Returns – to approve**

***It was resolved*** to agree the AGAR

**14.06 Internal audit report – to approve**

***It was resolved*** to approve the internal audit report

**15.06 Correspondence to report**

A letter of resignation had been received from Cllr Postill. Lisa said it had been lovely working with the Parish Council but for personal reasons had decided to step down.

Foxgloves have been reported hanging over a pavement. As these can be hazardous it was agreed they would be reported to Suffolk County Council.

The gate at the entrance to the Churchyard has been damaged. This is under the ownership of the Church. The Parish Council are to make contact to discuss further.

**16.06 Date of next meeting** – The Annual Parish Council meeting will be held on Tues 9th July 2024 at the village hall at 7pm

Meeting finished at 8.05pm

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