

GREAT GLEMHAM PARISH COUNCIL

Minutes of the 226th meeting and the 2018 meeting held in the village hall on 11 May 2018

1. **Apologies:** Duncan McIver, Mark Runnacles and Edward Benson (all due to family commitments).
2. **Present:** Jennifer Beaumont; John Cross; Karen Debenham; Sasha French; Argus Gathorne-Hardy (Chairman); Elaine Lewis; Diane Minns; Nicholas Redman (Honorary Clerk).
3. **Interests:** None was declared.
4. **Annual meeting:**
 - 4.1 **Minutes:** The minutes of the 2017 annual meeting were approved and the Chairman signed the copy appended to the minute book.
 - 4.2 **Appointment of officers and advisers:**
 - 4.2.1 Argus Gathorne-Hardy was re-elected as chairman;
 - 4.2.2 Nicholas Redman was re-appointed as honorary clerk (but see below);
 - 4.2.3 an elector with experience and expertise in accounts was willing to be internal auditor;
 - 4.2.4 Duncan McIver was re-appointed as the village hall liaison officer;
 - 4.2.5 an elector was willing to undertake for the forthcoming year the site management at the Butchers Field playing field;
 - 4.2.6 an elector was willing to be an adviser to the community on emergency preparedness for the forthcoming year;
 - 4.2.7 Karen Debenham was willing to be the website and transparency code manager;
 - 4.2.8 Nicholas Redman was appointed as transport adviser (but see below);
 - 4.2.9 Nicholas Redman was to remain as the parish council's trustee of the Great Glemham Non-Ecclesiastical Trust;
 - 4.2.10 Edward Benson was willing to co-ordinate deliveries to electors from SUMA; and
 - 4.2.11 Elaine Lewis was appointed as data protection officer for now.
 - 4.3 **Reports:**
 - 4.3.1 **Chairman:** The Chairman thanked the Parish Council and electors for all their efforts over the year, especially all those who remained willing to serve in the various roles as approved above. In particular he thanked the Clerk for his precision and guidance over the last year and in reference to 4.3.11 for his considerable care and immense effort on behalf of the Parish Council for the last 10 years.

Following on from his previous annual report that reviewed '*Who we are*' as a village based on previous Parish Council minutes, the chairman took a deeper but light hearted look into the archives. He was pleased to report that Healthy Suffolk had identified the village as a thriving community with a number of key assets. These varied from the Museum at the airfield, through the Church and Pub all the way to a festival and communal meeting point (the Telephone Box book exchange). Our current population at 217 was well up from 97 at the time of the Domesday book and above our lowest ebb of 178 in 1981. However, he felt the list did not do justice to the wide number of activities in our thriving community. These ranged from the art shows in

the church through to the fantastic and growing fete to the numerous village hall events -after trying to list the latter in detail, the chairman admitted defeat and gave a great and general thanks to all those who gave their time to support all these occasions that made up the rich fabric of village life. He felt that the original Saxon title holders of Glemham manors, Sparrow Hawk and Starling would have been justly proud of how the village continued to thrive and plough its own path.

- 4.3.2 **Sizewell C:** EDF's head of community engagement joined the meeting. He reported on the feedback delivered in the stage 2 consultation; stage 3 was likely to commence in 2019. The construction period would last for around 10 years and the earliest time that power would be generated was 2031. He stated that EDF's preferred view on transport options was to have a by-pass around Stratford St Andrew and Farnham only. Suffolk County Council had bigger plans for road improvements known as Segway.
- 4.3.3 **Police:** No crimes in Great Glemham were reported in the last two months.
- 4.3.4 **Telephone (K6):** An elector reported that the stock of childrens' books had been reviewed and some new stock had been added and the red paint was to be touched up (as were the crowns on the top though they were to be painted gold).
- 4.3.5 **Parham Composting plant:** An elector who sat on the neighbourhood group reported that the plant was running smoothly and with virtually no complaints. There was a pile of compost on some hardstanding not far from the old conning tower; this was the use of inhabitants of Great Glemham and Parham.
- 4.3.6 **Great Glemham Farms:** The Chairman reported that the footpaths were being mown; electors should be aware that there were no public rights of way around the fish ponds on the airfield. Hedges would be trimmed soon. Headlands had been drilled with a mix of seeds suitable for wild birds. The Chairman reported that the footpaths were being mown; electors should be aware that there were no public rights of way around the fish ponds on the airfield or to the west towards the Grain store. Similar attention was drawn to the fact that no footpath went through Street Farm in the centre of the village. Hedges had been trimmed but would now be left through the nesting season. Headlands had been drilled with a mix of seeds suitable for wild birds. The Spring Festival was going from strength to strength with numerous open days, farm walks and farm suppers still open and Jason Gathorne-Hardy looked forward to welcoming people to the big spring picnic at the end of the festival.
- 4.3.7 **Highways:** Jennifer Beaumont reported on work carried out by the County Council on the roads. It was clear that her frequent inspections of the roads and diligent reporting of issues had achieved a key benefit for all those who use the roads in the village. The Honorary Clerk reported that County Councillor Burroughes was planning a "summit" on highway maintenance and that Jennifer would be welcome to join this. It was agreed that, if Jennifer was willing to attend the "summit", the parish council would reimburse her expenses.
- 4.3.8 **School trust:** A trustee reported that the trust had made three educational grants: two for high school leavers; and one for a primary school starter. It had also made a community grant to support the creation of an access ramp in All Saints Church.
- 4.3.9 **Non-Ecclesiastical Trust:** The Honorary Clerk reported that a third trustee

had joined him and Diane Minns. A meeting had been held earlier in the day: the trustees had publicised the meeting which was held in the Honorary Clerk's home so as to manage safeguarding issues; the trustees had resolved that the minute book (which should be treated as public) should not contain details of individuals seeking a grant. The trustees resolved to bring the bank mandate up to date and to update the information on the Charity Commission's website. There would also be a further and duly publicised meeting later in the year with a view to making some grants. The trustees resolved to thank a former trustee who had given well over 20 years of loyal service to the trust.

4.3.10 **Emergency preparedness:** The emergency preparedness adviser believed that the most likely emergencies would be caused by severe weather and/or a serious road accident. Electors should follow common sense measures: maintain a battery operated (or wind up) torch and a battery powered radio; have a stock of candles and matches; a basic telephone receiver. When safe to do so, electors should check on neighbours especially those who were ill or elderly.

4.3.11 **Clerking - the future:** The Honorary Clerk reported that he would be standing down when new clerking arrangements were in place. Great Glemham Parish Council had never before in its existence of 71 years had a paid clerk. However, bodies like SALC quite properly championed clerks being properly valued and very few individuals now wished to bear the serious responsibilities of clerks on an honorary basis. He had approached a clerk in a nearby parish who was interested in principle in being the clerk in Great Glemham. **ACTION:** The Honorary Clerk, working with the Chairman, to find a suitable person to be clerk here on suitable terms and to report to the next meeting.

4.4 Electors concerns

4.4.1 **School transport:** The Honorary Clerk had been contacted by a number of electors concerned about the County Council's plans to stop supporting the cost of school buses between Great Glemham and the schools in Framlingham. Although, the County Council is supporting journeys to and from Saxmundham schools, Great Glemham is equidistant from Framlingham and Saxmundham. **ACTION:** The Honorary Clerk to write to the County Council accordingly.

4.4.2 **Bottle bank:** There had been discussions between the owner of the site of the bottle bank, Great Glemham Farms, and the operators, Morse. The discussions centred on how easily the bottle bins could be manouvered to the road to be taken for re-cycling. **ACTION:** Temporary resurfacing will be carried out by Great Glemham Farms and the site monitored by Norse.

4.4.3 **Speeding:** Karen Debenham reported that she had not heard back from Stephen Burroughes. **ACTION:** The Chairman would make direct contact

5. 226th meeting

5.1 Minutes of the 225th Meeting held on 3 March 2008

These were approved and the Chairman signed the copy in the minute book.

5.2 Review of action points from previous meetings

5.2.1 Training for use of defibrillator and general first aid

It was agreed that a first step would be for those interested to come to the "Charities" fete in Butchers Field on 16 June 2018 where there were to be

demonstrations by Suffolk Accident Rescue Service (a body to which the parish council routinely makes grants under its "section 137" powers).

5.2.2 Encouragement and facilitation of use of SUMA (food and household goods)

Edward Benson to work with others to gain more electors willing to use this scheme and to make it fully efficiently. **ACTION:** Edward Benson.

5.2.3 Buses

After discussion, it was decided that the parish council should not make grants to support the monthly 121 service. However, we should liaise with and work with CATS and invite them to a meeting so that they can explain how their "on demand" service works. The parish council has long supported CATS by means of "section 137" payments.

5.3 Finance, governance and audit

5.3.1 Accounts and resolutions

The Honorary Clerk reported that he and the internal auditor had prepared accounts (copy appended). These accounts would supply the figures required by the external auditor. The Honorary Clerk obtained approval of the statements and resolutions to be made in the external audit form. **ACTION:** The Honorary Clerk.

5.3.2 Approval of expenditure

The following matters were approved:

5.3.2.1 Hire of the village hall for this meeting (at going rates) to be paid out of precepted funds.

5.3.2.2 Ladies Club support of £150 to be paid out of solar funds.

5.3.2.3 Support of £450 towards the creation of a petanque piste in the garden of the Crown to be paid out of solar funds on these conditions:

(a) that the installation of the piste does not reduce off-road car parking space serving the Crown; and

(b) that the licensee discusses the location and other details of the planned piste with its immediate neighbours with a view to managing their residential amenity. **ACTION:** Honorary Clerk.

Nicholas Redman, Honorary Clerk

24 May 2018