

Minutes of the 219th meeting of Great Glemham Parish Council held in the village hall on 4 March 2016

1. **Present:** Jennifer Beaumont; (after co-option) Edward Benson; John Cross; Karen Debenham; Argus Gathorne-Hardy (Chairman); Stephen Kite; Elaine Lewis; Peter Lincoln; Diane Minns; Nicholas Redman (Honorary Clerk); Mark Runnacles. **Apologies:** Duncan McIver (family commitment); Councillor Stephen Burroughes (illness). **Present:** Eight electors.
2. **Declaration of interests:** The following declared local non-pecuniary interests: John Cross (member of the Archive group); Jennifer Beaumont, Peter Lincoln, Nicholas Redman, Mark Runnacles and (after co-option) Edward Benson (friends of Butchers Field); the Chairman (friend and owner of Butchers Field); Jennifer Beaumont and Peter Lincoln (village hall committee members). The Chairman signed an appropriate entry in the register of interests.
3. **Approval of minutes:** The minutes of the 218th meeting held on 25 November 2015 were approved and the Chairman duly signed the copy appended to the minutes book.
4. **Vacancy:** The Honorary Clerk reported that SCDC’s electoral department had confirmed that the Parish Council could co-opt a suitable person as a member without having first to advertise the vacancy. The Parish Council then unanimously agreed to co-opt Edward Benson who, after giving the Honorary Clerk the necessary details to be logged onto the SCDC website, joined the Parish Council. **ACTION:** Honorary Clerk to log the necessary details on the SCDC website.
5. **Community benefit payment from the operators of the solar farm on Parham Airfield:** The Honorary Clerk set out the arrangement with the operators of the solar farm, Bay-wa. Bay-wa are obliged to pay the parish council £5,000 per year (subject to indexing and a formula which seems to allow for the panels become less efficient over time). This year’s payment was £5,137. It had to be used on “qualifying projects” which were defined as “projects or schemes that in reasonable opinion of the [parish council] benefit the residents of [the village] with particular focus on energy efficiency, renewable energy, nature conservation, community interest/facilities, education, recreation and quality of life”. This table summarises the parish council’s discussion of suggestions collected in by the Honorary Clerk following a letter drop to all electors:

Proposal	Discussion	Action:
Ladies Club - for speakers’ expenses and general funds	£130 given last year. There was some discussion as to number of speakers and their charges. Result: £130 allocated	Action - Honorary Clerk.
Defibrillator	Stephen Kite showed the meeting the Zoll defibrillator which was a portable one. The meeting also discussed obtaining a defibrillator with the support of the East Anglian Ambulance Service via their CPAD project ¹ which recommends that local people take a training course in CPR. It was felt that the best location for a defibrillator would be the village hall. The device could be stored in a cabinet secured with a combination lock. In an emergency, a rescuer dials 999: this reveals the combination and despatches an ambulance. Some phone networks work well outside the village hall. In other cases, 999 calls are routed via any operator’s systems.	£2,300 allocated on the basis of the costs mentioned at the meeting. Action: Honorary Clerk to work with: (1) the Ambulance Trust and others on sourcing the machine deemed best for community use; (2) the village hall committee as to siting and powering of the machine. After that, it would be useful to obtain instruction on how to use the machine (and maybe to boost first aid skills).

¹ <http://www.eastamb.nhs.uk/get-involved/community-public-access-defibrillators.htm>

	<p>The cost of the Heartsafe cabinet, which takes any type of defibrillator is £1,194 including VAT². The cabinet would need to be connected to an electrical supply inside the hall – estimate. Heartsafe estimates running costs in the region of £15 per year; the battery needs replacing every five years at a cost of around £100.</p> <p>Heartsafe recommends that an AED which offers CPR guidance for lay people is the best option for a community-based item.</p>	
Props for archive cabinet lid	A gas lift support for the lid was suggested and agreed.	£130 allocated, to be paid by Hon Clerk when the equipment has been sourced and selected. Action: Honorary Clerk.
Village Hall floor restoration	Quote £2,730 including VAT. It was agreed that this was a necessary operation and beneficial to the community as a whole.	£2,000 allocated as a significant contribution. Action: Honorary Clerk.
Village fete gazebos (x2) and trestle tables, plus the supply of electricity to the shed and field	It was agreed that the gazebos would be a sensible purchase (probable cost around £100 each), but that the trestle tables could be borrowed from other villages due to storage restrictions in the VH shed. It was also agreed that electricity to the shed, with the possibility of providing an extension to Butcher's Field would be very useful.	£500 allocated as a contribution. Action: Honorary Clerk.
Party to mark 90th birthday of HM Queen Elizabeth II	£1,100 given last year for VH Hall Centenary party. Possibly could make a contribution from PC reserves for Queen's birthday party this year.	Not allocated as yet
Staging for Alde Valley Players and general village hall use	Cost £1,1650. At first £1,000 was allocated, but then, after discussion and in view of stronger claims for the money, nothing was allocated this year.	Nothing allocated as yet
Portable speed camera	This was discussed at some length. The idea of a camera or handheld speed measuring device was not favoured, but everyone seemed to think that a flashing speed indicator device (even one with a smiley or frowning face!) would be more effective. A variety of different options are available ³ . However, suppliers seem coy about specifying prices online, so the cost would need more investigation.	More information is needed. Idea to be carried forward to next year.
Community bus	The Honorary Clerk has spoken to Mr Garwood in Monk Soham about the	Shelved for this year, pending more information.

² For example: <http://www.heartsafe.org.uk/Buy/Buy-HeartSafe-Digital-Cabinet>.

³ For example, http://radarspeedsigns.co.uk/?Product_Range&normal.

	<p>scheme in use there in conjunction with other villages. It is a very expensive project: the bus itself would cost around £50,000, and running costs are around £1,000 per month. Volunteer drivers would be needed. An alternative might be to fund the use of taxis for specific journeys and with restrictions on the number of times the service could be used.</p> <p>Another option, would be to set up a volunteer driver scheme. Again restrictions on the type of journey and number of journeys might need to be set.</p>	<p>The Honorary Clerk will speak to other PCs to see if there is interest locally in such a scheme. Action: Honorary Clerk.</p> <p>Stephen Kite is going to look into the level of interest in the community for such schemes (using Ebb & Flow and the GG Village Information distribution list). Action: Stephen Kite/Honorary Clerk.</p>
Litter/dog mess bins	It was decided that these would not be helpful, as people who do not currently pick up after their dogs would be unlikely to do so just because there was a bin there. Also, the question of who would empty them might prove difficult.	Nothing allocated
Laptop in the Village Hall	It was suggested that a laptop might be provided in the VH for use by people who don't have a computer, but who occasionally need internet access. John Cross suggested that he might be able to source a (slightly) older laptop free of charge. The idea needs first to be discussed by the VH Committee.	Nothing allocated
Yoga classes	There are already yoga and Pilates classes in the VH. The suggestion was that "taster" sessions might be offered.	Nothing allocated. However, any costs are likely to be relatively low and the total allocations are less than the payment received so, once a more detailed proposal is made, it could be supported.
Delivery point for online community shopping	It was agreed that this would be a useful option as several residents are users of the Suma buying group. The VH Committee needs to discuss using the Village Hall as a delivery point and the associated administration.	Nothing allocated. However, any costs are likely to be relatively low and the total allocations are less than the payment received so, once a more detailed proposal is made, it could be supported.
Totals	Total fund available: £5,137	£5,060 allocated so far

6. **Reports:** There were no reports from SCC or SCDC. The crime report for November and December was that there had been one reported crime in the parish – a burglary.
7. **Planning:** No applications or decisions had been notified to the Honorary Clerk.
8. **Emergencies:** The Honorary Clerk reiterated advice previously given by the parish council's adviser on emergencies and urged members and electors during colder periods to check on neighbours who were unwell and infirm.

9. **Highways:** Jennifer Beaumont was keeping up her checks for potholes. The Honorary Clerk had made contact with Councillor Burroughes about the need to get the white lines at Crown Corner repainted and make the sign for the bend more prominent with a view to making the right of way clear. There had been drivers who had gone straight ahead up Chapel Lane without stopping for traffic coming from the other direction. **Action: Honorary Clerk.**
10. **Composting plant:** The plant operators had supplied some compost to electors. This was available to be collected from the hardstanding close to the old conning tower. It was agreed that the parish council would, by way of thanks, offer £50 to the manager, Andrew Ryan, for the charity of his choice. **Action: Honorary Clerk.**
11. **Public transport:** The Honorary Clerk reported that CATS had successfully bid for certain bus routes and also that it was seeking volunteer drivers.
12. **Sizewell:** Details of the planned building of Sizewell C were still awaited. There had been no clarification on transport issues. It was agreed that the parish council could not take a position in relation to an A12 by-pass until more details were to hand. The Honorary Clerk reported that high readings of nitrogen dioxide had been taken at Stratford St Andrew and that SCC was obliged to develop a plan to deal with this.
13. **Finance** The Honorary Clerk obtained approval for the following payments: RoSPA inspection (£92.40 including VAT); fuel for mower used on Butchers Field (£11.79); data licence renewal (£35); hire of village hall for this meeting at going rates. **Action: Honorary Clerk.**
14. **Transparency code:** The Honorary Clerk thanked Karen Debenham for her help with getting key documents on the website. It was agreed that she should mark the minutes of the 218th meeting on the site as "final" (or to remove the word "draft") and to mark the minutes of the 219th meeting as "draft". **Action: Karen Debenham.**
15. **Butchers Field:** The Honorary Clerk reported that Edward Benson had offered to fit a nylon mesh to the cover the sandpit when not in use. This was agreed. Details of expenses incurred should be passed to the Honorary Clerk. The Stihl strimmer had been recalled by the manufacturer: Simon Beaumont would liaise with Ernest Doe and Sons on this as Does were engaged by Stihl to carry out the necessary checks and any relevant work. **ACTION: Simon Beaumont.**
16. **Any other business: (1) Litter pick** Diane Minns would work with SCDC as to the setting up of a litter pick in early April. The Honorary Clerk would assist with publicity. **ACTION: Diane Minns, the Honorary Clerk.** (2) There was to be a Greener Fram swap/mend session in the Unitarian Meeting House on 12 March (9:30am to 1pm).

NA Redman, Honorary Clerk

8th March 2016