

GREAT GLEMHAM PARISH COUNCIL

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

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

DRAFT MINUTES OF THE 242nd MEETING OF THE PARISH COUNCIL **Held in the Village Hall on Tuesday 1 March 2022 at 6.40 pm**

Present: Cllrs Beaumont (JB), Benson (EB), Cross (JC), Debenham (KD), French (SF), Gathorne-Hardy (AGH), Lissaman (ML) and Mercer (JM) and the Clerk.

Also in attendance: 1 member of the public and no persons remotely.

1. Welcome

The Vice- Chair welcomed everyone to the meeting and apologised for the late start.

2. Apologies of absence

Apologies were received and approved from Cllr Wright. County Cllr Burroughes (SB) and District Cllr Cook (MC) 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 7 December were unanimously approved and signed by the Vice-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.
- Report from District Councillor Maurice Cook – previously circulated and on our website.

The Chair took over the meeting and apologised for his late arrival.

- Report on behalf of Great Glemham Farms (GGF) – the Chair confirmed little to report apart for tree damage due to the recent storms which has been dealt with. The general stewardship as detailed at the last meeting is ongoing and the move to more sustainability of the land.

- Report on behalf of GG Renewable Solar Farm – the Chair confirmed nothing to report

- To receive any additional reports –

Jill Pascoe (JP) presented her report on All Saints Church Gt Glemham as previously circulated and

included at the end of these minutes. The financial aspect highlighted was detailed with great concern.

John Mercer (JM) gave an update on the The Non-Ecclesiastical Charity as summarised:

The workhouse cottages were sold by the village many years ago, the income from which was invested.

There are 350 shares which produce an income of less than £250 p.a. JM took over the charity from his predecessor but unfortunately the transfer is not complete due to very unfortunate circumstances. The

last grant given out by the Charity was several years ago. He explained it demands a lot of work for a

very small return in terms of income. A detailed discussion ensued. There is also a Church School

Charity that JP is a Trustee of. It was suggested it might be worthwhile combining these 2 small

charities and redrafting the constitution as a result, which due to both low levels of income, should not

be a problem.

Action: JM and JP to arrange a meeting of both Charities to discuss further

7. Public Forum

Members of the public – no questions from the member of the public present.

Members of the public not present – the Clerk had received several comments in regard to the Chat Bench,

financial support for school bus services, permanent speed indicator devices and more play equipment on

Butchers Field. The latter was discussed in more detail. It is a) private land and b) designed to be a natural

play area and remain primarily a green Open Space. There was a Friends of Butchers Field when the area

was first established which is now defunct. The parishioner concerned may wish to resurrect that. There

may be new play facilities available that are in keeping with the ethos of the field. It was proposed we ask

GREAT GLEMHAM PARISH COUNCIL

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

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

the public at the May AGM / APM what they think about more play equipment on the field.

Action: Clerk to ensure this is on the May agenda and respond to parishioner

8. Statutory Business -

a) To consider whether we wish to have a Community Governance Review (CGR). The Clerk explained a CGR provides councils with an opportunity to review and make changes to community governance arrangements. A CGR can consider the following:

- Creating, merging, altering or abolishing parishes
- The naming of parishes and the style of new parishes
- The electoral arrangements of parishes such as number of Councillors and parish warding
- The grouping of parishes under a common parish council or the de-grouping of parishes

The Council voted to request a CGR to reduce the number of Councillors from 12 to 9.

Action: Clerk to request via East Suffolk Council (ESC) asap

b) Parish Council vacancies – as noted above, 3 current vacancies. A CGR request will reduce these in due course.

c) To consider any response to the Local Validation List as detailed by East Suffolk Council re planning procedures. The questions were reviewed. No changes were thought appropriate apart from Q4 relating to additional documents when planning applications are submitted. An agreed response to be submitted by the Clerk to ask that green issues are prioritised and a traffic light system applied to applications to save a lot of time trawling through what can be reams of documents.

d) The following documents were approved and signed where appropriate all for y/e 31/3/22: Register of Assets; Statement of Internal Control; CIL report.

e) Website audit – the clerk outlined the cost of CAS undertaking a basic audit and fix of our website to ensure compliance with the accessibility regulations. Cost of £108 including VAT was approved.

f) Change of auditor: It was agreed to appoint Heelis & Lodge in Campsea Ashe to be the internal auditor. Price list states £90 for income between £5K - £15K. SALC's charges are substantially more at £161.

g) The Clerk advised SALC membership will remain unchanged for 22/23 but will be reviewed for 23/24.

h) The Clerk handed in her notice with immediate effect. A f.o.c. advert has been drafted and will be placed with SALC. She will remain in post until 31/3 or until a suitable replacement can be found.

i) The Clerk confirmed a new Code of Conduct is due for imminent approval by Suffolk. SALC suggest this is adopted at the May AGM.

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 householder had to 31/1/22 to complete the restoration. No remedial action has yet been taken.

Action: Clerk to inform Enforcement

ENF/21/0454/DEV: Timberyard Farmhouse, Church Road- The planning officer has visited and the case is now officially closed.

10. Finance

a) The schedule of payments for current and b) payments made since the last meeting as circulated, was approved and signed by Councillors Mercer and Debenham, and included at the end of these minutes. Note back pay at 1.75% was included as this cannot be accrued into 22/23's accounts.

c) The £5724.38 payment from GG Renewables Ltd re Solar funds was received after the last meeting.

d) The Bank Reconciliation for the period ending 28/2/22 was approved and signed by Cllr Debenham.

e) The Clerk confirmed grateful thanks had been received from all recipients of our charitable donations as detailed in December's minutes.

f) The Clerk has received the following requests for grants from the GG Solar Funds; - financial help with the cost of school buses to Framlingham and a possible memorial to the late honorary clerk. The school bus cost was discussed and a representation is to be made to our County Councillor in this regard.

GREAT GLEMHAM PARISH COUNCIL

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

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

Action: Cllr Cross to send previous correspondence on this to the Clerk. She is to contact SB to appeal the decision to exclude Framlingham from the free bus catchment area

A suitable memorial commemorating the late Nick Redman was discussed, payable from Solar Funds.

Action: Chair to discuss with Nicola Redman

Note the Chair still has the cheque book.

11. To consider and approve, where appropriate, matters relating to the community of Great Glemham:

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

Full report already circulated to all from Cllr Debenham. Summarised as follows:

Speedwatch – More SID allocations since December. The SID extender near the church was removed in error but now rectified. Two signs were installed the wrong way round again. The trees and overgrowth on the sign opposite the village hall has now been cut back by the homeowner. Up to date costs to purchase our own SID have now been requested.

Action: Cllr Debenham to get updated SID cost with solar panel for May meeting for approval /purchase

Village signage on Highways verges: This faded 30mph sign was reported again with the standard response that it was not deemed urgent. **Action:** Clerk to ask SB if this is an adequate response to faded speed signs

It was agreed to wash and / or clear undergrowth from signage in the following areas:

North end of Chapel Lane - **Action:** KD to do

South end of Chapel Lane at Crown Corner - **Action:** SF to do

Low Rd by Street farm and Reed House - **Action:** JM to do

30mph signs entering from Airfield before Church - **Action:** JC to do

New Rd and Junction with The Grove and Low Rd (near Stone House) - **Action:** ML to do

Workhouse Lane - **Action:** JC to do

Cllr Beaumont reported the road entrance to the Timberyard is very eroded.

Action: Chair to investigate before JB takes up with Highways

The footpath outside Church Cottages is still an issue as reported at the December meeting.

The ditch outside the Church, which has caused large potholes that are difficult to avoid, is still o/s.

Action: Chair to investigate the above two issues and report back

b) Sizewell C and Scottish Renewables Update (Cllr Cross)

A decision on Sizewell will be made by Government by the end of May. JM and SF attended a recent meeting with a government minister at Snape, various reports from which have been previously circulated. As a small PC, all we can do is carry on trying to get mitigation where possible on the matters raised by us. The cumulative effect of both energy projects has not been taken into account.

Action: Clerk to query with SB if there has been any update on the cumulative effect on the A12 and the limited water resources

c) Butchers Field (Cllr Benson)

An agreed schedule of work has been diarised to get the field ready for the Queens Jubilee event. Note volunteers are required to help EB prepare everything.

The pigeon post deterrent is still o/s. **Action:** Clerk to resend info to Chair and EB for consideration

d) Plastic Champions (Cllr Cross)

Everyone has been updated via the Greenprint forum newsletters, previously circulated. We are still awaiting suitable collection receptacles for light bulbs, tetra paks etc to be placed outside the VH. We may have to purchase these from Solar Funds if necessary. Note a budget of £150 was agreed in December for this purchase.

e) Community Partnerships and chat bench in particular

The Clerk had received several responses re the siting of the Chat Bench. After discussion it was agreed that JC, ML and KD would meet to agree a suitable alternative siting on the same area of green and that it would not be moved to another part of the village. A budget of £100 was approved for the re-siting work.

Action: The 3 Councillors to agree a time and date to meet and conclude this matter

GREAT GLEMHAM PARISH COUNCIL

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

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

f) Community Fridge

JC outlined the project, sponsored by the Co-Op, but since closed to new applications, built around foodbanks and identifying needs as a community. A secure venue would be required such as the VH, but nothing agreed as yet to move this forward.

g) Footpaths (Cllr Debenham)

All current issues reported to the relevant authorities. Nothing further to report.

h) Quiet Lanes (Cllr Debenham)

The sign from Sweffling to GG along the Grove was installed back to front but rectified by KD. A campaign to promote the benefits of Quiet Lanes will be run in the Spring.

i) Vehicle Charging Point at VH

SF is the VH contact for the installation company and dealing with all related matters. Quarterly Statements will be received detailing the derived income.

J and k) Climate Initiative, and Wild East (Cllr Mercer and Chair)

There is a need to educate homeowners about how they can conserve energy as well as our natural resources. An integrated approach to water conservation is required. Being in the driest are of the UK, it is predicted we will run out of water unless we take immediate action. GG Farms are looking at how water passes through the farm, to slow it down to help preserve the green fields all year round. The Chair would like us to be involved as a trial village in the 'Reclaim The Rain' initiative, previously circulated. We need to identify all water in GG such as wells, ponds, water butts etc.

Action: Clerk and Chair to draw up the Expression of Interest response asap and submit asap

JM and the Clerk are expediting the possibility of infra-red scanners as detailed in the December minutes.

Action: Cllr Mercer and the Clerk to continue to make enquiries as previously minuted

l) Grit Bins (Cllr Mercer)

The new grit bin is in situ and awaiting filling. Note post meeting it was filled 1 March.

Action: JM to finalise the list of names for insurance purposes and to include all the Parish Councillors as Volunteers and update the Clerk for insurance purposes

m) Low Carbon Solar Farm

No further communication has been received. There may be a delay until 2023. We still require confirmation that all our mitigation requests are included in the landscape design statement.

Action: Clerk to enquire with Nick Newton, ESC landscape officer, if our mitigation requirements have been documented

n) Queens Platinum Jubilee 2022(Cllr Debenham)

KD provided everyone with an up-to-date report, costings and draft flyer. It was agreed to underwrite it from Solar Funds, costs to date approximately £1350, £2K requested in total. Several actions were agreed with Councillors volunteering to take on various tasks to ensure the weekend is trouble free. A lot of work has gone into the planning and KD and her team were thanked for their work to date.

Action: KD to confirm allocated tasks so no mix up.

Clerk will enquire with MC if any funding available from his new Locality Budget in April

Standing order 3x was temporarily suspended to allow the meeting to come to a conclusion.

12. Correspondence for noting:

Community LED Housing virtual event 9.30 – 12 noon on 27 April of anyone interested in attending.

Mentally Healthy Communities event 16 March 2022 @ The Riverside Centre, Stratford St Andrew if we wish to have a stall.

Community Asset online meeting that Clerk is attending on 8/3 to identify local assets.

The Local Councillor e-shot newsletter was sent to all for information.

GREAT GLEMHAM PARISH COUNCIL

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

c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

LED streetlight upgrades are being carried out end February into March.

13. Date of next meeting

The date of the next meeting is Tuesday 11 May 2022, exact time t.b.c. Note this will be the combined APM and AGM.

The meeting closed at 9.25 pm

Great Glemham Parish Council - Schedule of Payments - Date 1 March 2022

Payee	Amount	Reason	Method of payment
Mrs Caroline Emeny	£374.01	Clerk's Wages February	BACS
Mrs Caroline Emeny	£9.00	Clerk's Expenses February	BACS
Mrs Caroline Emeny	£9.00	Clerk's Expenses for December	BACS 4/1/22
Mrs Caroline Emeny	£252.35	Clerk's Wages December 17 ½ hrs	BACS 4/1/22
Mrs Caroline Emeny	£263.17	Clerk's Wages January 14 ¼ and 4 holiday pay hours	BACS 9/2/22
Mrs Caroline Emeny	£9.00	Clerk's Expenses for January	BACS 9/2/22
M Runnacles	£150.00	Essential p/field maintenance	BACS 14/12/21
Suffolk Flora Preservation	£25.00	Approved Charitable donation	BACS 14/12/21
C A T S	£25.00	Approved Charitable donation	BACS 14/12/21
St Elizabeth Hospice	£50.00	Approved Charitable donation	BACS 14/12/21
East Anglian Air Ambulance	£50.00	Approved Charitable donation	BACS 14/12/21
Disability Advice	£50.00	Approved Charitable donation	BACS 14/12/21
Citizens Advice	£50.00	Approved Charitable donation	BACS 14/12/21
Great Glemham PCC	£200.00	Approved Charitable donation	BACS 14/12/21
GG Village Hall	£250.00	Approved Charitable donation	BACS 14/12/21

Additional reports follow.....

ALL SAINTS' CHURCH GREAT GLEMHAM – REPORT FOR PARISH COUNCIL MEETING 1/3/22

Our first piece of news is of course that Revd Rachel will be leaving the benefice on 11 March. Her last service is on 6 March at Farnham at 10am. Rachel has decided upon a move to minister to 3 parishes just north of Brighton. We will miss her greatly as she has brought so much to the Benefice in her 4 and a half years with us. The process of choosing the next Rector is underway – but firstly all the churches in the benefice have to agree to the commitment of paying the full Benefice Parish Share of £66,108 in 2022 and onwards (Gt Glemham's being £7,909). If we cannot commit to this we will not be entitled to a full-time priest.

The PCC have asked the Architect to produce a new, reduced, Job Specification for the drainage works in the hope that the £24,400 raised will be enough to at least complete the underground drainage works. The tender has come back as £43,846.95 plus VAT of £8,769.39 giving a total of £52,616.34. There has been a considerable increase in cost over the last 12 months. I sometimes feel we are swimming against an incoming tide! But we will persist. I have recently sent off two more grant requests to Congregational and General which will be considered on 3 March and National Churches Trust (Gateway Grants) which will be considered in July 2022. All prayers appreciated.

The PCC have been asked by the GG Jubilee Committee to consider planting an oak tree in the churchyard in line with the Sweet Chestnut tree that was planted at the time of the Queen's Coronation just outside the churchyard wall. The space has been marked and a Faculty will be sort from the Archdeacon. I do not foresee any problems with this – but we will see.

And lastly, I must once again, on behalf of the PCC thank the Parish Councillors for their support for the drainage project with their recent donation.

I and two others in the Benefice have recently been re-commissioned as Lay Elders. This will mean that I will be able to take the 9.30am Morning Worship service on the second Sunday in the month which would have had to be dropped whilst we are without a Rector. This is a new leap-forward for me, but I am looking forward to be able to help keep this service for our village.

Jill Pascoe - Churchwarden