**Glemsford Parish Council Meeting**

**Minutes of the virtual meeting held on Tuesday 14th April 2020 @ 7pm**

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

The clerk.

0 members of the public.

**01.04 Parish announcements**

It was agreed to move agenda item 11.04 to after Parish Announcements to allow the meeting to proceed on a lawful basis.

**11.04** THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020 – adoption of; for inclusion in standing orders

***It was resolved*** to adopt Regulation 2020 to allow Parish Council meetings to be held remotely and to adopt the following procedures in regulation 5(6):

* Voting will be carried out by a show of hands and/or verbal response
* Documents will be made available on the website
* An invitation for the public and press to attend the meeting will be published on the agenda

**02.04 Apologies for absence**

CCllr Kemp and DCllr Holt

**03.04 Declarations of interest/dispensation requests**

Cllr Cain declared a non-pecuniary interest in planning application DC/20/01148

Cllr Plumb declared an interest in all planning matters due to being a member of the planning committee at BDC.

**04.04 To adopt minutes of council meeting held on 10th March 2020**

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

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

None

**06.04 To receive reports**

**CCllr Kemp –**

A full report can be viewed on the website.

**DCllr Plumb –**

DCllr Plumb read out the following report from BDC:

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| *You can find our full response to COVID-19 and the most recent updates on our* [*response webpage*](https://www.babergh.gov.uk/features/our-covid-19-response)*.*  ***Changes to our customer services in response to Covid-19***  *We have put in place a number of measures to protect the public and our staff and restrict the spread of coronavirus, whilst doing everything possible to keep essential services running.*  *This includes several closures until further notice:*  *·        The Customer Access Point in Sudbury Town Hall has closed for ‘face to face’ enquiries and visits. Residents with council enquiries are now asked to go online wherever possible. If customers can’t resolve their query online, they should*[*email us*](mailto:Customer.Services@baberghmidsuffolk.gov.uk)*.*  *·* [*Our play parks and open spaces*](https://www.babergh.gov.uk/communities/open-spaces-and-playgrounds/places-to-visit/)*- including Belle Vue Park. This will be done where possible by locking gates and putting up signage.*  *·        Council managed public conveniences in Sudbury, Hadleigh, Lavenham and Pin Mill.*  *·        Pop-up customer access points in Hadleigh and Shotley.*  *·        Leisure centres in Babergh: Kingfisher Leisure Centre, Sudbury, Hadleigh Pool and Leisure, Hadleigh High Leisure Centre, Sudbury Sports Centre, East Bergholt Sports Centre and Holbrook Sports Centre.*  *Building work at the Kingfisher Leisure Centre, Hadleigh Pool and Angel Court has also been suspended.*  ***Amendments to the planning process***  *All planning applications, correspondence and payments should now be submitted electronically. We will continue to validate applications and expect to commence consultation and publicity, though this is likely to be incomplete at present. We understand that some Parishes have already put in place alternative virtual arrangements to respond to consultations and we will be reviewing all live Parish consultations with a view to agreeing a case by case approach with Parish Clerks.*  *We are reviewing all cases that would normally be reported to planning committees and are taking a case by case approach, giving priority to decision making on applications which will support the local economy, in line with advice from the Chief Planning Officer at CLG, to ensure that the planning system continues to function. The need for virtual committee meetings is currently being discussed and information regarding future arrangements will be made available in due course.*  ***Protecting our tenants***  *Our housing team have put in place measures to prevent the future eviction of any council tenant who cannot pay their housing rent as a direct result of Covid-19. We have also produced a set of* [*FAQs*](https://www.babergh.gov.uk/housing/advice-for-our-tenants-coronavirus-covid-19/) *to help with queries our tenants may have at this challenging time.*  [*We've reduced our repairs services*](https://www.babergh.gov.uk/housing/report-or-request-a-repair/)*, and are only carrying out essential repairs.*  ***Accommodation for our district’s homeless****The current crisis means there has been an increase in the number of people asking for assistance with housing because they are homeless.  Our teams have been working hard to find additional accommodation and have now housed almost all known rough sleepers in the district.*  ***Supporting our Communities***  *Our communities are responding to this situation in some amazing ways. Town and Parish Councils often sit right at the heart of the local support systems that have emerged in response to this crisis and we recognise and value the incredible work they’re doing.*  ***Covid-19 Emerging Needs Grant***  *The Emerging Needs Grant allows groups and organisations to apply for up to £2,500 to cover increased costs incurred as a result of the Coronavirus (Covid-19), including:*   * *General running costs related to existing projects/activities* * *Ongoing staff costs* * *Volunteer expenses* * *Utility bills* * *The purchasing of food and other consumables*   *Applications do not require sign off from District Councillors and we are not implementing a closing date for receipt of forms, to ensure we can best respond to needs as these emerge.*  ***Home, but not alone***  *The Tribe Volunteer app has recently been launched to connect people who need support during the pandemic with local volunteers. Please signpost those that approach you about volunteering to the app, as this allows for existing safeguarding processes to be adhered to. EELGA have also published a safeguarding* [*tutorial video*](https://www.youtube.com/watch?v=pemVD1riY7o&feature=youtu.be) *for volunteers who may need to work within sensitive areas over the coming months.*  *Any vulnerable residents who have a genuine need for assistance with the delivery of groceries, medicines and other supplies should telephone freephone number* ***0800 876 6926****, which is open from 09:00 to 17:00, seven days a week.*  ***Changes to our waste services in response to Covid-19***  *We are working hard to ensure waste collections continue but in order to do this we may have to collect some bins less frequently, or stop some collections all together for a period of time.*  *Our garden waste service has now been suspended. All garden waste should now be composted at home, or stored until the service is operational again.*  *For the safety of others, including our crews, anyone self-isolating should double wrap their waste and store it securely for 72 hours, somewhere that cannot be accessed by the public. It can then be placed into the general rubbish bin for normal collection.*  ***Support for businesses***  *Businesses across Babergh are set to receive financial support in the form of grant funding announced in the Government’s package of measures designed to help smaller businesses.*  *We are responsible for payment of these grants to our businesses and have put in place systems to manage this. All qualifying businesses are now being contacted.*  ***Assistance for key workers***  *All council car parks will be free to park in until further notice, to support key workers.*  *We recognise that key workers may need to self-isolate at this time, so we are leading work on behalf of the whole Suffolk system to help find short term accommodation for key workers who are unable to return home. Any key workers with an urgent need for this service should email* [*accommodation@baberghmidsuffolk.gov.uk*](mailto:accommodation@baberghmidsuffolk.gov.uk)*.*  [***Babergh communities to benefit from funding boost of more than £200,000***](https://www.babergh.gov.uk/news/babergh-communities-to-benefit-from-funding-boost-of-more-than-200000/)  *Communities across Babergh have received a funding boost totalling more than £200,000, to be used for local projects including a much-needed car park in Lavenham.*  [*For more information*](https://www.babergh.gov.uk/news/babergh-communities-to-benefit-from-funding-boost-of-more-than-200000/)  ***Hot topics on social media***   * *Council tax*   *For agendas and minutes of council meetings, please visit the* [*Democratic Services homepage*](https://baberghmidsuffolk.moderngov.co.uk/uuCoverPage.aspx?bcr=1)  Due to the coronavirus outbreak it was agreed to place closure notices on the play parks owned by the Parish Council. |

**07.04 Planning**

**New applications:**

**DC/20/01299 – 40 Hunts Hill**

Erection of a single storey side/rear extension

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

**DC/20/01148 – Chirbury house, Rectory Close**

Notification of tree works in a conservation area. G1 (hawthorns and fruit tree) – fell to ground level

***It was resolved*** to recommend refusal - cumulative impact on the conservation area - damage to integrity and appearance.

**DC/20/01443 – 63 Brook St**

Tree works in a conservation area. Cut tree back to the main two trunks to control and maintain growth

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

**DC/20/00927 – 12 First Avenue**

Erection of a single storey side/rear extension (following demolition of existing garage)

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

**Granted applications:**

**DC/20/00359 – 38a Egremont St**

Erection of 1no dwelling inc alterations to access (following demolition of existing garage)

**Refused applications:**

**DC/20/00519 – 8-10 Fair Green**

Change of use of shop with first floor flat to (C3) residential use; erection of single storey and two storey rear extensions including alterations to form 3no dwellings with associated car parking (following demolition of rear extension, garage)

**08.04 Public question time**

No questions

**09.04 Accounts for approval**

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

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