

# GREAT GLEMHAM PARISH COUNCIL

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## **MINUTES OF THE 241<sup>st</sup> MEETING OF THE PARISH COUNCIL** **Held in the Village Hall on Tuesday 7 December 2021 at 6.30 pm**

Present: Cllrs Beaumont, Benson, Debenham, Gathorne-Hardy, and Lissaman and Mercer and the Clerk.  
Also in attendance: 2 members of the public and 1 member of the public online.

### **1. Welcome**

The Chair welcomed everyone to the meeting. The meeting was also hosted on Zoom for parishioners wishing to attend remotely.

### **2. Apologies of absence**

Apologies were received and approved from Cllrs Cross, French and Wright. County Cllr Burroughes and District Cllr Cook were unable to attend.

### **3. Declarations of Interest and Dispensations**

There were no declarations of interest or any dispensations.

Members were reminded of their obligations under the Suffolk Code of Conduct including the Nolan Principles of Public Office.

### **4. Minutes of last meeting**

The minutes of the meeting of 15 September were unanimously approved and signed by the Chair.

### **5. Matters arising from those minutes not covered elsewhere**

There were no matters outstanding not covered elsewhere on the agenda.

### **6. Reports for Information**

The following reports were received for information:

- Report from County Councillor Stephen Burroughs – previously circulated and on our website. The Clerk asked him what happened to the Speed & Safety Summit that was to be held in the autumn for members of the Framlingham ward as no update has been received. She also enquired with him as to our digital capability which goes back to 2020 with no input.
- Report from District Councillor Maurice Cook – previously circulated and on our website. He wanted to place on record his thanks to those involved in the negotiations with Low Carbon in respect of the Solar Farm planning application. By working together with the other Parish Councils he believes that a very satisfactory outcome was achieved which will benefit not only the local area but the whole district.
- Report on behalf of Great Glemham Farms (GGF) – the Chair reported there was very little to report at this time of year. The sugar beet harvest is complete with as little disruption as possible.
- Report on behalf of GG Renewable Solar Fram – the Chair reported that due to the time of year, there was little to report. Their annual payment was due any day and the amount had been confirmed. There had been no requests for grants to date.
- To receive any additional reports –

*Jill Pascoe presented her report on All Saints Church Gt Glemham.*

Each year each Parish is asked to pay a Parish Share that goes towards the cost of the Rector and expenses incurred by the Diocese. 2020 it was £7,500 and we have managed to pay £4,000 and will not be able to pay any more – the current account balance is around £2,000 which is needed to cover utilities, insurance etc. We have just been told that the Parish Share for this Parish is to be £7,900.

A date for the blessing of Marian Heffer's window had been made of 15 May 2022. A service to be held at 3pm followed by a tea in the churchyard.

Drainage Project: £7,000 has been received from Suffolk Historic Trust. £500+ raised from the Opera evening. £500 raised from the Christmas wreath activity. Making the total £25,400. Total required £69,000. Contact has been made with the Architect to ask if this is enough to commence phase 1, the worst affected area, and dig the drains on the North side of the church – and we await to hear from him.

Two services in the church in December:

Monday 20 December 6pm – Carol Service      Christmas Day at 9.30am – Carols and Praise

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## *Patrick Wilson presented his report on Zoom re the Parham Composter*

This will be the last report on the matter of the Parham Composter as operations there ceased during October, the final delivery of garden waste having been received on 10th September and it has now closed. A seemingly casual notification of the fact, sent by the County Council to members of the Local Liaison Group towards the end of October, told of the imminent closure of the site. As it was then very nearly a year since the last meeting, at which no mention of possible closure was made, this news came as a surprise and a disappointment in the way that local communities had been kept in the dark – I had on several occasions contacted the plant operator requesting that a meeting be arranged, all to no avail. So, no forewarning of the closure had been given.

On completion of processing operations, the site was cleaned in preparation for its sale. It is understood that the site is not being marketed as a composting site. The operating licences having been surrendered, the composting plant closed its doors on 12th November and the Local Liaison Group became defunct. One other disappointment: there'll be no more free compost!

The Chair thanked Patrick for all his work on this over the past few years.

## *Village Hall report by Rachael Wyartt*

There are 3 points for us to bring up:

1. The Great Glemham Christmas fair is this Saturday 11 December from 4pm to 6pm. Donations welcome for raffle and tombola. Please drop off at the Old Parsonage.
2. We have seen our old regulars return and we have new bookings at the village hall which is great. To book the hall speak to Tom.
3. The electric charging point has been put in - Sasha can update on the bank details side of things.

## **7. Public Forum**

Members of the public – there were no questions from members of the public present.

Members of the public not present – there were no questions from the online parishioner present.

## **8. Statutory Business -**

- a) Parish Council vacancies – It is minuted there are still 3 vacancies
- b) Lorry Route Map Review in Suffolk – Council agreed that Great Glemham was not affected by the Lorry Route review and did not need to respond to the review as a result. AIF.
- c) Website transfer – the Chair briefed all on discussions held. The Clerk confirmed that the current hosts only have 2 basic layout themes. These change the fonts, colours, title bar size, icons and navigation bar. It was agreed that the website needs to attract more traffic and needs to be the 'go to' place for village information. This could mean less email content via the email information list leading people to the website for more detail on each item. It was agreed someone was required to help make the website more interactive.

**Action:** Clerk to liaise with Tom Konopka about what skills he can bring to the site. To also liaise with the village information holders as to future messaging to attract more local traffic to the site

- d) To review and approve policies due for renewal- the Dispensation Policy was reviewed and approved with one small change. AIF.

## **9. To consider matters relating to planning for Great Glemham**

- a) There were no planning applications to discuss.
- b) There were no planning determinations received from the local authority.
- c) Any other planning matters for information – ENF/21/0216/LISTL Martha's Cottage, Church Road – the householders have until end January to complete the restoration.  
ENF/21/0454/DEV: Timberyard Farmhouse, Church Road- Clerk has liaised with the planning authority in this regard and awaits an update after correspondence this week.

## **10. Finance**

- a) The following payments were approved:

£ 252.35	Caroline Emeny	Clerks remuneration
£ 9.00	Caroline Emeny	Clerks expenses
£ 29.99	121 Computers Ltd	Annual laptop anti virus renewal

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b) The following BACS payments were made and approved since the last meeting:

£ 257.49	Community Action Suffolk	Annual insurance premium
£ 9.00	Caroline Emeny	Clerks Expenses for September
£ 252.35	Caroline Emeny	Clerks remuneration for September
£ 103.20	ROSPA	Annual play equipment inspection
£ 60.00	Community Action Suffolk	One Suffolk website renewal
£ 206.40	J C Peacock	Grit Bin purchase
£ 295.61	Caroline Emeny	Clerks remuneration & holiday pay October
£ 9.00	Caroline Emeny	Clerks Expenses for October
£ 78.00	M Runnacles	Chat bench siting

The monthly Schedule of Payments was approved and signed by two Councillors.

c) The following receipt was due imminently: £5724.38 from GG Renewables Ltd re solar payment.

d) The Bank Reconciliation for the period ending 30/11/21 was approved and signed by the Chair.

e) The Clerk confirmed £77.68 had been received as a result of CIL income (Community Infrastructure Levy) which can only be spent on infrastructure projects. She identified the chat bench siting costs as an appropriate allocation for the funds. AIF.

f) The annual charitable donations were reviewed and the annual spend thereof. The following payments were agreed for immediate payment totalling £700 as per the budget:

£50.00	Citizens Advice Bureau	£25.00	Coastal Accessible Transport
£50.00	Disability Advice Service	£50.00	East Anglian Air Ambulance
£250.00	Great Glemham Village Hall	£50.00	St Elizabeth Hospice
£25.00	Suffolk Flora Preservation Trust	£200.00	Churchyard drainage project

It was agreed to reduce the charitable donations in year 22/23 due to the Council's increased costs. AIF.

g) The draft budget was presented for consideration. Charitable donations were reduced; miscellaneous expenditure was increased. The amended budget was approved. AIF.

h) The Precept for 22/23 was approved as a result of the draft budget. AIF.

**Note the Chair still has the cheque book.**

## 11. To consider matters relating to the community of Great Glemham:

*a) Suffolk Highways, Speeding and Road Related Issues (Cllrs Debenham & Beaumont)*

See detailed report at the end of these minutes as previously circulated from Cllr Debenham.

Cllr Beaumont has reported the churned up footpath outside Church Cottages but Highways response was that nothing required doing at present. It will need re-seeding in the Spring if it is to grow back. Cars park on the opposite side of the road as there is nowhere else for them to park. Delivery drivers and large vehicles drive over the verge as a result. There is no kerb to indicate it is a footpath.

There are large holes outside the Church Wall which could damage smaller vehicles. A ditch needs to be dug out to improve the drainage before more permanent surfacing is put in place otherwise it will be a continuous problem. It is community land, not Highways land.

**Action:** Chair to investigate with a small contractor to see if he can get a quote to do the work

**Action:** Cllr Mercer to look into extending the 30 mph zones in the village

**Actions from that report as follows:**

**O/S Actions:** The tree with the overhanging branches near Reed House was to be trimmed but this is a bigger job than the owner can safely tackle on his own. Cllr Debenham has reported to Highways to see if they will trim the tree, Clerk to chase

Highways signage o/s that needs cleaning or trimming: New Road and junctions with The Grove and Low Rd near Stone house – Cllr Benson still to complete

Planning permission still outstanding in relation to Village Entrance Gates. Chair to process.

We have had two further SIDs allocations since September, the second only included Chapel Lane.

*b) Sizewell C Update (Cllr Cross)*

The SZC public enquiry has concluded with GGPC making its agreed representations early in the process as well as supporting cross-community responses. A planned meeting with a relevant minister was cancelled

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on 30/11 due to the minister falling ill with Covid. GGPC will attend when rescheduled.

## *c) Butchers Field (Cllr Benson)*

The hedges have been cut back and the area looks much improved. The Clerk reviewed the Rospa report.

**Action:** Clerk to precis report and send to Cllr Benson and Chair.

## *d) Plastic Champions (Cllr Cross)*

Regrettably, FCC Environment has failed to respond following its kind offer to source collectors for light bulbs and batteries so it is proposed that GGPC funds these itself. Can a budget of £150 be agreed please? Hopefully, this will be more than enough but it would be good to have this much trumpeted facility up and running as early as possible in 2022. The Council voted to approve setting aside £150 for this project from the Solar Funds. AIF.

## *e) Community Partnerships and chat bench in particular –*

See the detailed report from Cllr Cross at the end of these minutes. The Chat bench was discussed in detail. It was agreed that a suitable location was outside the pub, which has given approval, near the old glass covered notice board, near to the new veggie box location where there is a suitable wide verge. If the notice board is used as an information point, it would be a focal point in the village. Other options to be sought via the email information list before a final decision is made. MR to then re-site once parishioners have been solicited for their opinions as to a suitable site.

**Action:** Clerk to liaise with village information list volunteer as to suitable email content in this regard

## *f) Footpaths (Cllr Debenham)*

There is nothing new to report. Leaning finger posts have been followed up on the reporting tool but nothing appears urgent. There is a good page on website now showing local paths.

## *g) Quiet Lanes (Cllr Debenham)*

The Quiet Lane Signs have now been installed in our three designated lanes. The website has been updated. It would be good to undertake some communication and education via Village Email & Ebb and Flow on what a quiet lane is and the behaviour we hope it will encourage people to 'when you see this sign, please take your time'. There is a website: [www.quietlanessuffolk.co.uk](http://www.quietlanessuffolk.co.uk) and a Facebook page.

## *h) Vehicle Charging Point at VH*

The vehicle charging point is installed and awaiting commissioning before it becomes fully operational. The VH will decide on the charging structure with the provider. Note it has not cost anything as a result of a grant application by the PC.

## *i) Climate Initiative (Cllr Mercer)*

There is nothing to report as yet but to re-iterate the hope to acquire or borrow an infrared camera which will enable householders to see exactly where the heat from their homes is being lost. To also research how we can obtain an overall village electricity consumption figure with the aim to decrease the usage year by year. **Action:** Cllr Mercer and the Clerk to make serious enquiries into both projects

## *j) Wild East (Chair)*

The project is trying to tie in with the village itself by looking at GG as a whole entity alongside GG Farms. The Churchyard is just one of the green spaces with its hedges, wildflowers, grasses etc. Holding back water is a key benefit for everyone and we are looking at how more water butts in the village can help save water. There's been a 13-year re-wilding project going on in the field adjacent to Butchers Field which is proving to be very successful in terms of renewing biodiversity. The church is registered as an Eco-Church acquiring a bronze award. Would the church be happy to be part of a wider community approach? **Action:** Chair to email Rachel, the vicar, in this regard

## *k) Grit Bins (Cllr Mercer)*

The new grit bin is awaiting siting once the verge has been cut which is imminent. This will be at the bottom of New Road and Workhouse Lane. The other 2 grit bins, at the Timberyard and Chapel Lane, have

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already been refilled by the Council. No volunteers put their names forward to be part of the winter gritting process if and when required, although we do know that some parishioners do carry out the task. Their names are required in order to be insured under the Council's insurance policy.

**Action:** *Cllr Mercer to obtain volunteers name and inform clerk for insurance purposes.*

*Cllr Benson to liaise with Charlie re the siting of the new bin at Workhouse Lane as it will fit in his van.*

*l) Low Carbon and the Solar Funds (Chair and Cllr Mercer)*

We are awaiting more information from Low Carbon as to the legal aspect of the incorporating of the Community Benefit into a legally binding document. Lots of promises were made as to the landscaping agreements which we hope will be included in the final formal design plan once the project is handed over to whoever is going to build and run the solar farm.

**Action:** *Cllr Mercer to draft a suitable letter to Low Carbon re the above and send to the clerk*

Solar Funds – the Chair confirmed we have not had any recent requests for grants from the solar funds which will stand at approximately £17K when the most recent payment is received in the bank. A suitable advert needs to be placed on the notice board, website and email information list about the help available for small projects.

**Action:** *Clerk to draft a suitable advert re Solar Fund grants*

*m) Queens Platinum Jubilee 2022(Cllr Debenham)*

A spreadsheet was shared with everyone giving provisional details of ideas to date. The working party are meeting again in January. Lots of ideas have been discussed and a draft timeline produced of what will happen where and when over the long weekend. Anyone wishing to join the working party is welcome. It was agreed to set aside £2K from Solar Funds for the Jubilee costs.

**Action:** *Clerk to complete the request for an oak through the Treebilee initiative which will be sited in the churchyard as part of the Jubilee year celebrations*

## 12. Correspondence for noting:

Clerk completed a Digital needs survey on behalf of the PC to cover future IT needs.

Various surveys sent out in the past months covering the Draft Sustainable Construction Supplementary Planning Document, Draft Affordable Housing Supplementary Planning Document and Draft Cycling and Walking Strategy which Councillors were asked to respond direct to.

The Police and Crime Commissioner survey on his draft plan closed on 22/11 from Tim Passmore.

East Suffolk Council proposes some changes to its Local Council Tax Reduction Scheme (LCTRS) that would take effect from 1 April 2022 and sought our thoughts as a key local stakeholder and/or a representative of local community groups.

**Pursuant to the Public Bodies Admission to Meetings Act (1960) the meeting was closed to:**

## 13. Update from the Chair re Personnel meeting on 30 Nov 2021

The Chair updated everyone on the meeting that took place last week as this affects the draft budget. The Clerk moves up one SCP point as is the acceptable 'norm' for these matters provided that everything is satisfactory, which it is.

## 14. Date of next meeting

This is deferred to *Tuesday 1<sup>st</sup> March* at 6.30pm due to the Clerk's holiday in Jan / Feb 2022.

The meeting closed at 9.00 pm

*Additional reports follow.....*

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## Great Glemham PC Speedwatch, Quiet Lanes, Footpaths and Entrance Gates Update 05/12/21 Karen Debenham

### Speedwatch – SIDs – item 11a on minutes

- The SID near the Church that was installed facing the wrong way was corrected, but when the contractors removed the SID they took the extension post too. KD raised this with SCC and it was returned but is now facing the wrong way again. It's been reported yet again.
- Suggest before next meeting we review costs to purchase our own signs again and look to do this before the summer if everyone approves. It was agreed to look at this again in March 2022.

### Community Partnerships report re item 11d

The chat bench has been sited on the corner of the Flagship Housing estate, as agreed, but there has been a request to re-site this from the residents of two properties saying they are overlooked, with impact on the security of their properties. It is also reported the bench is attracting children who tend to congregate beneath the nearby street light. A site meeting took place in November (between JGC and the householder affected in para 1). Since then, Cllr Debenham has met with the landlady of The Crown Inn and their ensuing proposal is for the bench to be moved to the narrow grass strip directly outside The Crown Inn. The council needs to determine whether the current location is suitable or whether the bench should be moved, bearing in mind the following:

- The purpose of the bench is to promote contact between people who are lonely and, with suitable publicity and signage, it is hoped that people will be drawn to it for that reason
- It is funded entirely from East Suffolk Council Community Partnership funds with publicity required to encourage take-up at other suitable sites across the district
- The original preferred site was the corner of Low Road and Chapel Lane but was deemed unsuitable because of safety concerns and adverse reaction from a landowner who claims ownership of the site
- GGPC considered alternative sites and landed on the Flagship plot because there is no bench in that part of the village (benches are currently sited at the village hall, Butcher's Field and All Saints Church plus 'Ruby's Bench' across the meadow from the church)
- Prior to agreeing the current location, residents of Chapel Lane commented that the area is regularly used by walkers who would also benefit from somewhere to rest during their walks
- When siting the bench, care was taken not to overlook any property directly but it has to be acknowledged that a 2 metre bench will always have a wide angle of view, wherever it is sited so its broad view is of the two properties concerned
- The new proposal (Crown Inn) could be seen as part of the pub's curtilage and will, presumably, attract pub customers to use it which may dissuade lonely people from using it
- It is also close to the bench at the entrance to the village hall which was discussed when deciding not to continue with the initial location on the corner
- There has been positive feedback from residents of Chapel Lane, particularly those with children
- Undoubtedly, residents who have appreciated the current location would be disappointed to see its removal

GGPC was clear, throughout the process, that this is a positive initiative for the village and one which is important as the community emerges from the pandemic. The council may wish to consider the impact of removal and relocation and the signal this sends to those residents who are pleased with (a) the presence of the bench and (b) its location in that part of the village. The council also has to respect the views of the two property owners who have complained about the intrusion from the bench.

At the November site meeting, relocation away from Chapel Lane was requested but a re-location on the same grassed area discussed. That has not been forthcoming.

In short, we have to decide how to handle this with the following options available (in no particular order):

1. Do nothing
2. Move the bench to The Crown Inn
3. Hold a village vote on the location
4. Seek proposals for another location on the same grassed area
5. Ask ESC to locate the bench in another village