**Glemsford Parish Council Meeting**

**7pm Tuesday 12th August 2025 at Glemsford Village Hall**

DRAFT MINUTES

Chair: Cllr Southgate

Present: Cllr Tunbridge, Cllr Hall, Cllr Ansell, Cllr Margaret Holt & Cllr Kemp

Members of the Public: Four

Clerk: Mrs Julia Howard

**25/092 Parish Announcements –** The chairman took a moment to speak about the recent Cottage fire at Egremont Street, how the emergency services, businesses and residents in the village pulled together to support to those affected. Many homes had no power for most of the day and the road was blocked / closed. A GoFundMe collection has been set up.

Thanks go to Wendy for putting up the bunting for VJ day.

**25/093 Apologies for absence –** apologies received from Cllr Broadbent, Cllr Dotesio-Eyers, Cllr Poulton and Cllr Marks.

**25/094 Declarations of interest / dispensation requests -**none

**25/095 To adopt the minutes of the Council meeting held on 8th July 2025**

RESOLVED All in favour, by show of hands

**25/096 To receive reports:** County Councillor’s report (Mr Kemp)

Cllr Kemp introduced himself and gave his report (which is available on the PC’s website), including a brief update on devolution / council re-organisation.

District Councillor’s report (Mr M Holt)

District Councillor’s report (Mr S Plumb)

Please see the PC’s website for the DC report from Babergh.

**25/097 Public Question Time**

1. Query regarding first responders, are there new FR’s in Glemsford? The Chair responded that we aren’t aware of new FR’s in the village. At the July meeting, it was noted that they are always looking for more volunteers.
2. Raised the concern of the overflowing bin outside the shop and whether the shop should be paying for emptying the bin which is currently paid for by the PC. The clerk has sent an email to the shop regarding the bin and a suggestion to move it in the hope to alleviate the litter and make the area tidier.

The member of the public noted that the shop now provides a vibrant range of products but the delivery lorries are becoming dangerous. The PC acknowledged the issue and has agreed to speak to the shop about this too.

**25/098 Financial Matters**

**Item 1.**  To note receipts and approve upcoming payments

RESOLVED As per circulated report plus

£1434 - Greenscape Energy Ltd for Replacement solar panels + fitting

£198 - Mini Waste Limited for Skip hire to clear the container

£264 – renew email accounts

£477.60- for new pads and battery for the Defib at the Spar (see item 25/100)

All from PC account.

Cllr Tunbridge proposed approve the payments, all agreed by show of hands

**Item 2. –** Acknowledgment of NALC cost of living increase

RESOLVED by show of hands

**Item 3.**  – Decision on application for an additional bank account

RESOLVED The finance working group has looked at additional bank account options to safeguard the funds held by the PC and Village Hall. It was proposed that a Unity Trust bank account is opened and that the Village Hall account is moved to Unity along with a savings account for the PC’s longer term savings. All agreed by show of hands

**25/099 Adoption of the new appraisal policy** – which has been circulated, it is based on the RESOLVED NALC policy. All in favour by show of hands

**25/100 Decision on Adoption of Spar & Egremont st Defibrillator** – the PC has been asked to maintain these two defibrillators (in addition to the one at the village hall), both currently need new pads and a new battery, at a cost of ~£500 each. There was some discussion about the defibrillators and the ongoing costs, even if they are not used. The batteries and pads need replacing every 2-4 years.

RESOLVED The PC agreed to adopt the SPAR defibrillator, by show of hands. New pads and a battery will be ordered.

RESOLVED On the point of the defibrillator at Egremont Street in the phone box, there was discussion on whether it is coming to the end of its life and may need the unit replacing soon. It was agreed to look at it and if possible only replace the battery and pads for the moment, then put defibrillator management into the precept and secure funds to replace them in a timely manner. All agreed by show of hands. The maintenance of the defibrillators. Purchase of new pads in the future, will not need to be presented to the PC prior to purchase, but can be ratified at the following meeting.

**25/101 Planning**

**New Applications –**

1. **DC/25/03495** Full Planning Application - Construction of extension to pipe bridge

Location: GCB Factory And Premises, Lower Road, Glemsford CO10 7QR

1. **DC/25/03585 -** Application for works to trees in a conservation area - T1 Sycamore tree. To re-pollard to previous points to help maintain longevity of the tree and to control the canopy size within its surroundings. T2 Willow tree to re-pollard to previous points to help maintain re growth and to remove branches growing into the wires

Location: Land South, 43 Tye Green, Glemsford, Suffolk

1. **No objection 2. No objection**

**Decisions**

**Granted: DC/25/03246 –** Planning application for Provision of 3no chiller units and acoustic enclosure

Location: Factory and premises, Lower Road, Glemsford CO10 7QR

**Granted:** DC/25/02105 - Householder Application - Erection of front extension and dropped kerb access

Location: 110 Kings Road, Glemsford, Sudbury, Suffolk CO10 7QZ

**Granted:** DC/21/00754 - Application for a Non-Material Amendment relating to DC/21/00754 - Alterations to loading bay doors south elevation of extension, replacement of dual pitched roof with a mono-pitch roof on the eastern elevation, Reduction in ground level to loading bays southern elevation

Location: Factory and Premises, Lower Road, Glemsford, Sudbury Suffolk CO10 7QR

**25/102 Neighbourhood Plan** – update on the current status and next steps.

We have received a briefing note from Places4People which is on the PC’s website.

The PC has been asked to revisit the areas for development to meet the 100 property requirement requested. In its current state the plan will need to be withdrawn until AECOM or an alternative company can assist in re-writing the environmental study part of this plan. It was suggested that as there is no further funding available for NHPs the PC should make an allowance of up to £6k for this work.

RESOLVED The PC agreed to withdraw the plan for the moment, all agreed by show of hands. Cllr Ansell abstained

**25/103 Reports from Working Groups**

**1. Finance –** the finance WG has been looking at the accounts, the clerk has suggested that money from the precept is moved to the savings account to attract better interest, and moved back to the current account as required for spend. This will be reported on the finance report each month.

**2. Personnel**  - following the clerks review, it was considered to adjust the PC office hours, starting in September.

RESOLVED The hours on Friday will stay the same but the office hours for the public are to be amended slightly. Public hours on Friday’s will be 10am – 1pm, the Tuesday office hours will move to the afternoon from 1.30pm- 5.30pm and will be open to the public from 2pm – 5pm, we hope this makes the PC more accessible to the public too. The Clerk will still work the same number of hours.

**3. Village Hall** - the replacement solar panels have been installed. The hall is now earning credit in the electricity account and the bills have reduced significantly. The container has been emptied of rubbish, which has gone in a skip, and the container is due to be moved, to the grass area at the rear of the carpark. There has been discussion about having it decorated so it looks more appealing. The area is covered by CCTV.

**4. Cemetery** – Cllr Poulton and Cllr Southgate visited and marked out 15 spaces in row D, and 2 more rows in the new field.

**5. Planning / Neighbourhood Plan –** as above

**6. Public Rights of Way / Highways –** the snowberry hedge at the corner of Flax lane has been reported twice.

Cllr Margaret Holt noted that there is no sign directing to the playing field. The Playingfield committee could put in an application to the Parish Council to assist with paying for a sign.

**7. Greening Glemsford**  - the steering group has somewhat dissipated, there is still a Facebook group and a group of volunteers who are still doing good work around the village. Cllr Lesli Tunbridge leads this group and noted that the environmental plan needs updating. A lot of work on decarbonising the Village Hall has been successfully progressed, initially with the Solar Panels and batteries and further work on refurbishing the Old Library and adding insulation and low power, low emission lighting

Saturday 20th September is world clean-up day – there will be a village wide litter pick starting at 10am.

**8. Play Parks** – Cllr Southgate and Cllr Poulton looked at the playparks alongside the recent Inspection reports and noted there are 2 main pieces of equipment to be replaced, the clerk will ask for quotes to replace them.

The swing seat and chain has been replaced at the Village Hall park.

**9. Allotments** – There is a new allotment sign for the gate, and a padlock and chain (recycled from the old swing) to go on the gate at the allotment.

**10. Community Engagement & Events** - the PC plans to run a Christmas Fayre on the 13th of December to include stalls and a grotto, details tbc. The church is not doing a fayre but will be doing a Christmas tree fayre.

**25/104 Correspondence to report**

1. Contact regarding dangerous parking of delivery lorries on bend opposite co-op shop
2. Rubbish overflowing at the bin outside same shop
3. Fallen Glemsford sign, has been reported and still not re-mounted
4. Overgrown hedge at Flax lane – also has been reported, twice.

**25/105 Date of next Parish Council meeting:** 9thSeptember. Meeting closed 20.19