

**MINUTES OF THE PARISH COUNCIL MEETING OF GREAT LIVERMERE PARISH COUNCIL  
held on 3rd March 2015**

	<p>Members present: Councillor Hartley in the chair, Johnson and King along with County Councillor Hopfensperger, Borough Councillor C Spicer, Mrs. Waples (Clerk) and one member of the public.</p> <p>A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. <i>A full transcript of the statement is available from the Clerk upon request.</i></p> <p>1.0 <u>Opening Public Session:</u> there were no comments from the member of the public present.</p> <p>2.0 <u>County Councillor's Report:</u> County Cllr. Hopfensperger was invited to submit her report in which she brought the meeting's attention to the following:</p> <ul style="list-style-type: none"> <li>• VAS - the areas had been assessed and were now with a senior engineer for approval. The recommended locations were on Troston Road opposite the Village Hall in the verge on the footpath &amp; on The Street opposite School Gardens in the verge. She also confirmed that she would be able to assist with the purchase of the VAS.</li> <li>• Drainage - following the site meeting a new drain was required near the junction of Mere View where the new surface had been installed.</li> <li>• Potholes - these had been reported by her and she would chase again</li> <li>• West Suffolk Operational Hub - consultation was being proposed on the SCC approval to go ahead to a pre-planning consultation for a new site at Hollow Road Farm. It was anticipated that this would allow for a new transfer station in place of the one for Rougham Hill, the relocation of the recycling centre and the relocation of the transport depot at West Suffolk House. It was also expected that other partners would use the site along with the fleet operations for both the police and ambulance services. The consultation would run from 5th March to 6th April and there would be a drip-in session at Great Barton on 16th March. Both of the Fornhams along with Great Barton would be meeting with Officers over concerns that had been raised. Timescales indicated that a planning application would be submitted in late Spring and if approved would be operational by 2016. A Parish Liaison Group would be set up at the end of the pre-application to funnel concerns and comments through.</li> </ul> <p>3.0 <u>Borough Councillor's Report:</u> Borough Cllr. Spicer was invited to submit his report in which he brought the meeting's attention to the following:</p> <ul style="list-style-type: none"> <li>• Enforcement Department now had three members - would take time to get back up to speed but it was a start</li> <li>• Planning - new laws now allowed for the consideration of developing some redundant farm buildings</li> <li>• Leisure facilities such as The Apex; West Stowe and Moyses Hall Museum all running well, costing less and were well used and had benefited from Council monies.</li> <li>• Budget debate had resulted in a nil increase in the Council Tax for the Borough. Noted that SCC had agreed a nil increase and the police a 1.9% increase.</li> <li>• This was his farewell visit as he would not be standing again.</li> </ul> <p>The Council asked that its official thanks be offered to Borough Cllr. Spicer for the manner in which he had represented the village and his contribution to the Parish Council and the village as a whole.</p>	
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4.0	<p><u>Bury Rural SNT Police Report:</u> No written report had been submitted on behalf of the Bury Rural SNT.</p>
5.0	<p><u>Chairman's Welcome:</u> The Chairman welcomed all to the meeting.</p> <ul style="list-style-type: none"> <li>i. Apologies of absence were received from Cllr. Coates.</li> <li>ii. Council consented to accept this apology.</li> </ul>
6.0	<p><u>Declarations of Interest:</u></p> <ul style="list-style-type: none"> <li>i. There were no declarations of Disclosable Pecuniary and local non-Pecuniary Interests for the agenda under discussion.</li> <li>ii. There were no requests for dispensation for the agenda under discussion.</li> </ul>
7.0	<p><u>Minutes of the last meeting:</u> Minutes of the Parish Council Meeting of January 13th 2015 were approved and signed by the Chairman as a true and accurate record, aif.</p>
8.0	<p><u>Chairman's Report:</u> The Chairman mentioned that the Parish Council had been made aware that there was to be a Meet and Greet event in the Village Hall as 2.00pm on 21st March 2015. The Chairman and Clerk had previously agreed to attend and speak about the role of a Councillor; the role of the Parish Council and the forthcoming elections. He also confirmed that he would be away on Annual Leave for the 1st Meeting of the New Council. It was also agreed that the Parish Council would look into the bulbs that had been planted and make a decision as to whether any new ones were required. It was also agreed that the Clerk should liaise with the Clerk to Troston late Spring should the Broadband upgrade be delayed.</p>
9.0	<p><u>Clerk's Report:</u></p> <ul style="list-style-type: none"> <li>i. Council's Finances stood at £13014.11 as of 3rd March 2015. Council was aware that it was anticipated that it would finish the year slightly under budget. A new mandate had been received from the bank which would require the submission of additional data by the new signatories.</li> <li>ii. No income had been received since the last meeting.</li> <li>iii. Payment of verified invoices was proposed by Cllr. Hartley and agreed by all: V Waples - Clerk's Salary and Expenses to date £170.40 ex VAT. cheque 380 (LGA 1972 s111 &amp; 112); The Samaritans £100 ex VAT. cheque 381 (LGA 1972 s137); HMRC - PAYE to date £64.80 cheque 382 (Corp Taxes &amp; Income Acts).</li> <li>iv. To receive an update on works to the Bus Shelter &amp; costs associated with its installation: Council was advised that, the start date of 9th February 2015 had been delayed and a further updates was still awaited.</li> <li>v. To receive an update on works to the Car Parking Area in Mere View - nothing had been forthcoming from Havebury and the Clerk was asked to continue to follow this up.</li> <li>vi. To note costs involved in the sharing of a mobile VAS with Troston Parish Council - Council noted that the area had been assessed and that a report was being prepared. Council also noted that Cllr. Hopfensperger was in agreement to help financially from her Locality Budget with the shared costs of purchasing the VAS device.</li> <li>vii. S137 Payment - Council reconfirmed its agreement to make a donation of £100 to the Samaritans in Bury St Edmunds under the power of S137 of the LGA 1972.</li> <li>viii. To consider items of expenditure to be incurred on the Parish's assets - it was noted that in the Spring the Council would need to arrange for the renovation of the three seats on the Asset Register.</li> <li>ix. To review 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</li> </ul>

	<p>assessment of the risks facing the Council. Acceptance of the asset register was agreed by all. Council reviewed its Financial Regulations and found them to be compliant with current regulations.</p> <p>x. To review the 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.</p> <p>xi. To confirm the 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.</p> <p>10.0 <u>Councillors' reports:</u> there were no matters coming forth.</p> <p>11.0 <u>Planning Issues:</u></p> <p>i. There were no planning applications coming forth.</p> <p>12.0 <u>Correspondence:</u></p> <p>i. West Suffolk - NPPG on planning obligations - noted that changes to amend the threshold for contributions to affordable housing and tariff style contributions meant that financial contributions should not be sought from developments of 10 units or less and which have a combined gross floor space of no more than 1000sqm.</p> <p>ii. there were no further issues to be brought to the Council's attention</p> <p>13.0 <u>Closing Comments from the Public:</u> there were no members of the public present.</p> <p>There being no further business the Chairman declared the meeting closed at 8.55pm.</p> <p>Date of future meeting: Annual Parish Council Meeting commencing at 7.00pm on 12th May 2015 followed by the Annual Parish Meeting at 8.00pm.</p>	
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