**Glemsford Parish Council Meeting**

**Minutes of meeting held on Tuesday 13th November 2018 @ 7.15pm at Glemsford Village Hall**

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

The clerk. CCllr Kemp & DCllr Holt

8 members of the public.

**01.11 Chairman’s announcements**

The resignation of Cllr Homer was announced. Thanks were given for his efforts during his time with the Parish Council

**02.11 Apologies for absence**

None

**03.11 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.

**04.11 To adopt minutes of council meeting held on the 9th October 2018**

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

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

Cllr Southgate explained that it will be necessary to use a contractor to dig the trench for the Christmas tree lights power supply. However, EDF have now offered to put up the lights free of charge so this has offset the cost.

**06.11 To receive reports**

**CCllr Kemp –** A full report can be viewed on line or at the clerk’s office.

CCllr Kemp was asked when repairs would begin on the culvert in Hobbs Lane as the promised start date has passed. Enquiries are to be made.

**DCllrs Holt & plumb** – The BDC monthly briefing notes are available to view at the Parish Council Office.

Enquiries were made about the planning application for Low St. It was originally thought that a decision would be made by the end of November, however, as a site inspection has not yet taken place this seems unlikely.

Cllr Southgate raised concerns about the outstanding issues on the allotment and asked if retention money held by BDC was to be released to rectify these matters. DCllr Holt confirmed that Fosters were aware of these problems and will speak with the Allotment Society direct. A meeting is to be arranged between DCllrs Plumb, Holt and Jan Osborne, BDC cabinet member for housing to discuss issues for the whole site.

**07.11 Planning New applications:**

**DC/18/04687 – Factory & Premises, Lower Rd**

Installation of new windows to first floor office

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

**DC/18/04498 –St Andrews, Bells Lane**

Replace gravel driveway and path with permeable block paving to create turning bay

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

**DC/18/04615 – 2 Hunts Hill**

Erection of single storey side and rear extension and garage (following removal of existing). Insertion of roof lights, removal of chimney. Widening access, creation of turning area and rebuilding wall

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

**DC/18/04757 – 16 Greyhound Rd**

Erection of single storey front extension

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

**Re-consultation:**

**DC/18/02417 - 28 Tye Green**

Erection of single storey rear extension(following demolition of existing) and detached garage with living accommodation over

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

*Loss of amenity to neighbours at Glen Eden*

*Garage out of proportion to development*

**Granted applications:**

**DC/18/03648& 49 – Angel House, 12 Egremont St**

Listed building consent & construction of a lean to garden room

**DC/18/02862 – Former Builders Yard, Drapery Common**

Erection of 4no bungalow’s, garages, parking spaces and access

**DC/18/04105 – The Lavenders, Churchgate**

Erection of side extension and alterations

**DC/18/04068 – Symi, Windmill Row**

Erection of two storey side extension and single storey rear extension

**08.11 Public question time**

None

**09.11 Accounts for approval**

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

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| --- | --- | --- |
| RBL Poppy wreath - £18.50 | | 18.5 |
| Idverde-playpark inspec - £60 | | 60 |
| SALC-training - £73.20 | | 73.2 |
| SALC payroll servs - £129.60 | | 129.6 |
| Gardens ARB - £2736 | | 2736 |
| Chg card - £64.72 (v/hall cleaning/St cleaner items)  D George- £26.80 (v/hall items)  **10.11 Report from playing field meeting**  *Standing orders were suspended for public inclusion*  Harriet North reported; On the 6th November a Glemsford playing field recruitment drive and information  evening was held. 20 people attended the meeting chaired by the current playing field committee.  9 members of the public came forward to be members of the new committee. It was agreed another meeting  would be held on the 27th November to appoint chair, secretary and treasurer and determine development of  various ideas.  It was asked if a copy of the constitution could be made available prior to the next meeting. Harriet is to arrange this.  Discussions were also held about the installation of the mast. It was agreed to discuss this matter at a later date.  *Standing orders were re-instated.*  **11.11 Report from village hall working group meeting**  Cllr Cain attended a course with regards extending the village hall. His summary is as below:  Glemsford Village Hall Proposed Extension: follow up to Grants and Funding Course 17/10/18  1. Planning permission costs  Requires detailed specifications: architect may then act as agent (his costs could be the PC contribution) \*  No discount for Parish Councils  Village Hall Committee may have to be the applicants to get back VAT  PC can set up a charitable group with PC as sole trustee  N.B. If planning is granted, then as long as the work is started, the three year time limit does not apply  2. Requirements for raising funds  Present as a **community hub**  A mandate, a clear demonstration of need and who benefits across ages, social groups and activities  with letters of support  A demonstrable ‘edge’ over other applicants and venues e.g. technology, wheelchair access, Heritage,  increasing population, job and/or educational benefits  \*Earmarked funds to show PC support  Analysis of current and projected use e.g. the flexibility the extra room gives  Analysis of current and projected charges  Can be **proactive** in its promotion e.g. surveys (!), social media, attending meetings of village groups,  newsletters etc  3. Developing a case  A **Business Plan** is required and may have to be tweaked according to the funder(s)  Risks identified e.g. if the builder goes bust  Costs and how calculated plus a contingency budget  Funders may only pay on completion: identify how and when builders are to be paid  Funders may impose a time limit  General power of competence??  Replicate the funders’ terminology to meet criteria  4. Raising the money  Applying to National Heritage Lottery requires a very detailed business plan but it may fund the whole  project  Suez (Viridor) if within three miles of a site (must be Village Hall Cttee)  District Council (via councillors): there is a grant-awarding team  Suffolk Foundation  Public Works Loan Board (via SALC)  PC can apply for grants especially for specific items e.g. setting up projector or other technology  Need to decide whether to attempt to fund one section at a time e.g. the proposed extra storage in  the main hall  Funders like feedback!  www.awards for all.org.uk/England/index.html  gillian.hilder@baberghmidsuffolk.gov.uk  www. hlf.org.uk  Suffolk Observatory website provides statistics  Cllr Plumb is to try and get a quote from a local builder.  It was felt that a larger committee needs to be established. Hall user groups are to be approached to  ask if they would be interested in putting forward a representative.  Gt Cornard Parish Council is currently extending their village hall. The clerk is to make contact to  see if Cllrs Cain, R Stephens and the clerk can arrange a meeting.  **12.11 Report from finance working group meeting**  **Budget figures – to review and agree**  The budget figures were reviewed. Everything is on track.  ***It was resolved*** to agree the budget figures  **Precept 2019-20**  Discussions were made on the forthcoming precept application. It was agreed to make allowance  for increase in wages (in line with inflation), training (double current budget) and litter/dog bin emptying.  Taking on further grass cutting contracts from Suffolk County Council was also discussed.  ***It was resolved***  to increase the precept by 1.9% (as per last year) to £95,694, an increase of £1784.  **Retrospective vote for poppy wreath.**  ***It was resolved*** to accept a retrospective vote for the poppy wreath and to have this item as a rolling  authority.  **Purchase of Christmas tree for village hall**  ***It was resolved*** to purchase a Christmas tree for the village hall and to have this item as a rolling  authority.  **Purchase of Arnold Baker book (Local Council Administration)**  ***It was resolved*** to allow the clerk to purchase this book at a cost of £103.99 plus delivery.  **Purchase of bench for village hall play park**  A suggestion was put forward to purchase a bench for the play park. It was felt that it would be  better to swap the bench at the rear of the village hall with the beam type bench currently in the play  park, however after further discussion by full council ***it was resolved*** to move the bench from the  rear of the village hall into the play park and to keep the existing beam style bench in situ.  **Installation of 4no new litter bins**  Several litter bins around the village are in need of repair. However, the company who originally  supplied the bins are no longer in business so spares are not available. ***It was resolved*** to install the  4no new litter bins recently purchased (replacing existing bins) and use the spares from  the removed bins to repair others. The cost of installation is £50 per bin.  **Use of Sudbury Town Council Services**  Sudbury Town Council has asked if the Parish Council would be interested in using their warden  services in the new year.  ***It was resolved*** that an interest is shown. However, it would need to be conditional  that if warden services where withdrawn at any time a penalty would be payable. It is essential to  have a guarantee of continuity.  **13.11 Cemetery tidy – to agree a date**  It was agreed to tidy the Cemetery on Sunday 25th November. Any items removed to bring  graves into line with Cemetery regulations will be stored safely for collection at a later date.  **14.11 Christmas tree festival – Parish Council participation**  ***It was resolved*** to have a tree at the festival at a cost of £20. A team of helpers is required.  **15.11 Basket ball nets –placement on hard standing next to village hall**  This had been previously agreed in Aug 2017.  **16.11 Correspondence to report**  The draft BMSDC Homes Strategy 2019- 2024 and the draft BMSDC Homelessness Reduction  Strategy 2019 - 2024 consultations will open from midday Friday 26th October – midday Friday  7th December via the Babergh Housing Strategy webpage and the Mid Suffolk Housing Strategy webpage.  Elizabeth Ling, Community Housing Enabling Officer from BDC has asked to attend a Parish Council  Meeting to discuss ‘Community Led Housing’ and the way it can be connected to Neighbourhood planning.  A meeting is to be arranged for Spring next year.  Cllr Southgate had been in discussion with people who were not happy with the Parish Council. It was  his intention to resign over this matter. However, after consideration he has decided to wait until the  elections in May and let the village decide his future.  17.11 Date of next meeting – 11th December 2018  Meeting finished @ 8.10pm | | 64.72 |
|  | | 29.36 |
|  | 60 |
|  | 1080 |
|  | |  |
|  | | 29.36 |