**Glemsford Parish Council Meeting**

**Minutes of the virtual meeting held on Tuesday 10th Nov 2020 @ 7.30pm**

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

CCllr Kemp, DCllr Holt. The clerk.

2 members of the public. Chris Lawson from Active Suffolk and Frederik, a representative from PSS Care Group Residential Children’s Homes.

**01.11 Parish announcements**

Chris Lawson from Active Suffolk made a presentation to the Parish Council:

*“The Active Wellbeing Service is designed to support older adults (50+) who are currently inactive to find physical activity that suits their needs. The service aims to work with the Glemsford GP Surgery, local services and physical activity instructors to create a bespoke plan specific to the individual. Typically, activity levels decline as we become older, through the Active Wellbeing Service we hope to improve physical activity levels and have a positive impact on individuals*”Information on the Active Wellbeing Service on the Active Suffolk website; <https://www.activesuffolk.org/the-active-wellbeing-service>

**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 13th October 2020**

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

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

Cllr Southgate asked if District Councillors had attended the Boxted PC meeting to discuss new road signs. It was explained that the proposed meeting was postponed due to technical difficulties. This had been re-scheduled for the 11th November.

**06.11 To receive reports**

**CCllr Kemp –**

A full report can be viewed on the website.

The possibility of double height kerbing is being looked into at the bottom of Fern Hill. It is hoped this will stop lorries hitting the wall.

**DCllr Holt –**

A full report can be viewed on the website.

The Phillips site at Lower Rd has been taken over by GCB, a cocoa manufacturer. It is hoped that once established the company will employ in the region of 200 people.

Cllr Southgate asked why the road and footpath at Hammonds Croft had not being completed. Although this is a BDC development it was explained that this is Suffolk County Council’s responsibility. CCllr Kemp requested that Cllr Southgate pass on the details in order to look into this.

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**07.10 Planning**

**New Applications:**

**DC/20/04308 – Building south of Station House, Lower Rd**

Application to determine if prior approval is required for a proposed change of use from light industrial (class B1(c) to dwelling houses (class C3). The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - schedule 2, part 3, class PA – conversion to 1 bed dwelling

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

*8.05pm standing orders suspended for public inclusion*

**DC/20/03324 – Windemere, 22 Bells Lane**

Re-consultation – Change of use of class C3 dwelling house to a class C2 residential institution, a residential 5 bed therapeutic children’s home

*8.11pm standing order re-instated*

***It was resolved*** to recommend approval (Cllrs Southgate & Cain abstained from voting)

**DC/20/04682 – Hill House Farm, Lower Rd**

Application to determine if prior approval is required for a proposed change of use of agricultural building to 1no dwelling house (class C3) and for building operations reasonably necessary for the conversion. The Town and Country planning order 2015

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

**DC/20/04883 – Land at 55 Schoolfield**

Erection of 1no 3 bedroom detached dwelling

***It was resolved*** to recommend approval subject to clarification on access rights

**DC/20/04/04712 – Chirbury House, 4 Rectory Close**

Tree works in a conservation area – 1no sycamore-coppice the four stems closest to the road, pruning of the remaining stem. 2no hawthorn – coppice. 1no elm – coppice

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

**DC/20/04782 – 6 Spring Meadow**

Sub-division of garden and erection of 1no detached dwelling and detached garage (following demolition of existing single garage)

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

**08.10 Public question time**

Permission is to be sought from the trustees of Glemsford United Charity to plant trees (supplied by the Woodland Trust) on land at the allotments.

**09.11 Accounts for approval**

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

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| SCC - Xmas tree power supply | 846.78 |
| SCC - replace st lights  | 96,078.00 |
| KLH Architects | 3375 |
| Charge card | 56.91 |
| Gardens ARB | 912 |

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| Contact Magazine | 50 |
| Thermal Air | 152.4 |
| T&P Fire | 114 |

**10.10 Reports from working group– Cemetery, Finance, Village Hall, Neighbourhood Plan, Climate Emergency and report from playing field management committee.**

**Cemetery** – ***It was resolved*** to use Parish Council C.I.L. money to install a new footpath at the Cemetery.

**Finance** – ***It was resolved*** to accept the budget figures.

**V/hall** – working group notes:

**Village Hall extension – financing of**

To move forward with this project it is necessary to agree financing in the form of a loan. The architects have estimated the build costs to be in the region of £277,000. It was discussed that the sum of £400,000 should be applied for over a 40yr period via the Public Works Loan Board. If this proves to be excessive, funds can be repaid.

However, after further discussion at the Parish Council meeting it was agreedto apply for a loan of £300,000, repayments at £8517.00 per six months over a 40yr period, total repayable £497,415.

This figure needs to be agreed within the precept for 2021/22.

***It was resolved (Cllr Sewell voted against)*** to apply for a Public Works Loan Board loan of £300,000 and to withdraw the current street light budget of £22,000 in the forthcoming precept (2021/22) and replace with repayments of the loan.

Note: The replacement street light units have now been completed (some works to be finished but have been budgeted for) and there is approx. £40,000 remaining to continue with further projects in relation to street lights.

**New electricity supplier**

Octopus Energy, Bulb and EON (existing suppliers) have been approached with regards quotes for renewable energy. Both Octopus and Bulb show considerable savings. ***It was resolved*** to use Bulb as the new supplier.

**Fire alarm contract**

T&P Fire (current suppliers) have quoted for a new fire alarm contract @ £295 per year (twice yearly visits).  ***It was resolved*** to accept this contract.

**Neighbourhood Plan** – No updates

**Climate Emergency** –

A full report can be viewed in the website

**Playing field** – the following report was read:
*An amount of maintenance work has been undertaken in flailing and edging the field at a cost of £210. Also, we have earmarked funds for ditching the complete playing field to improve the drainage of the recreational playing surfaces but there appears to be a land grab which will cause dispute and expense as it has directly affected our existing ditch and this needs to be resolved as soon as possible!*

**11.11 Quiet Lane update**

A formal consultation was held prior to the Parish Council meeting, this was necessary for the submission of the application. Nine people attended and the response was very positive.

Cllr Brian Stephens is part of the Quiet Lanes Suffolk Group who have managed to obtain funding from Suffolk County Council towards the cost of this project. Although the Parish Council has budgeted for this designation it is hoped that the only expense will be the signage. In total 245 positive replies were received in response to the leaflet circulated.

The next step is for the application to be submitted to SCC for approval. It is hoped this will only be a formality as no objections have been received.

Positioning of signs has yet to be agreed.

**12.11 Works – Cemetery/village sign**

Due to the increased cost of wood, a revised quote had been received for the previously agreed work on the mortuary building at the Cemetery and for the village sign at Brook St. An additional £1850.00 was quoted to complete these works. It was agreed that this was in excess of the budget.

***It was resolved*** not to go ahead with this revised quote but to use an alternative supplier at a total cost of £2188 (this may be less if certain items are not required).

**13.11 Playground inspections**

Following advice from the Parish Council insurance company it has become necessary to inspect all playparks on a weekly basis. This will be a visual check only. The annual RoSPA inspection will continue to take place annually. ***It was resolved*** to employ the street cleaning staff for an additional 30mins per week to inspect the playgrounds.

**14.11 Meeting dates – to agree**

***It was resolved*** to agree the meeting dates

**15.11 Standing Orders – to agree**

***It was resolved*** to agree the current Standing Orders

**16.11 Parish Council Newsletter**

It is hoped to produce a newsletter in December. Circulation continues to be a problem. A volunteer has offered to do a letter drop.

It is hoped to make a budget allowance for this item in the 2021/22 precept.

**17.11 Correspondence to report**

Babergh District Council have given the go-ahead for installation of the playpark fencing at Kings Rd. Enquiries are to be made about applying for s106 money to fund this project.

**17.10 Date of next meeting** – 10th Nov2020

Meeting finished @ 9.10pm

(For reference: a recording of this meeting was made via Zoom)

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