

GREAT GLEMHAM PARISH COUNCIL

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IP13 8DL

MINUTES OF THE 237th MEETING OF THE PARISH COUNCIL **Held by Video Conferencing on Wednesday 10 February 2021 at 7.00 pm**

Note some discussion points have been slotted into the appropriate minute number for the sake of uniformity.

Present: The Chair Cllr Gathorne-Hardy and Cllrs Beaumont, Cross, Debenham, French, Mercer and Wright. Also in attendance: 2 members of the public and a member of the Communities team from East Suffolk Council.

1. Welcome

The Chair welcomed everyone to the 237th meeting of the Parish Council. The Virtual Meeting Protocol was briefly summarised whereby hands are shown for voting purposes or if a person wishes to speak.

2. Apologies for Absence

Apologies were received and accepted from Cllrs Benson and Lissaman. all present. District Cllr Cook had an earlier meeting which overran.

3. Declarations of Interest and Dispensations

Members were reminded of their obligations under the Suffolk Code of Conduct including the Nolan Principles of Public Office. There were no declarations of pecuniary and non-pecuniary interests and no requests for dispensations.

4. Vacancies

There are still 3 vacancies on the Parish Council.

5. Presentation by Nicola Jenner, East Suffolk Council Connecting Communities Officer

A presentation was given on what this department can offer residents. Note it is available on our website for anyone wishing to view it, at the bottom of the following page:

<http://greatglemham.onesuffolk.net/coronavirus/east-suffolk-communities-update/>

There were no questions. She was thanked for her attendance and presentation.

6. Minutes of last meeting

The minutes of the meeting of 9 December 2020 were unanimously approved for signing remotely by the Chair and scanning back to the clerk. The only o/s matter not on the agenda is the Spring refurb of the play equipment. The clerk to diarise this for April to garnish support for the Working party.

Action: Clerk to diarise for April

7. Public Forum

Reports received for information as follows:

- No Report from County Councillor Stephen Burroughs
- No Report from District Councillor Maurice Cook. Weekly updates are received & and uploaded to our website: <http://greatglemham.onesuffolk.net/coronavirus/district-councillors-weekly-update/>
- Report on behalf of Great Glemham Farms (GGF) – Not much to report. GGF have been clearing the snow on the roads in and around the village on behalf of residents. A discussion followed re gritting which is minuted under Highways.
- Report on behalf of GG Renewable Solar Farm – nothing to report
- Village Hall - nothing to report
- Biogen Composting Plant – Nothing new to report. The firm has published nothing on-line since last July. The Liaison Group is not due to meet until April or May. Nothing untoward has been heard about operations on the site. It was noted there was often a vehicle parked in the entrance site.

Action: Cllr Cross to contact Patrick before the next Liaison Group meeting in this regard

- All Saint's Parochial Church Council – Update re Drainage project by Jill Pascoe – Churchwarden, summarised as follows: Thanks given to the PC for considering the request for a Solar Fund grant. We've received £2K from All Churches Trust and £750 from the Scarfe Trust, giving a current total of £8,180 - less the £2,500 we have to reserve to pay the final invoice of the Architect - making £5,680 available to pay

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the contractor. The first phase of the contract will be around £20K. We'd like to have at least half of that sum available before the work can commence. The Faculty permission is in the final stages which should be received by month end. Then the Architect can call for tenders, after which we can apply for more grants. Any grant we receive from the Solar Panel fund will be a great help and much appreciated. Note the amount agreed is minuted under Finance as per the agenda and was discussed in detail.

- Members of the public present – there were no questions or matters of concern.
- Members of the public not present – there were no questions not dealt with under the agenda.

8. To consider matters relating to planning for Great Glemham

- a) There were no planning applications to consider.
- b) There were no planning determinations to note.
- c) The latest update from Low Carbon re the proposed new solar farm following information was noted as still reviewing the technical reports along with the feedback from the consultation. Maurice Cook will be attending a virtual meeting with them to ensure that the Parishes are kept properly informed of progress with the application and to seek any available additional mitigation which might be available.

9. Suffolk Highways, Speeding and Road Related Issues

Cllr Beaumont updated everyone on issues with the grips and the blocked drain on Chapel Lane. The flooding on the Framlingham / Saxmundham Rd nr. the junction of Low Rd was remedied by a local resident significantly reducing the issue by digging out the grips. Concerns raised by a parishioner re the potholes particularly on The Grove.

Action: Cllr Beaumont to conduct an audit of pot holes and report to Highways

Grit bins were discussed in detail. Note the PC has 2 grit bins on the asset register – 1) in the entrance to The Timberyard and 2) by the Flagship houses in Chapel Lane. There are 4 piles of grit located at: 1) by the bridge in Chapel Lane 2) by the bridge at Pound Farm corner 3) on the corner of New Road (before the bottle bank) and 4) at the start of Workhouse Lane.

Action: Cllr Mercer to check if any of the above need replenishing and to report back

Note the previous clerk kept a hard copy of who was a volunteer regarding the spreading of the grit and this needs to be updated / replaced.

Action: Clerk to ensure she gets an up-to-date list and maintains it for insurance purposes

Cllr Debenham gave the following summarised updates:

Update on Village Gateways – spoken to approved SCC contractor who is preparing an indicative costing.

Action: The Chair and GG farms are to apply for the necessary planning permission

Speedwatch – The three locations have been approved by SCC and PC. Flagship have confirmed their approval with Highways for the siting of one post on their land. The SID's work is awaiting scheduling by SCC in the locations advised at previous meeting – note post meeting confirmation received that the SID posts have been ordered and Highways' contractor has a maximum of 14-weeks to complete the work. Up to date quote received from Westotec for our own SID at some point is between £2625 - £3175, Solar Power £615, additional brackets for SID and Solar Unit potentially £380 (optional & for two sets) and padlocks £29.95 (optional). Clerk provided alternative quote for comparison purposes. Suggest PC ring fence £ 4.2k from Solar Fund for the potential purchase of our own SID around 2022-23 after a year using the temporary SID on rotation with local visitors. The clerk confirmed currently £5K ringfenced for this. Suggestion sum is increased to minimum £6K to include the village gates and was unanimously approved.

10. Sizewell C Update and Scottish Energy (SSE) - reports submitted by Cllr Cross: - The Planning Inspectorate sessions for SSE are now scheduled and underway but GGPC is not attending.

11. Butchers Field Update

No update available. Carried over action re spring Working Party as minuted under item 6.

Action: Working party to be arranged in the spring to apply timber preservative

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- 12. Plastic Champions Report** - reports submitted by Cllr Cross: The only real development has been the revised focus on what should go into the blue-lidded recycling bins with a leaflet circulated in hard copy and via email. There was a suggestion for a sticker to go inside each blue bin identifying what can be recycled.
Action: Cllr Cross to investigate appropriate stickers
- 13. Community Partnerships report from Cllr Cross** – No immediate actions. Information available on the presentation given earlier in the meeting by N Jenner. Report summarised as follows: Current spending includes prescription delivery to the old & vulnerable; tools for men’s groups to garden for the elderly; increase in availability of the Rural Coffee Caravan; slow cookers and recipe cards; food vouchers; music & singing lessons for dementia sufferers; singing for breathing classes; East Bags. Councillors are increasingly putting their amenity budget to help mental health support and exercise. Flagship Housing Association are telephoning their elderly and vulnerable residents; provide help with food and rent costs; Kindness Fund for essential items for residents in need - contact Becki@Flagship for details. 2021 Census on 21/3/2021; Elderly people may require assistance completing their returns. Station House, Campsea Ashe is a local support centre for this. Chat Bench funding approved. Parish Council approval required to proceed with the Licence and pay £100 fee to site it. This was unanimously approved. Cllr Cross suggested we look at erecting a suitable sign to bring parishioners attention to the bench once it is in situ. Bench agreed as Henley 1.8mt version.
Action: Clerk to proceed with licence application and pay £100 fee
- 14. GG Community Support Group (GGCSG)** - report submitted by Cllr Debenham as summarised: Eighteen residents continue to be active and available to support those in need with help to shop, collect medicines, dog walk etc. The information pack was updated and hard copies delivered to every household. A check on volunteers indicated no issues and volunteers have continued to outweigh requests for support.
- 15. Footpaths and Dog Poo Strategy** - report submitted by Cllr Debenham: The deteriorating sleeper bridge at corner of Church Field has been replaced by PROW with a new much improved footbridge. The slippery dip and puddle at the foot of steps to Church Field has been reported. There is no action as yet by PROW on the remaining lopsided and fallen finger signs. We received a complaint from a resident about 3 dog poo deposits not cleared from the paths. GG farms will put together a sign based on the NFU who do a good range that can be adjusted for the stick and flick etc in regard to the dog poo strategy. GGF will also pull together a footpath map.
Action: The Chair to arrange the dog poo signs and footpath map asap in conjunction with GGF
- 16. Quiet Lanes Suffolk** - Cllr Debenham gave an up-to-date presentation, outlining the latest deadlines: The public meeting was held in January with a very small attendance. The SCC Notification Order flyer needs printing and distributing to all affected households including those in Sweffling by 22 February. Signs also need putting up on the affected roads. We are in Phase 2, Wave 1 of the QLS project which should see completion by approx. 20 May. All signage will be covered by the project via SCC – note no money is required from the Parish Council. QLS is not a new initiative but an enhanced one as it has been operating in various locations for some time. Concern was raised that the money could be better spent repairing potholes around the County but the funds are ringfenced within SCC and will not be allocated to other more immediate work. The Chair thanked Cllr Debenham for all her hard work on this project. Note full information regarding this project is on our website via the following link:
<http://greatglemham.onesuffolk.net/useful-information/quiet-lanes/>
Action: Cllrs Cross, Debenham and the Chair to distribute the leaflets to the affected homes. Cllr Cross will get them printed
- 17. Village information List** – It is thought we have a volunteer(s) to carry on this vital service. Lenni is speaking with them in detail. It was suggested and unanimously agreed to arrange a thank you gift for the vital service Lenni has provided over the years.
Action: The Chair to arrange gift as agreed

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- 18. General Governance** - The following documents were reviewed and unanimously approved for updating:
Register of Assets for year ending 31 March 2021
Statement of Internal Control & Annual Review

19. Finance

- a) The following payments were approved:

£1084.78	Caroline Emeny	Clerks remuneration and holiday pay
£ 28.22	Caroline Emeny	Clerks expenses & extra n/board magnets
£ 38.00	Edward Benson	Mower puncture repair and fuel
£ 32.20	H M R C	Employee PAYE / NIC

- b) There are no receipts to note but anticipated vat refund of £156.20 before year end.
c) The Bank Reconciliation for the period ending 31/01/21 was approved and will be signed by Cllr Mercer. The monthly Schedule of payments was approved and will be signed by Cllrs Mercer and French as listed at 19(a).
d) The PC reviewed the Solar Fund grant application as presented by the PPC and unanimously approved a sum of £3K as an initial grant to enable the PPC to begin work on the drainage project.
e) The annual charity donations were unanimously approved and agreed as budgeted for totaling £700, and are accounted for as follows:
£50 each to East Anglian Air Ambulance, Citizens Advice Bureau, St Elizabeth Hospice, Coastal Accessible Transport (CATS) Suffolk Wildlife Trust, Disability Advice Service, Suffolk Flora Preservation Trust, Suffolk Accident & Rescue Service (SARS), Suffolk Lowland Search and Rescue (SULSAR) and £250 to GG Village Hall

Note the Chair still has the cheque book.

20. Clerks Report and other Correspondence received

The Clerk reported as follows: - Attended a Clerk networking event in January – always beneficial information. One Suffolk Website updates continue due to Covid information. Sometimes difficult to know what to include as we have no knowledge of how many times the website is viewed and can only access this by setting up Google Analytics. Hours busy as always partially due to the current pandemic and information sharing.

All relevant correspondence circulated for information.

21. There were no urgent Matters to be advised.

- 22.** The next meeting will take place on Wednesday 5 May 2021 via Zoom, exact time to be confirmed. This will be 2 back-to-back meetings as is usual for us in May, incorporating the Annual Meeting of the Parish with the Annual Meeting of the Parish Council (AGM). At this stage it will be held virtually but may be subject to change depending on the Covid-19 restrictions at the time.

The meeting closed at 8.45 pm