

**MINUTES for the 2017 annual meeting and the 223rd meeting of Great Glemham Parish
Council held in the village hall on 19th May**

PRESENT: Jennifer Beaumont; John Cross; Karen Debenham; Argus Gathorne-Hardy; Elaine Lewis; Peter Lincoln; Duncan McIver; Diane Minns; Nicholas Redman. **IN ATTENDANCE:** Councillor Stephen Burroughes; four electors. **APOLOGIES:** Mark Runnacles and Edward Benson (both family commitments).¹

1. ANNUAL MEETING

- 1.1 Appointment of the Chairman for the 2017/2018 administrative year** Argus Gathorne-Hardy was duly elected as Chairman.
- 1.2 Minutes:** The minutes of the 2016 meeting held on 20th May 2016 were approved and the Chairman signed the relevant entry in the minute book.
- 1.3 Interests:** There were no declarations of interest (either for the annual meeting or for 223rd meeting).
- 1.4 Other appointments:** Nicholas Redman was appointed Honorary Clerk and Responsible Financial Officer; Mr Ronald Smith was appointed Internal Auditor; Duncan McIver was appointed Village Hall Liaison officer; Mr Simon Beaumont was appointed Site Management at Butchers Field; Mr Patrick Wilson was appointed the village's Adviser on Emergency Preparedness; Karen Debenham was appointed Website and Transparency Code manager; Nicholas Redman was appointed as a Trustee of Non-Ecclesiastical Charity; Diane Minns was appointed Transport manager; Edward Benson was appointed as "SUMA Co-ordinator" and would try to organise orders and deliveries of SUMA products (which were "green" items retailed and delivered by a co-operative organisation)
- 1.5 Reports:** The following reports were made:
 - 1.5.1 Chairman's report** – Argus Gathorne-Hardy summarised developments and trends over the 70 years of the parish council's existence;
 - 1.5.2 Police report** – Nicholas Redman noted that no crimes in Great Glemham were reported on the police website though he had heard that a sizeable amount of diesel belonging to the contractors planting potatoes in various fields to the East of the church.
 - 1.5.3 County Councillor's report** – Councillor Stephen Burroughes summarised key events at county level: Foster and Partners selected as architects for the Upper Orwell crossing; a new approach to support foster families; community fire volunteers being sought; more archive material at the County Records Office now available online. The full report is available from the Nicholas Redman. In addition, Councillor Burroughes and his colleagues felt that EDF's plans for Sizewell would need to be scrutinised carefully as earlier plans had been insufficiently detailed.
 - 1.5.4 Great Glemham Farms** – The "Big Picnic" held at White House Farm as part of the Alde Valley Spring festival raised a good deal of funds for repairs to the church. The Farm and neighbouring owners were working together to eradicate Japanese Knotweed visible near Todd's Cottage and a neighbouring field.

- 1.5.5 **Butchers Field** – Nicholas Redman warmly thanked Mr Simon Beaumont for his on-going, regular inspections of the site and the play equipment installed there. This was a key contribution to the success of the project.
- 1.5.6 **Highways** – Jennifer Beaumont reported some successes with the ongoing battle with potholes. There was discussion at this point about the need manage speeding in the village. Councillor Burroughes was planning to invite parish councillors in his ward to join together with the aim of using various methods to deter speeding motorists. In addition, the white lines on Crown corner were very worn and faded and, if they were re-drawn would form a useful indicator of the rights of way at that junction especially for traffic coming from The Street and aiming for Chapel Lane.
- 1.5.7 **Telephone kiosk** – Mrs Nicola Redman reported that some spring cleaning had been done and there had been a re-stocking of the children’s books. The kiosk would be decorated for the Flower Show with a mini-exhibition entitled “What Makes Suffolk Special”.
- 1.5.8 **Composting plant** – Mr Patrick Wilson reported that the operators, Tamar, were undertaking regular maintenance. This probably explained why the plant had recently handled larger amounts of waste without there being a greater impact on the locality. Some material had been left on the former airfield. This was not true compost but it did form a reasonable soil conditioner and was available for collection by residents of the parish and Parham. Mr Wilson noted the planned merger of Suffolk Coastal and Waveney district councils and the fact that Waveney was already directly charging its electors for emptying brown domestic bins.
- 1.5.9 **School Trust** – Mrs Nicola Redman reported that the trustees (Duncan McIver, Jill Pascoe and herself) had made three education grants and one community grant.
- 1.5.10 **Non-Ecclesiastical Trust** – Nicholas Redman reported that the trust had paid the parish council £100 with a view to planting a tree or trees in suitably public locations in the parish. The trustees were: Mrs Jill Wilson (who, after 23 years’ service to the trust had decided to retire but was willing to train an existing or new trustee to deal with the work which was modest – a couple of hours per year).
- 1.5.11 **Emergency preparedness** – **Mr Patrick Wilson felt that the most likely risk facing the village was flooding.** The Environment Agency website contained a lot of practical information relating to flooding and Nicholas Redman had circulated copies of information (including key contact details of the various agencies and bodies involved with emergency preparedness and dealing with emergencies which had been collated by the Suffolk Joint Emergency Planning Unit. Additional copies were available from Nicholas Redman.
- 1.6 223rd meeting of Great Glemham Parish Council**
- 1.6.1 **Minutes:** The minutes of the meeting were approved and the Chairman signed the relevant entry in the minute book.
- 1.6.2 **Review of action points from previous meetings:**

- 1.6.2.1 Elaine Lewis would arrange training with the defibrillator.²
- 1.6.2.2 Edward Benson would promote and organise bulk purchases of SUMA products.
- 1.6.2.3 Nicholas Redman would arrange for Coastal Accessible Transport to join the 224th meeting with a view to representations being made to CATS and to getting members and electors a clear understanding of CATS offering.

1.6.3 **Finance, governance and audit**

- 1.6.3.1 **Accounts** The parish council accounts for the year ending 31 March 2017 which Nicholas Redman had prepared and attached to the minutes and which Mr Ronald Smith had inspected were approved.
- 1.6.3.2 **Resolutions required by the external auditors, BDO** These were read out by Nicholas Redman and duly made in the form supplied by BDO.
- 1.6.3.3 **Expenditure:** Approval was given to the payment of the hire fee for the village hall (at going rates).

Nicholas Redman, Honorary Clerk and Responsible Financial Officer

07/06/2017

¹ There remains one vacancy following the resignation of Mr Steve Kite.

² The costs of the training (£350 for training 12 volunteers for three hours plus around £20 in travel costs) were approved.

