

# Roles & Responsibilities of the Parish Council

## Meetings

Parish Council meetings are normally held quarterly on a Wednesday evening in Great Glemham Village Hall, Low Road, Great Glemham, Suffolk IP17 2DH

All Great Glemham residents are invited and encouraged to attend the meetings, with a Public Forum set aside during each meeting. The Parish Council meetings start at 6.45 pm and normally finish by 9.15 pm. The draft minutes of Great Glemham Parish Council Meetings are uploaded onto this website within 4 weeks of the meeting being held and are also published on the Parish Notice Board.

## Roles undertaken by Councillors

Councillor Gathorne-Hardy is the appointed Chair

Councillor Cross is the appointed vice-Chair

Councillors Gathorne-Hardy, Cross and French are the Parish Council's authorised cheque / mandate change signatories

Councillor Cross and the Clerk, as the R.F.O., are the authorised users for internet banking

Councillors Gathorne-Hardy, Lissaman and Benson are responsible for Personnel

Councillor Benson is the representative for Butchers Field

Councillor Cross is the representative for Sizewell and the and the Energy Coast projects

Cllr Debenham is the representative for Quiet Lanes, Footpaths, and Highways

Cllr Beaumont is responsible for Highways issues reporting

Cllr Mercer is responsible for Grit Bins

Cllr Lissaman is the Council's Tree Warden

Cllr Lissaman is responsible for the new website

## Delegated Powers

### [Powers delegated to the Clerk](#)

### [Powers delegated under Great Glemham's Dispensation Policy](#)

The Parish Council holds funds for various groups / bodies through its own accounts which are reflected below with the appointed volunteer

Solar Funds incorporating Parham Composting Plant

Volunteer: Patrick Wilson

K6

Volunteer: Nicola Redman

Archive

Volunteer: Jill Wilson

*Updated May 2021*