**Glemsford Parish Council Meeting**

**Minutes of meeting held on Tuesday 14th May 2019 @ 7.15pm at Glemsford Village Hall**

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

CCllr Kemp & DCllr Holt. The clerk.

3 members of the public.

**01.05 Election of Chairman**

Cllr Plumb was nominated by Cllr Leopold. Seconded by Cllr B Stephens. All voted in favour. Cllr Plumb accepted the position and signed the declaration of acceptance of office.

**02.05 Appointment of vice-chairman**

Cllr Southgate was nominated by Cllr Plumb. Seconded by Cllr Cain. All voted in favour.

Cllr Southgate accepted the position.

**03.05 Parish Announcements**

Volunteers are required to help with the Speed Indicator devices (changing batteries and moving of the units approx every 2wks)

The Low St development is to go before the planning committee on the 5th June to recommend a site visit. If agreed it is anticipated this will be held on the 12th June and go back to committee on the 19th June. Planning officers are recommending refusal.

Means of communication is an ongoing issue within the village. This is to be an agenda item next month.

**4.05 Apologies for absence**

None

**05.05 Declarations of interest/dispensation requests**

**06.05 Appointment of working groups**

Cemetery: Cllr R Stephens (Chair), Cllrs Leopold & B Stephens

Finance: Cllr Sewell (Chair), Cllrs Cain & B Stephens

Planning: Cllr Leopold (Chair), Cllrs B&R Stephens

Village Hall: Cllr Cain (Chair), B&R Stephens

Chairman and vice-chairman to sit on all groups.

**07.05 To adopt minutes of council meeting held on 9th April 2019**

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

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

None

**09.05 To receive reports**

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

CCllr Kemp is currently dealing with three appeals regarding village children not getting a place at the village school.

Complaints have been received in relation to school transport. Chambers buses have been reported as not turning up, running late and having rude drivers. CCllr Kemp is looking into these issues.

**DCllrs Holt/Plumb**

DCllrs Holt & Plumb gave thanks to those who voted at the recent District Elections. They have been voted ward members for Glemsford Stanstead and 5 other villages.

**10.05 Planning New applications:**

 **DC/19/02052 – Chirbury House, 4 Rectory Close**

 Notification of works to trees in conservation area – T1 Field Maple. Reduce upper crown by 10ft (3m) and the sides by up to 1.5mts

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

**DC/19/02063 – 29 Angel Lane**

 Erection of a single storey rear extension

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

**Refusals:**

 **DC/19/01555 – The Little Cottage, 13 Fair Green**

Refusal of non-material amendment – redesign of basement layout and alterations of light wells

**11.05 Public question time**

Enquiries were made about the possible siting of a SID (speed indicator device) at the bottom of Duffs Hill/Brook St, the installation of a 30mph sign to a more suitable position to slow traffic when entering/exiting the village and the 30mph sign outside a residents house to be moved/ made smaller. The clerk is to contact Suffolk County Council with regards these matters.

**12.05 Accounts for approval**

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

 Main A/c

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| Gardens ARB | 912 |
| SALC-internal audit | 398.4 |
| Glemsford School-prize money | 70 |
| D George-exps (mileage SALC) | 54 |
| Suffolk Libraries | 1000 |

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|  Village hall A/c

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| Jayden Electrical | 205.84 |
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| **113.05 Reports from working groups****CCemetery****Planning permission for change of use of land** ***It was resolved*** that this is completed at a cost of £231.00. The location drawing is to be amended to include details of access. Cllr Plumb is to help with the application.**Fencing of new land –** It was agreed that rabbit fencing be installed. Also to include replacement of the existing fence. Total is approx 170mts. Cllr Southgate to obtain costs.**Ground work – to agree specification**It was agreedthat a tarmac footpath be installed through the existing cemetery extending onto the new land to meet the road. This is to include a splay and hard standing for vehicles. Cllr Southgate to obtain prices.CIL funding from BDC is to be looked into to help with costs.**Charges – to agree timescale for charging double cemetery fees**Currently non- village residents have to pay double cemetery fees. However, exceptions can be made; if residents have moved into residential care or if a move has only recently taken place away from the village and other family members still live here. All others will be at double the cost. ***This was resolved*** by full council.**Village Hall****Proposed extension – update.**Quotes have been received from architects to draw up plans for the proposed village hall extension. These plans did not include management of the whole project. Following a presentation by Concertus at the last Parish Council meeting they would be able to offer a complete service. The price quoted for their services of £42,000 was based on a build cost of £425,000, however, this is not specific to Glemsford village hall but a figure based on other similar projects. An initial charge would be made to enable the necessary documentation to be drawn up to submit for funding. ***It was resolved*** that contact will be made with Concertus with a view to proceeding with initial services. Cllr Cain is to proceed with this.CIL funding, Lottery grants and Public Works Loan were also discussed.**Finance – no report****14.05 Report from playing field committee**The clerk read a report supplied by Harriet North:*Glemsford Playing Field Interim Group Report The Playing Field EGM is on* ***Tuesday 18th June 2019 7.30pm*** *at Glemsford Village Hall and all are welcome. Distribution of fliers around Glemsford is planned to start this weekend Saturday 18th May and will include a very simple questionnaire.* *On* ***Saturday 13th July*** *from 2pm until midnight, plans are underway for an Outer Space themed afternoon followed by “Movies under the Stars.” The Village Hall has been booked from 1pm for this period and Harriet North is in regular contact with the Parish Clerk to ensure that issues such as insurance, event licences, keys to the hall, access and manning of the hall during the evening and all other issues connected with this type of event are addressed. Comprehensive research for this event has been already been done and the decision on a film is imminent! If anyone has any questions or concerns please can they be passed onto Harriet, preferably via the Parish Office. Thank you.**A further update will be given at the next Parish Council meeting which is the week before the EGM.**There will be further promotion during June, hopefully via the intended Facebook page for The Glemsford Playing Field and in the July edition of the Contact Magazine.* *Watch this “Space”….and please make a note of the date!* **15.05To agree effectiveness of internal audit and to agree audit report 2018-19*****It was resolved*** to agreeeffectiveness of internal control and to agree the internal audit report 2018-19**16.05 Confirm clerk is to act as Responsible Financial Officer for year 2019-20*****It was resolved*** that the clerk is to act as Responsible Financial Officer for year 2019-20**17.05 Correspondence to report**None**18.05 Date of next meeting 11th June 2019**Meeting finished at 7.50pm |  |
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**17.12 Correspondence to report**

**18.12 Date of next meeting – 8th January 2019**

Meeting finished @ 7.55pm