

GREAT GLEMHAM PARISH COUNCIL

Minutes of the Annual Meeting held 11 May 2022

Present: Councillors Jenny Beaumont, Ed Benson, John Cross, Sasha French, Argus Gathorne-Hardy, Mark Lissaman, John Mercer and Lindsay Wright

Apologies: Councillor Karen Debenham

In attendance: Five members of the public, Councillor Stephen Burroughs(SCC), Debbi Tayler, clerk

1 Election of chair

Councillor Gathorne-Hardy was unanimously voted as chair for the next twelve months and signed the Declaration of Acceptance of Office.

2 Apologies

Apologies were received and approved from Cllr Debenham.

3 Declarations of Interest

There were no declarations of interest.

4 Council appointments

The following appointments were agreed:

Vice Chair – John Cross

RFO – the clerk

Personnel Committee – Chair, Mark Lissaman and Ed Benson

Bank signatories – chair, Sasha French, John Cross

Internet banking authorisation – John Cross

Butcher's Field – Ed Benson

Sizewell and Energy Coast projects – John Cross

Quiet Lanes, Footpaths and Highways – Karen Debenham

Reporting highways issues – Jenny Beaumont

Grit Bins – John Mercer

Tree warden – Mark Lissaman

Village Hall committee – Sasha French

It was agreed that the website should continue to be maintained in its current format but should be used more actively by the council.

Action: the clerk will liaise with Carolyn Nicholls on this matter

5 Minutes of last meeting

Councillor Mercer proposed the minutes of 1 March be approved, seconded by Councillor Beaumont. They were unanimously approved and signed.

6 Reports for Information

Annual reports had already been received and noted at the Annual Parish meeting.

7 Public Forum

Jill Wilson is responsible for the village archive. This used to be kept at the church but due to the damp issues it has been relocated to the village hall. It was agreed that this is a sensible option which should continue.

Action: the clerk to sort out the PC records and archive as appropriate and ensure there is space for the village archive

It was suggested that a notice could be posted at the entrance to the pea fields near the church to warn of the bird scarers.

The issue of the siting of the chat bench had been raised. Councillors Cross, Debenham and Lissaman are meeting on 14 May to review possible options and will report back to the council.

8 Statutory Business

The previous clerk has asked the **Community Governance Review** to consider reviewing the number of councillors on the council and to reduce the number from twelve to the current number of nine.

It was agreed that the new **Model Councillor Code of Conduct 2020** should be a separate agenda item at the next meeting. SALC have asked that the Code be adopted by all parish and town councils.

Action: agenda item September 2022

Dates of future meetings. The following dates were agreed:

Monday 19 September 2022

Monday 5 December 2022

Monday 20 March 2023

Monday 15 May 2023 – APM and Annual Meeting of the Parish Council

All council meetings to start at 6.30pm.

9 Planning

A planning application for the conversion of a double garage into an annex for guest accommodation/music room had been received for Crown House. The application was considered by Councillors Cross and Gathorne-Hardy under delegated authority and it was decided there were no objections.

The enforcement issue regarding Martha's cottage is still in progress.

There are still outstanding issues regarding landscaping for the proposed Low Carbon Investment Company. Councillor Mercer is dealing with this issue.

10 Finance

The following invoices were approved and signed:

Payee	Amount	Reason	Legal power
D Tayler	160.87	Clerk's salary April 2022	LGA 1972 s.112
HMRC	40.00	PAYE Month 1	LGA 1972 s.112
C Emeny	125.07	Clerk's final salary April 2022	LGA 1972 s.112
C Andrews	89.71	Jubilee items	LGA 1972 s.145
Dynamic Fireworks	385.00	Jubilee expenditure	LGA 1972 s.145
Payments made by delegated authority			
ICO	35.00	Annual subscription	LGA 1972 s.111
C Emeny	403.43	Clerk's salary March 2022	LGA 1972 s.112
C Emeny	9.00	Clerk's expenses March 2022	LGA 1972 s.112
CAS	108.00	Website accessibility audit	LGA 1972 s.111
SALC	144.55	Annual subscription	LGA 1972 s.111

Monies received were as follows:

26.4.22	Community Infrastructure Levy	3139.67
29.4.22	Precept	6345.00
4.5.22	Locality budget (Jubilee)	675.00

Councillor Debenham had checked and signed the bank reconciliation for 31 March 2022 when the balance of funds was £26183.00, this amount will be carried forward to the accounts for 2022/23.

It was agreed that SALC act as the internal auditor for the council for 2021/22.

No grant applications had been received for the Solar Fund.

2022/3

Signed.....Date.....

Action: clerk to devise a poster for the council noticeboard asking for applications for September and giving examples of previous grants.

Councillor Benson to send the clerk the invoice for pigeon deterrents for Butchers Field.

It was suggested the council may be able to pay for a dishwasher for the village hall

Action: clerk to investigate

Certificate of Exemption 2021/22. The council approved the signing of the Certificate of Exemption as the criteria were met.

Annual Governance Statement 2021/22. The council approved each part of the Annual Governance Statement which was signed.

Accounting Statement 2021/22. The clerk had sent the statement to councillors in advance of the meeting and provided a breakdown of the figures. The statement was unanimously approved and signed.

Action: the clerk will now complete the internal audit for SALC.

11 Community issues

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

Full report already circulated to all from Cllr Debenham. The replacement of faded road signs is with Councillor Burroughs (SCC) and Highways. Councillors are continuing to clean road signs. Councillor Debenham is awaiting further information regarding Speed Indicator Devices.

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

The Scottish Renewables project has been approved and is proceeding. The Sizewell C project decision by the Secretary of State has been delayed until no later than 8 July due to further information provided.

c) Butchers Field (Cllr Benson)

Nothing to report. Councillor Benson will send the invoices for pigeon deterrents to the clerk.

d) Plastic Champions (Cllr Cross)

Councillor Cross has spoken to a manager at FCC Environment re the collectors and was advised by Councillor Burroughs to speak to James Mallinder (ESC). He will now wait until the next round of recycling funding in June 2023 to pursue the issue of receptacles for batteries, tetrapaks, lightbulbs etc.

e) Community Partnerships and chat bench in particular

Councillors Cross, Debenham and Lissaman to meet on 14 May to consider options regarding moving the chat bench.

g) Footpaths (Cllr Debenham)

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

h) Quiet Lanes (Cllr Debenham)

There is now a Quiet Lanes section on the website. An article will be published in the Ebb and Flow after the Jubilee.

i) Vehicle Charging Point at VH

The vehicle charging point is not currently working probably due to broadband connection and mobile phone signal issues. Councillor French is dealing with this in conjunction with Fram Broadband.

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

Councillor Mercer said an infrared imaging camera may be available from ESC but the work will need doing in the winter. Councillor Cross had attended a seminar about infill insulation in timber framed properties. This may be useful for the Village Info email.

Councillor Gathorne-Hardy reported that Great Glemham is too small an issue for the Reclaim the Rain project.

l) Grit Bins (Cllr Mercer)

Grit bins are full.

m) Low Carbon Solar Farm

There are still some landscaping issues regarding this which the chair is dealing with.

n) Queens Platinum Jubilee 2022 (Cllr Debenham)

Councillor Debenham's update and costings were circulated prior to the meeting. The chair thanked everyone involved in the planning.

Meeting closed 21.35.