

GREAT GLEMHAM PARISH COUNCIL

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DRAFT MINUTES OF THE 234th MEETING OF THE PARISH COUNCIL Held by Video Conferencing on Wednesday 9 September 2020 at 7.00 pm

Present: Cllrs Benson, Cross, Debenham, French, Lissaman, and Mercer. Cllr French arrived late due to other business. Also in attendance: District Cllr Cook for some of the meeting and 1 member of the public.

Note some agenda items were moved forward in order to meet people's needs to attend further remote meetings the same night but the minutes will be presented in the agenda order for the sake of uniformity.

1. **Welcome**

The Vice-Chair welcomed everyone to the 234th 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 Gathorne-Hardy, Beaumont and Runnacles. County Cllr Burroughes also sent in his apologies due to limited internet capacity which was being imminently addressed.

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**

Note there are now 3 vacancies on the Parish Council. It was agreed these should be advertised on the website, notice board and the Village Information List via Lenni. It was noted that Lenni is leaving the village but is hopeful that the persons buying her home may be interested or persuaded to take over the Village Information List as one of them is very experienced in IT. **Action:** Clerk to arrange the vacancies advertising

5. **Minutes of last meeting**

The minutes of the meeting of 20 May 2020 were unanimously approved for signing remotely by the Vice-Chair and scanning back to the clerk.

6. **Matters arising from those minutes**

There were 3 matters arising not elsewhere on the agenda all from agenda item 7 of 20 May 2020: - Protected verges information provided to the Chair who is very keen on this initiative and reports there is no action to be taken at the moment due to the time of year.

GGF and home growing of food report – not been received as yet by the clerk despite expediting.

Triangular piece of land on the corner of Chapel Lane – we have established it is owned by Highways – do we wish to look into listing this as an Asset of Community Value? Unanimous approval from all present.

Action: Clerk to begin the Asset of Community Value listing process

7. **Public Forum**

Reports received for information as follows:

District Cllr Cook's report had been issued prior to the meeting and is available as a separate 1-page report. He highlighted the growing concerns of increased numbers of Covid-19 occurring in our local communities. He raised concerns that some Parish Councils had not held any meetings at all since very early in the year and were therefore falling foul of the 6-month period meaning that in effect all of their Parish Councillors would have to stand for re-election. He confirmed that East Suffolk District Council had distributed over £65M to businesses and felt they have done as much as they could have in the circumstances.

He touched on the Solar Together relaunch as mentioned in his report which has large discounts available to anyone interested in having solar panels installed.

There was a full council meeting to discuss the Sizewell C project: East Suffolk DC will continue to push for the very best possible outcome to get the best deal possible. The next decision is postponed until January 2021 while the two wind farms projects are dealt with. Cllr Cross commented on the combined energy projects which is minuted under agenda item 10.

County Cllr Burroughes' report had been issued prior to the meeting and is available as a separate 4-page

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report. His internet is being upgraded to enable him to attend virtual meetings in future without problems. The Vice Chair highlighted the free cycling sessions aspect of the report, further information of which is available from suffolk.gov.uk/cyclingandwalking

Action: Clerk to ask Lenni to advertise the free cycling sessions via the Village Information List

There was nothing to report from GGF Farms.

There was nothing to report on the Solar Farm.

Village Hall report - We have been quite busy over the last few weeks! We are in the process of organising everything so we can reopen, hopefully, end of September. We have professional cleaners coming in once a week to ensure we are meeting Covid-19 standards. There is both a new bookings secretary and treasurer. We have been awarded a Covid-19 grant of £10K from East Suffolk District Council similar to other village halls, filtered down from the Government initiative. It will cover the cost of additional cleaning and resources needed to reopen. We were all set to reopen on 18 September but this may have to be put on hold with the latest Government announcement. It will be a real shame if we can't reopen as we have a few bookings. We have also welcomed Cllr French onto the committee as a Parish Council representative.

Biogen Composting Plant report - There should have been a liaison group meeting last June but, obviously, circumstances ruled it out. I'm not aware of any issues, so on this occasion there's nothing to report - I've received no complaints about odour or noise. So far as I can tell operations at the plant continued unabated throughout the period and I'm not aware of the recent devastating fire at the nearby Hatcher Components factory having any significant impact upon the plant.

- Members of the public present – there were no members of the public present to raise any questions
 - Members of the public questions received from those not present – Cllr French has received the following complaint (i) A resident complained that the pavement /footpath outside his house next to the church is damaged and crumbling. **Action:** This will be reported by Cllr Beaumont on her return from holiday (ii) The same resident still wants a local bus service to be a priority – Cllr Cross responded that local bus services were one of the key issues identified by every village at the Community Partnership (CP) events which resulted in East Suffolk District Council (ESDC) removing it from the remit of the CP as it is such a major concern. There are 2 strands to it; (a) an event based service similar to the CATS service (Community Transport scheme) and (b) the community wide aspect. It is high on ESDC's agenda and a report should be available by the end of the year. This prompted various questions which Cllr Cross answered including the availability of school bus transport for villagers to use, the local contract provision for those school buses and the planned routes they take travelling to many villages in order to fill the buses en-route with school children, and finally that economic viability is one of the key factors. The last bus service through GG was approximately 20 years ago. (iii) The light on the corner opposite the pub seems to be permanently on – Cllr Cross reported this is the streetlight that is never billed to anyone in the village. Highways do not recognise it as an asset and it is not up to current standards. **Action:** Clerk to find the file about this, to revert to Cllr Cross with information
- Concern raised by a few people in the village about the 'bridge' near Church View cottage which is quite dangerous- could something be done to make it safer before winter? Cllr Debenham reported this in May on the Suffolk Highways Reporting Tool. Cllr Debenham reported there are a lot of o/s issues no longer showing on the report site and is concerned they have dropped off the list. The Clerk replied that in her experience they are 'behind the scenes' i.e. not necessarily visible to us but are still in the background.
- There was a detailed complaint from a parishioner to the Chair about GG Farms gas guns again, a pungent bonfire left smouldering /smoking for a few nights at Street Farm following daytime works and his concern about slug pellets being used near the footpaths on GGF land. He felt his concerns were glossed over in the report. He also disagreed with the dog poo policy of 'flick it' as opposed to a static dog waste bin. Lastly, he amongst others he said, disapproved of the new notice board which he felt had less space, 2 locked sections and a waste of resources. The Clerk responded to him in detail regarding the notice board stating the reasons it was purchased and about the availability of the key for the locked sections.
- It was unanimously agreed to invite the particular parishioner involved to join the PC where his input would

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be valued due to his insight within the village. **Action:** Clerk to send him a request

8. To consider matters relating to planning for Great Glemham

a) The following application was discussed: DC/20/3371/FUL – construction of single storey porch extension and 2-storey rear extension @ Hamilton House, Low Road. The PC voted unanimously to approve the application which they felt would improve the aesthetic value of the house.

b) The following applications were approved under delegated powers since the last meeting:

DC/20/2286/TCA – felling of 1 x fir tree @ Crown House, Low Rd

DC/20/2591/LBC and DC/20/2590/FUL – listed building consent followed by full planning permission to return building to a single dwelling, internal & external works and rear extension @ The Timberyard, Church Road.

DC/20/2727/FUL – installation of 20kW ground mounted solar PV @ Stable End, The Timberyard.

c) No planning determinations have been received from ESDC.

d) Any other planning matters for information including the Government white paper; it was agreed that the PC will submit a Statement of Intent stating (i) GGPC supports the conversion of redundant agricultural and commercial buildings into residential properties in the village to help preserve their character and to thereby provide additional homes (ii) GGPC is supportive of additional local affordable housing for our younger people and (iii) GGPC is supportive of appropriate infill and small-scale development within the village. It does not support large scale development. All 3 statements were approved unanimously.

Action: Clerk to complete the comments online asap as various deadlines

9. Suffolk Highways, Speeding and Road Related Issues

Cllr Beaumont had nothing to report, Cllr Debenham issued a report previously circulated and reviewed some of the points as follows: -

Speed Cameras - Cllr Mercer commented that most drivers go through the village at over 30mph.

Application for Speed Indicator Devices submitted 5/5/20, expedited several times to no avail. Latest response was 7/9 when we were advised there is a backlog of applications.

Entrance Gates –GGF have no authority to install the gates and suggest we apply as a PC for a planning application to put a pair of gates up on GGF land -free to apply by PC- and the Highways will be notified as part of the application. Technically the Chair thinks GGF own all the land including that under the road and SCC just have right of access.

Kiwi fencing confirmed they have access to 2 Council approved contractors who can carry out the work. This may push the price up having to use a 3rd party. **Action:** Cllr Debenham to pursue with Kiwi

Road signs - The faded 30mph sign on entrance to village from Parham has been replaced. Various signs around the village have been cleaned and trimmed around to ensure they are more visible to drivers.

The faded sign on approach to Church have been raised on Highways reporting tool.

10. Sizewell C Update and Scottish Renewables Projects

Cllr Cross confirmed the PC have to resolve to make a written submission in regard to the above 2 projects at this meeting. Cllr Cross said GGPC has always appropriate mitigations regarding the landscape and the need to minimise the conflict with rush hour, school runs, night freight movements etc. It is comforting how many parishes in East Suffolk have come together to air their views as a collective voice.

Each project was discussed individually as follows: -

Scottish Renewables Projects (SRP): - Nationally there is a major research project underway about getting offshore wind power into the National Grid more economically and consistently. The background is there are 8 more offshore projects being discussed once the infrastructure is in place for East Anglia One and Two. We are going to make a written submission about the SRP projects.

We see this as being 3 main issues:-

1) The sheer physicality of it, the size of the structures, what it is and where it is will greatly diminish the character of the area for everyone in East Suffolk.

2) We cannot just look at one project on its own, it is the intermingling of both Sizewell with Friston and the 8 other proposed offshore wind-related projects. Looking at each project in isolation creates too

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narrow a view. We would like the Planning Inspectorate to consider **all** the projects together as a cohesive view taking into account their cumulative impact. We would like all pipeline projects to be viewed as one to ensure all landscape concerns are mitigated.

- 3) Transport – it will be more difficult to get to the coast and will therefore reduce the value of that amenity because of the intrusion. All the focus has been on the inadequacy of the A12 to date. Now the A1094 to Aldeburgh has been introduced and our understanding that the application for SPR is based on out of date transport information. The general feeling is that there is infrastructure overload with these massive projects overlapping in terms of road, rail, impacts on services as well as their own construction sites

Sizewell: - District Cllr Cook confirmed that ESC is pushing harder for Sizewell to give more ground on their proposals. ESC have a meeting 21/9 to agree their final representation which has to be received by 30/9. Cllr Cross summarised as follows: - This is the project of a lifetime for this part of the world, about £20Billion in value, we need to speak in detail about the elements of the proposal and to use the template provided to be really clear about what it means to us as a village. It will have a massive impact for all of us because of the sheer scale of lorries, rail traffic and cars for the best part of 10 years. Comments put forward by Councillors were varied and included the following: EDF are not engaged about rat runs and the only fundamental change to date is the removal of the Middleton Moor proposed route. The Wickham Market stretch near the A12 / B1077 is of major concern. Stratford and Farnham will be by-passed and a relief road built south of Yoxford. Councillors felt, amongst other points, that Sizewell C will be outdated before it's complete, if it ever gets built at all, due to the cost of the project added to which technology is moving at such a pace that nuclear energy will be a thing of the past; there will be a huge impact on tourism in the area which will affect many people. It is a white elephant and a massive environmental disaster for an area designated as one of outstanding beauty (AONB). This area of Suffolk depends heavily on tourism with the knock-on effect in our shops, cafes and pubs. Everyone reviewed the proposed submission. Cllr Cross went through the draft submission sent to everyone prior to the meeting. He will take into account the additional comments, redraft it and send to all via the clerk for their final approval before submitting it.

Action: *Submissions re SRP to be submitted once drafted by clerk (Cllr Cross to review and approve) and the redrafted submission re Sizewell to be sent to all for approval before formally submitting*

11. Butchers Field Update

Cllr Benson confirmed there is little to report. Safety inspections have turned up a missing screw which has been replaced. Aside from ongoing maintenance there are no new issues. The sandpit tarpaulin we purchased doesn't work as it sags in the middle. **Action:** *Cllrs Lissaman & Mercer will have a look together with Cllr Benson to see if they can come up with a solution*

There has been approx. £8 of fuel used to date but receipt to follow for reimbursement. The mower has a flat tyre which needs repairing. The Rospa inspection is due to be carried out sometime in September.

Action: *Clerk to investigate via SALC if any other clerks know of issues with sandpits in publicly provided play spaces*

12. Plastic Champions report

Cllr Cross attended a meeting in July and summarised the topics discussed for possible action as follows:

- Encouraging small scale litter picking
- Advising villagers that everything in the grey-lidded bins is burned for energy – could it be repaired or recycled instead?
- Growing number of repair hubs (but in abeyance due to Covid so remind next year)
- PPE – PLEASE use washable PPE NOT single use
- Circulate the need for genuinely flushable wipes – PLEASE DO NOT buy or use any other types)
- Great British September Clean – 11-27 September – awaiting areas to be covered but could include a GG litter pick
- Cllr Cross to look into where people can take their plastic bags to be recycled as SCC no longer has this

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facility. (**Action for Cllr Cross**)

- Training re 'which bin does it go into'?

13. Community Partnerships report

Cllr Cross attended a Zoom meeting 30 July where issues discussed were as follows: -

- East Suffolk-wide Community Partnership Board has taken over responsibility to researching transport options – leaves social isolation & loneliness and opportunities for young people as the target areas.
- 2019/20 budget (£10k) wasn't spent and has carried forward to 20/21 as additional funding.
- Framlingham is researching a Community e-Bus Service from the town to Wickham Market station in Campsea Ashe. Suffolk CC liaising with central government. To run along the B1116 & call at Wickham Market town centre.
- Terms of reference confirmed as 2 delegates from each town and 1 per parish council or meeting plus appropriate interested third party groups (eg CAS).
- Long discussion about how to spend money. Consensus interested groups need to pitch, some for small grants (via a Hidden Needs fund), others for larger sums. Agreed to set up two task forces, as follows:
 - Social Isolation – Cllr Stephen Burroughs, John Cross, Marion Hine (Fram TC), Cllr Carole Poulter
 - Young People – Cllr Maurice Cook, John Jones (Fram TC), Ivor French (Wickham Market), Zoe Botton (ESC)
- Task Forces met via Zoom in August; to encourage local groups to identify their priorities post-Covid.
- Impact of closure of Age UK Suffolk branch to be researched.
Next meetings Thursdays 22 October and 21st January. Important to maintain the momentum started with the start of lockdown and local support groups.

14. Isolation Group report

See the separate report available on the website as an addendum to these minutes, previously circulated to all prior to the meeting.

15. New Notice Board

All agreed they were satisfied with the new board. The spare keys were with Cllr Debenham- she will ensure 2 are replaced in the kitchen drawer of the VH on the appropriate wooden fob and keep one as spare.

Action: Cllr Debenham to move N/B keys as above

16. New Website

Cllr Lissaman confirmed he was behind in the transfer of information to the new site. The Clerk has reviewed the initial pages and provided feedback. He confirmed he needs regular 'nagging' in order to get the job complete on time - Cllr Debenham confirmed she will do this. Note the Community Action One Suffolk Invoice is due at the end of September so the transfer **must** be complete by then.

Action: Cllr Debenham to chase ML re website transfer

Action: Clerk to send ALL up to date policies to ML once the 7 documents being reviewed at this meeting are finalised. This will include the current minutes and the approved minutes from May

17. GG Community Support Group (GGCSG)

Building on the valuable work of the GGCSG we need to circulate all of the opportunities available in the village for people to participate in i.e. Tuesday Tea, Yoga etc to try and get people to come together doing things which sits alongside the work of the Isolation Group. It needs to be built up from the grass roots. If we can hold a fete next summer it will be an opportunity to involve the new village residents. The following thanks were received by Cllr Debenham from a local resident: I think the PC did a wonderful job at liaising and getting info out into the village at the start of the lockdown and kept us informed with updates and lots of help offered. Well done all. (note this is a précised version)

18. Dog Poo Strategy

A full report was circulated previously to all prior to the meeting. Cllr Debenham was surprised by the complaint about dog poo as minuted under agenda item 7 as the parishioner in question never mentioned it when having a conversation with her. Her actions to date have included 12/6 submitting a draft sign and

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footpath map to GGF for consideration and we await the outcome.

19. Footpaths

A full report was circulated previously to all prior to the meeting from Cllr Debenham. It was minuted that everyone was very sorry to see the closure of Caroline's Way as a temporary permissive footpath which had been greatly enjoyed by many over the past few months. It would be lovely to see this open again sometime in the future. Grateful thanks are extended to GGF for allowing people to walk this over the Lockdown period. Additional points to note were as follows: -

- Fallen Tree adjacent to Sovereign hill reported to GGF.
- Broken and lopsided footpath signs that were reported to SCC remain in need of attention.
- GGF have repaired all the bridges and permissive rights of way issues.

20. Quiet Lanes Suffolk

Four (4) lanes registered: Simperts Drift, Workhouse Lane, Chapel Lane & The Grove; nothing further to do until we hear about possible funding through the initiative.

21. General Governance

The following policies were reviewed for updating and subsequently approved en-masse: Complaints Procedure; Disciplinary Rules; Disciplinary Procedure; Subject Access Request (SAR); Financial Regulations; Standing Orders; Powers delegated to the Clerk; Councillor Training as previously approved is now available online for Cllr Mercer.

Action: Clerk to liaise with Cllr Mercer re training dates

22. Finance

a) The following payments were approved:

£890.53	- Caroline Emeny	Clerks remuneration
£ 22.50	- Caroline Emeny	Clerks expenses
£8 approx	- Ed Benson	Mower Fuel (once receipt to hand)

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

£ 34.88	2/7/20	- Clerks Expenses re n/board magnets and agreed PC gift
£ 185.00	2/7/20	- Cunningham Covers re sandpit covers
£1640.40	2/7/20	- Earth Anchors Ltd - new notice board

c) To note the following receipts since the last meeting: -

£1000	3/6/20	Covid Grant from East Suffolk District Council (NB some of this will be allocated to the additional clerks hours due to the increased email traffic over the pandemic)
£328.63	5/8/20	VAT refund

d) The Bank Reconciliation for the period ending 2/9/20 was approved and signed remotely by Cllr Lissaman.

e) To note the insurance renewal was received this week as part of a long-term agreement valid to Sep 2022. Cost of £257.49 is the same as last year's premium. Renewal date is 1 October. Unanimous approval received to pay this as soon as possible.

f) E-banking was up and running and working well. The Schedule of Regular Payments indicating the approx. amounts payable, when & to whom was approved for signing by all. This will facilitate online payments to be made, as an interim measure, until February 2021 when a full annual review is done.

Note the Chair still has the cheque book.

23. Clerks Report and other Correspondance received

The Clerk confirmed she had attended the SALC AGM on 30 July which was very succinct and kept to just one hour. August was a lot quieter so carried forward hours from previous busy months as can be seen on my timesheet. It is still advisable to hold meetings remotely so no change in the foreseeable future. If we do decide to hold physical meetings, we have to cater for a minimum of 30 people (as per the guidelines) and the clerk is responsible for ensuring everything is Covid safe so a lot of added responsibility. The

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website project is running a lot later than I envisaged when I had spare capacity in August to make a valuable contribution and we are now up against the clock on this.

The following correspondence was previously circulated for information: Variety of emails regarding the current Coronavirus epidemic and the support available including regular updates from SALC, CAS and the Covid-19 Collaborative Board.

17/6/20 Email re Climate Support service for Norfolk & Suffolk

June 2020 – Code of Conduct consultation survey

SALC area Forum SALC 'virtual' Area Forum Tuesday 9 June by Zoom attended by Argus

Quarterly report sent to all from Citizens Advice Bureau 13/7

Annual Report sent to all from Citizens Advice Bureau 28/8 and invitation to their online AGM on 16/9 4pm

Thanks from Simon Beaumont for the gift of a bottle of Malt Whisky. He expressed his thanks that a younger resident of the village has taken on the maintenance of Butchers Field.

24. **There were no urgent Matters to be advised.** Thanks were extended to Mr Creed for attending.

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

25. **Clerks cost of living increase**

It was unanimously approved to award the clerk the suggested NALC annual cost of living increase back dated to 1st April. Cllr Cross stated we need to bear in mind when setting the annual precept the true cost of a paid Clerk and look at increasing the precept next year as a result. GG have had the luxury of a voluntary clerk over the years.

26. **Next meetings**

Date previously agreed as follows: Wednesday 9 December at 7pm. This prompted a discussion about more regular meetings but it was agreed that September is unusual because of the extended gap between the last meeting in May, whereas it is usually a lot shorter than 4 months. This was a particularly long meeting because of agenda item 10 and the complaints listed under agenda item 7. Cllr Cross suggested everyone think about whether more regular shorter meetings are wanted and to bring their views to the December meeting to discuss.

The meeting closed at 9.35 pm