

GREAT GLEMHAM PARISH COUNCIL

Caroline Emeny
Parish Clerk
T: 01986 798422
E: gtglemhampc@gmail.com

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

PARISH COUNCIL MEETING

Wednesday 20 May 2020 by Video Conference at 5.00 pm

The public are informed that they have the right to attend Parish Council meetings, may be invited to speak during the meeting and that the proceedings may be recorded. As attendance will be virtual by video or audio, it is recommended the public send in any questions or points they wish to raise in advance by email or telephone to the clerk 3 days in advance. However, they may still attend virtually if this is their preferred option.

Note this is not the Annual General Meeting of the Parish Council which was scheduled to take place. Instead it is an ordinary quarterly meeting without the electing of the Chair, Vice-Chair or sub-committees. This requirement has been removed by new regulations. As such all post-holders will keep the status quo until next year or we can review the situation as the national position changes.

AGENDA

1	Chairman's welcome including the noting of the Virtual Meeting Protocol To confirm agreement for all post holders to remain in post until May 2021
2	Apologies – a) Council to receive apologies for absence b) Council to consent to accept apologies received
3	Declarations of Pecuniary and local non-pecuniary Interests and dispensations
4	To note there remains 2 Vacancies on the Parish Council and co-option of a new member
5	To consider and approve the minutes of the meeting of 12 February 2020
6	Matters arising from minutes of that meeting not covered elsewhere on this agenda
7	Public Forum -to receive reports for information <ul style="list-style-type: none">• Report from County Councillor Stephen Burroughs• Report from District Councillor Maurice Cook (<i>previously circulated</i>)• Report on behalf of Great Glemham Farms (GGF)• Report on behalf of GG Renewable Solar Farm• To receive additional reports as documented – K6 Telephone Box, Tuesday Teas, Village Hall, Church Lands Non-Ecclesiastical Branch, Great Glemham School Trust, Biogen Composting Plant, Great Glemham Information Email, Road repairs and any other reports.• Members of the public – to receive questions and matters of concern from those present• Members of the public – to receive questions from those not present
8	To consider matters relating to planning for Great Glemham a)To consider the following planning applications: <i>none received</i> b)To note any planning determinations received from the local planning authority: <i>none received</i> c)Any other planning matters - DC/20/1587/CLE Application for a Lawful Development Certificate for an Existing use for a storage shed at Glemham House was approved under delegated powers by the Vice-Chair and Clerk in April.
9	Highways, Speeding and Road Related Issues including latest updates from Cllr Debenham
10	To receive update re Sizewell C
11	To receive update re Butchers Field and discuss future maintenance thereof
12	To receive reports from Councillors and the Chair for any meetings attended
13	To review Environmental Change including recycling efforts, climate change etc
14	To receive update re new Parish Notice Board
15	To receive update from Cllr Lissaman on transfer of website
16	To receive report from Cllr Debenham on Coronavirus Parish Support Group
17	To review Cllr Debenhams Dog Poo Strategy
18	To update on Footpaths from Cllr Debenham
19	General Governance- Review of the following policies / documents: Dispensation Policy, Statement of Internal Controls, all other policies will begin review in Sep

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	<p>2020.Note Financial Regulations will be reviewed once online banking agreed. To consider approval of the accounts for the year ending 31 March 2020 as per the Accounting Statement</p> <p>AGAR - To consider approval and signing of Part 3 being Section 1 (Annual Governance Statement) To consider approval and signing of the Certificate of Exemption Part 2 To consider approval and signing of Section 2 (Accounting Statement 2019/20) To note statement of significant variances for year ending 31/3/2020 To receive the report from the Internal Auditor and note contents thereof</p>																							
20	<p>Finance –</p> <p>a)To approve the following payments:</p> <table> <tr> <td>£718.20</td> <td>- Caroline Emeny</td> <td>Clerks remuneration</td> </tr> <tr> <td>£ 33.75</td> <td>- Caroline Emeny</td> <td>Clerks expenses</td> </tr> <tr> <td>£ 50.00</td> <td>- Trevor Brown</td> <td>Internal Audit Fee</td> </tr> <tr> <td>£ 18.29</td> <td>- Simon Beaumont</td> <td>Mower Fuel</td> </tr> <tr> <td>£141.43</td> <td>- S A L C</td> <td>SALC Membership</td> </tr> </table> <p>b)The following payments were made since the last meeting:</p> <table> <tr> <td>Chq no. 200306</td> <td>- £324.65</td> <td>Simon Beaumont</td> <td>Grass mower repairs and fuel</td> </tr> <tr> <td>D/Debit</td> <td>- £35.00</td> <td>ICO</td> <td>Data protection registration</td> </tr> </table> <p>c) To note any receipts - precept first installment of £2472.50 d) To consider, approve and sign the Bank Reconciliation for the period ending 31/3/2020 e) To note letters of thanks received for annual donations f) To further discuss e-banking options</p>	£718.20	- Caroline Emeny	Clerks remuneration	£ 33.75	- Caroline Emeny	Clerks expenses	£ 50.00	- Trevor Brown	Internal Audit Fee	£ 18.29	- Simon Beaumont	Mower Fuel	£141.43	- S A L C	SALC Membership	Chq no. 200306	- £324.65	Simon Beaumont	Grass mower repairs and fuel	D/Debit	- £35.00	ICO	Data protection registration
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21	<p>Clerk's Report – to receive the Clerks report To note the following correspondence previously circulated for information: Variety of emails regarding the current Coronavirus epidemic and the support available including regular updates from SALC, CAS and the Covid-19 Collaborative Board.</p>																							
22	Urgent matters and matters for information (at Chairman's discretion)																							
23	Date of next meeting to be agreed and subsequent quarterly meetings.																							

If you would like to remotely attend a parish meeting, please contact the clerk at least 48 hours in advance of the meeting for access details. Alternatively, if you would like to raise a matter of concern, please do not hesitate to contact the parish clerk or a member of the council.

Signed: *Caroline Emeny*, Clerk, Great Glemham Parish Council
Email: gtglemhampc@gmail.com T: 01986 798422

Dated : 15th May 2020