

**MINUTES OF THE PARISH COUNCIL MEETING OF GREAT LIVERMERE PARISH COUNCIL
held on 11th March 2014**

	<p>Members present: Councillor Hartley in the chair, Councillors Coates, Johnson, King, Waterson and Williams along with Mrs. Waples (Clerk), County Councillor Rebecca Hopfensperger (latterly), PCSO Claire Teakle and two members of the public.</p> <p>1.0 <u>Opening Public Session:</u> the following matters were brought to the attention of the Parish Council:</p> <ul style="list-style-type: none"> i. Street Light - Church Road - this was still not working and it had been out since before Christmas. The Clerk confirmed that she had reported this light to SCC on four separate occasions and each time it had been reported as completed and mended. She had only recently spoken to a senior officer at SCC who had confirmed that the bulb was in fact faulty and needed replacing. As this was a multi agency approach he would arrange for it to be repaired within the next 4 weeks. ii. Street Light - opposite The Birches - this was reported as having a faulty timer as the light only worked for a short period of time in the evening. iii. BT Phonebox - the bulb was reported as not working. iv. Parking at Garages in Mere Close - Council was informed that a number of vehicles were still blocking entrances to houses when they were visiting the Playing Field. It was confirmed that this was a private road and that the SNT had been out and provided advice to those blocking the entrances and the complainants. It was also confirmed that PCSO Ruston had spoken to Havebury regarding the possible installation of signs indicating private road and no parking. <p><i>It was agreed to alter the agenda to allow the PCSO Teakle to provide her report and to await the arrival of County Cllr. Hopfensperger.</i></p> <p>2.0 <u>Bury Rural SNT Report:</u> PCSO Claire Teakle was invited to submit her report in which she confirmed that for the period ending 11.03.2014 there had been 1 crime of interest in the Parish: burglary from a property in School Gardens. A number of hare coursing patrols had been conducted during the week but so far there had not been any complaints of coursing incidents. It was also reported that there had been reported purse thefts in Bury St Edmunds using distraction techniques. Council was made aware that the Police and Crime Commissioner would be holding a public meeting for the St Edmundsbury District on May 14th in Haverhill and that the SNT were carrying out speed enforcement checks as often as possible and were using the speed board as a preventative measure to assist the Community Speedwatch teams. Since the last meeting the SNT had conducted 44 speed checks across their area during which 28 verbal warnings had been issued; 53 warning letters had been sent, 16 EFPNs issued, 5 reported for summons, 5 x speed awareness courses offered and 3 notice if impending prosecution issued.</p> <p>3.0 <u>Borough Councillor's Report:</u> No report had been received from Borough Cllr. Spicer.</p> <p>4.0 <u>Chairman's Welcome:</u> The Chairman welcomed all to the meeting.</p> <ul style="list-style-type: none"> i. Apologies for absence were received from Borough Cllr. Spicer due to a holiday commitment. <p>5.0 <u>Declarations of Interest:</u></p> <ul style="list-style-type: none"> i. There were no declarations of Disclosable Pecuniary and non-Pecuniary Interests for the agenda under discussion. ii. There were no requests for dispensation for the agenda under discussion. <p>6.0 <u>Minutes of the last meeting:</u> Minutes of the Parish Council Meeting of 7th January 2014 were approved and signed by the Chairman as a true and accurate record.</p>	<p>SCC</p> <p>Clerk</p> <p>Clerk</p> <p>RH/SCC/ Havebury</p>
--	---	--

7.0	<p><u>Chairman's Report:</u> The Chairman particularly asked that the potholes in Church Road were dealt with as soon as possible as they were impacting not only on visitors to the Church but residents alike.</p>	
8.0	<p><u>Clerk's Report:</u></p> <ol style="list-style-type: none"> i. Finances stood at £12,634.35 as of March 11th 2014. It was agreed that the final accounts for the year would show the following earmarked reserves: £5,000 for new bus shelter, noticeboard and access; £1,000 for maintenance of Village Assets. ii. Income in the sum of £118.97 from recycling credits had been received and banked since the last meeting. iii. Payment of verified invoices was proposed by Cllr. Johnson and agreed by all: Action Play and Leisure £996.00 cheque 358 (Misc Prov. Act 1976 s19); St Edmundsbury Borough Council £621.29 cheque 359 (Clean Neighbourhood and Environment Act); Realise Futures £224.63 cheque 360 (LGA 1972 s111) and V Waples £188.31 cheque 361 (LGA 1972 s111 & 112). iv. Standing Orders - it was agreed by all that the Council should adopt the Model Standing Orders 2013 with reference to the LGA 1972 Sch 12 para 12 as produced by NALC and adapted to reflect the needs of Great Livermere Parish Council. v. Internal Control Review - Council was made aware that the Clerk had met with Cllr. Johnson who had reviewed the Council's internal controls and found them to be acceptable. It was noted that the Clerk's contract was due to be reviewed in the coming year. The Council's asset register was also reviewed and it was noted that the Village Entry signs at a cost of £930 had now been added to the register. Acceptance of the internal control review was agreed by all present. vi. Review of the Council's Financial Risk Assessment including the Council's Asset Register - Council reviewed the first document and found it to be accurate in its assessment of the risks facing the Council. Acceptance of the asset register was agreed by all. vii. Effectiveness of the internal control and the scope of internal audit - as required by the Council's External Auditors, BDO LLP, Council reviewed the effectiveness of its internal control and scope of internal audit and found them to be appropriate and adequate for a parish the size of Great Livermere. viii. Appointment of the Council's Independent Internal Auditor - as required by the Council's External Auditors, Council reviewed the effectiveness of the internal audit in terms of independence, competence, proportionate and scope and found it to be appropriate and adequate for a Parish the size of Great Livermere. Council confirmed that it would appoint Mr. D. Hurrell as the Council's Independent Auditor. He would be asked to complete the Audit prior to the given date for the submission of the Annual Return, once details had been received by the Clerk/RFO to the Council. ix. Bus Shelter - Council was informed that SCC had received a response from the Estates Management at Ampton who was, in principle, acceptable to the installation of a hard standing going in opposite the bus shelter. This matter would now be put to the legal department to be taken forward. x. Commemoration of the Centenary of the outbreak of WW1 - it was agreed that, in the first instance, the Clerk should obtain quotations for the cleaning of the War Memorial and the Council would consider further at the Annual Parish Meeting whether the chains and posts should be replaced. It was noted that all Churches across the country would be opened to the public on 4th August and that a short memorial/remembrance service might be in order. The Chairman agreed to liaise with the PCC on this matter. 	<p>SCC</p> <p>JH</p>
9.0	<p><u>County Councillor's Report:</u> County Cllr. Hopfensperger was invited to submit her report in which she brought the Parish Council's attention to the following:</p> <ol style="list-style-type: none"> i. SCC Budget - full Council had approved the budget with a nil increase. This was year 1 of a 4 year plan to achieve savings of £38.6m out of a total of £156m over the next four years. ii. Broadband - SCC had secured more monies to achieve the superfast broadband by mid 2015. Council was in agreement to County Cllr. Hopfensperger's offer to arrange for a Speaker to attend the APM and speak more on the rollout of the programme. iii. Mere Close and Parking Issues - parking and flooding issues were ongoing and had 	

	<p>not been sorted satisfactorily. It was agreed that this would be flagged up to the relevant authorities once again.</p> <p>iv. Church Road - Council asked County Cllr. Hopfensperger to chase up the resurfacing of this road as the potholes were impacting upon users of the road - especially visitors to the Church.</p> <p>v. Church Tourist Sign - Council asked Cllr. Hopfensperger to chase up the installation of a Tourist Sign for the Church which had now been outstanding for the last two years. It was noted that the visitor numbers had increased recently and that this would help signpost the location of the Church.</p>	<p>RH/SCC</p> <p>RH/SCC</p> <p>RH/SCC</p>
10.0	<p><u>Councillors' reports:</u></p> <p>i. Cllr. Johnson made the Clerk aware that the drains throughout the village needed clearing after the recent weather and that the pavements and roads needed clearing and sweeping.</p>	<p>Clerk/ Highways</p>
11.00	<p><u>Planning Issues:</u></p> <p>i. There were no planning issues coming forth.</p> <p>ii. West Suffolk - Development Management Shared Service - single way of working - Council received a report from the Clerk on the recent workshop attended in which the new decision making protocol was outlined along with the processes to be followed when commenting on a planning application both online and in person at the Development Control Committee. Council was made aware that, under the new protocols, if the PC/TC view was contrary to the Officer's view or a Member had requested a call-in, if the application was non-major then a delegation panel would decide whether it should be considered by the Development Control Committee or as a Delegated Decision. There was no automatic right for such an application to be flagged direct to the Control Committee. The Member in such instances would be allowed to put the case before the delegation panel but ultimately the decision as to who would determine the application would rest with them.</p>	
12.00	<p><u>Correspondence:</u> the following items were brought to the Council's attention:</p> <p>i. SALC - LAIS1363 Local Audit and Accountability Act 2014</p> <p>ii. SALC - LAIS1364 VAT Consultation</p> <p>iii. Ministerial statement by Local Government Minister Brandon Lewis MP on the final local government finance settlement 2014/2015</p> <p>iv. SALC - LAIS1365 Access to Local Council Meetings and Documents</p> <p>v. West Suffolk - Statement of Community Involvement</p> <p>vi. SALC - Village of the Year 2014 - Council was in agreement that it would not be entering the competition for this year</p>	
13.00	<p><u>Closing Public Session:</u> no matters were raised.</p> <p>There being no other business the Chairman declared the meeting closed at 8.50pm.</p>	
14.00	<p>Date of next meeting: Parish Council Meeting on Tuesday 13th May 2014 commencing at 7.00pm followed by the Annual Parish Meeting commencing at 8.00pm in the Village Hall.</p>	