**Glemsford Parish Council Meeting**

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

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

The clerk. CCllr Kemp and DCllr Holt

13 members of the public

**01.02Parish announcements**

No announcements

**02.02 Apologies for absence**

None

**03.02 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 a non-pecuniary interest in planning item DC/22/00140

**04.02 To adopt minutes of council meeting held on the 11th January 2022**

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

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

Correspondence from the Playing field Management Committee regarding the new village hall play park will be reported on at agenda item 10.02

**06.02 To receive reports**

**CCllr Kemp report –**

Report can be viewed on the website

**DCllrs report –**

Report can be viewed on the website.

DCllr’s Plumb and Holt have a locality budget of £4000 available for distribution to local groups. Grants of approx. £250 will be given upon application. The closing date is the 14th February. Applications can be made to either DCllr Plumb or Holt.

**07.02 Planning:**

**New applications:**

**DC/22/00190 – 4 Tye Green**

Application for tree works 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

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

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

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

***It was resolved to recommend***; no reason to object (Cllr Southgate did not vote)

**Granted applications:**

**DC/21/06617 – 2 Lower Rd**

Application for listed building consent – removal of existing and provision of new external render to south elevation of cottage

**DC/21/06353 – 24 The Pippins**

Erection of garage (resubmission of granted application B/16/00495 now lapsed)

**DC/21/06436 – Mangrette, Drapery Common**

Erection of single storey front extension

**DC/21/06892 – 42 Fair Green**

Application for works to trees in a conservation area: crown raise 1no silver birch to 15ft, reduce overhang at rear of the tree and prune upper crown and fell 2no fruit trees – BDC does not wish to object

**Refused applications:**

**DC/21/06417 – 22 Angel Lane**

Application under section 73 of The Town & Country Planning Act relating to DC/20/01646 for variation or removal of condition 3 (specific restriction on development: occupation restriction)

**DC/21/06154 – Enderly, Skates Hill**

Erection of 1 and ½ storey ancillary outbuilding providing garage/workshop and annex for relative (following demolition of existing outbuilding)

**Appeals:**

**DC/21/03176 – 3 Lower Rd**

Application for listed building consent – erection of singles storey extension (following demolition of existing extension)

**08.02 Public question time**

It was asked what the process was to approve the precept. It was explained that the finance working group meet to discuss the budget for the coming year. Their recommendations are then taken to a full Parish Council meeting for consideration.

It was asked what guidance is in place for the duration of Parish Council meetings. Meetings are limited to 3hs as per the Standing Orders.

Previously it had been requested that public question time be moved to the end of the agenda. It was asked if this had been decided upon. It was confirmed that public question time will remain in its current position on the agenda.

It was asked if time would be allowed for public participation at agenda item 10.02; New village hall play park. It was confirmed that all questions are to be submitted at public question time.

It was asked if groups were consulted with regards the new replacement play park at the village hall. It was confirmed public consultation was made. This is reported upon under agenda item 10.02.

An update was given on the Pie Club. The first session went very well. More funding will need to be raised.

Enquiries where made as to what is happening to the empty shop next to Spa. The Parish Council have no information.

**09.02 Accounts for approval**

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

Payments for authorisation February:

Main account:

Wicksteed – Fence Kings Rd play park - £10071.66

Gardens ARB – Works Cemetery - £936.00

Survey Monkey - £99.00

Wicksteed – Replacement swing seats Kings Rd play park - £225.77

Charge card - £50.39 (Zoom& Wayman&Long)

Village Hall account:

AWA - £40.00

Bulb - £79.00

Receipts Jan:

Hall hire - £900.00

**10.02 Reports from working groups**

**Cemetery**

Two Hornbeam trees, donated by Babergh District Council, have been planted by Greening Glemsford.

**Finance**

Nothing to report

**Village Hall**

**Update on village hall extension**

Correspondence had been received from the architects. It may be possible to make some savings, for example using UPVC for the windows instead of aluminium.

The architects have recommended asking one of the builders to do a re-costing exercise.

A decision will soon have to be made with regards choosing a builder.

**Neighbourhood Plan**

The consultant has started to write the plan.

**Playing Field Management Committee**

No report submitted.

**Climate Emergency (Greening Glemsford)**

A report can be viewed on the website. A review of the environmental policy is to be completed.

**New Village Hall play park**

Cllr Stephens read a report in response to the communication from the playing field committee:

*Response to the suggestion by the Playing Field Committee that the proposed refurbished playground be moved from the Village Hall site to the main playing field:*

*The Playground Working Group has considered this suggestion but can confirm that the playground will continue to be sited at its existing location on Tower Meadow. We would remind the Playing Field Committee that this is not a new play facility for the village but a replacement of worn out equipment on the one which has existed next to the Village Hall for many years.*

*The Parish Council has known for some time that it would eventually have to replace this ageing play equipment and has undertaken public consultation on the matter.*

*First, it included a question in the Glemsford Neighbourhood Plan survey, which was circulated to every home in the village. It asked if people felt that the current play facilities should be extended. A large majority, more than two thirds, agreed that they should.*

*Then, during the public consultation day about the Village Hall Extension, residents were again asked for their opinion. This was because part of the existing playground would be lost and equipment would have to be replaced. People said they liked the present location next to the Village Hall because it was in clear public view. It could be seen by passers by and visitors to the hall and library and was overlooked by a number of houses.*

*In support of this, the Village Hall CCTV will monitor the boundaries of the refurbished playground equipment once it’s installed.*

*The Village Hall Playground Working Group.*

***It was resolved*** to accept this report

It was also acknowledged that a saving of approx. £10,000 would be made by using the existing hard standing next to the hall.

A decision on which supplier (design) will be used will be an agenda item next month.

**11.02 Wildlife Friendly Scheme – possibility of**

This scheme would be under the umbrella of Greening Glemsford. It is a nature type project to look into ways of dealing with climate issues. It is to be agenda item next month as to whether to adopt this scheme.

**12.02 Street light bollard – Highbank – purchase of**

This light has already been budgeted for and the order placed with Suffolk County Council back in 2019.

**13.02 Hedging plants for Cemetery – purchase of**

***It was resolved*** to agree a budget of £200 to re-boost the hedge that has been grubbed out.

**14.02 Health & Safety Policy – to review and adopt**

***It was resolved*** to adopt this policy

**15.02 Safeguarding Policy – to review and adopt**

***It was resolved*** to adopt this policy

**16.02 Equal Opportunities Policy - to review and adopt**

***It was resolved*** to adopt this policy

**17.02 Risk Assessments – to review and adopt**

It was agreed to add the village hall approach road speed bumps as a possible trip hazard. This issue is being addressed by getting the bumps painted.

***It was resolved*** to agree all risk assessments.

**18.02 Correspondence to report**

A letter had been received from the Local History Society. The Circular Walk leaflet has been a great success and all copies have now all gone. The Society were very grateful for the last donation from the Parish Council which helped with the printing of these leaflets and ask if a further donation would be considered to produce further copies. Cllr Plumb suggested that an application is made to the DCllr’s locality budget fund.

**19.02 Date of next meeting**  – 8th March 2022 at Glemsford Village Hall

Meeting finished at 7.45pm

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