**Glemsford Parish Council Meeting**

**Minutes of the meeting held on Monday 12th September2022 at Glemsford Methodist Hall**

Present: Cllrs: Plumb (chairman), Southgate, Leopold, Sewell, Brian and Ruth Stephens

The clerk.

2 Members of the public

A minute silence was observed in memory of Queen Elizabeth II

**01.09 Parish announcements**

None

**02.09 Apologies for absence**

CCllr Kemp. DCllr Holt, Cllrs Cain and Mills

**03.09 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.

**04.09 To adopt minutes of council meeting held on the 8th August 2022**

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

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

None

**06.09 To receive reports**

**CCllr Kemp report –**

Report to be posted on the website.

**DCllrs report –**

Report to be posted on the website

**07.09 Planning: New applications:**

None

**Granted applications:**

**DC/22/03563 – 4 Radford Drive**

Application for works to trees subject to Tree Preservation Order BT141/T1 – reduce 1no walnut by 2m

**08.09 Public question time**

It was asked when the HGV signs would be placed in Flax lane. These have been agreed by Suffolk County Council, there has not been a confirmed date for installation. It was also asked what parameters are there for reducing speed limits. This would be a police matter.

**09.09 Accounts for approval**

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

Payments for authorisation August:

Main account:

Gardens ARB £480

KLH Architects £5,136

Charge card £14.39

Mixbrow £56,810.98

Playing Field grant £1,000

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Receipts Aug:

Cemetery - £710

SCC - footpath cutting £633.74

Village Hall:

Hall hire - £496.50

**10.09 Reports from working groups**

**Cemetery**

Nothing to report

**Finance**

Nothing to report

**Village Hall**

A meeting was held on the 6th Sept. Notes as follows:  
*Present: S Plumb, A Southgate, D George, W Ludkin(architect) two representatives from Mixbrow builders.*

*Pending notes to be supplied by the architect please find below my understandings from the meeting:*

*The builders have requested a 5wk extension of time on their planned finish date. This will move the completion date to the 21st Oct. This was always to be a negotiation point, however, the builders appeared adamant that 5wks was required. Discussions are on-going with the architect.*

*There are various subcontract works to take place over and above the 5wks planned extension of time. The suspended ceiling in the main hall is to be replaced, the fire alarm system and shutters to be installed and the kitchen to be fitted. The architect has informed us that Mixbrow will charge a 15% ‘attendance fee’ for any subcontract works carried out whilst they are still on site. This amounts to a substantial amount of money. With this in mind it may be that the Parish Council take partial possession of the hall, which means the builders finish their works and leave site, then the subcontractors can come in at no additional cost. Partial possession does not mean the hall is ready to be opened, this is called practical possession (at which time the building is signed off by the building inspectors). A footpath around the whole building also needs to be installed before practical possession.*

***It was resolved*** to take partial possession of the hall***It was resolved*** to go ahead with the new fire alarm system at a cost of £20,115.00 plus VAT

***It was resolved*** to install 2no fire shutters in the new kitchen at a cost of £8,247.00 plus VAT

***It was resolved*** to go ahead with the design and wiring for the AV system at a cost of £825.00 plus VAT

**Neighbourhood Plan**

The revised master plan has been received. It is hoped to have a draft copy of the entire plan by the end of this month.

**Climate Emergency (Greening Glemsford)**

No report

**New village hall playpark**

The installation of the new play park scheduled for the 10th October will be delayed due to the builders still being on site. A new fitting date is to be obtained.

**New Village Hall kitchen – equipping of**

Following extensive research ***it was resolved*** to recommend purchase of the Howdens kitchen design (including appliances). A fitter has also been arranged. Total cost £17,143.12 plus VAT.

A funding application is to be made to Babergh District Council.

**11.09 Land registry search – to confirm village assets**

A query regarding ownership of a piece of land has been raised. It is hoped that a local resident can help solve this issue before confirming with land registry.

**12.09 Christmas tree lights – purchase of spares**

***It was resolved*** to purchase some replacement lights at a cost of £300.

**13.09 Parking – Tye Green**

Despite planting roses to stop parking on Parish land at Tye Green the problem persists***. It was*** ***resolved*** to enquire with the Parish Council solicitors regarding action to be taken.

**14.09 Playpark repairs – Schoolfield**

A quotation for repairs has been requested but not yet received.

**15.09 External auditors – continued use of (as recommended by SAAA)**

***It was resolved*** to continue use of the Smaller Authorities Audit Appointments central external auditor appointment arrangements.

**16.09 Request to CCllr Kemp – for placement of white lines at village junctions - to agree**

Cllr Plumb is to enquire with CC Kemp about the placement of white lines through the main part of the village. Councillors are to make recommendations.

**17.09 Correspondence to report**

None

**18.09 Date of next meeting**

To be held on Monday 10th Oct at 7pm at the The Methodist Hall.

Meeting finished @ 7.45pm

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