

GREAT LIVERMERE PARISH COUNCIL

Minutes of Market Weston Parish Council meeting held on Tuesday 2nd August 2016 7:30pm in Great Livermere Village Hall.

Present: Cllrs: J Hartley, P Johnson, A Hudson, B Clay, T Clark, J Coates & B. Cllr S Brown

1. **Apologies for absence** C. Cllr R Hopfensperger

2. **Members Declarations of Interest and Dispensations:**

2.1 To receive declarations of interest from councillors on items on the agenda. None.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None

3 **Minutes** - Minutes of the 3rd May 2016 meeting agreed and signed as a correct record.

Meeting Adjourned

4. **Meeting open to the public** There were two members of the public present.

Concerns were raised regarding the overgrowth, including brambles on the footpaths that run from Troston Road to the Street and from The Church to The Street. Cllrs Johnson and Hartley will investigate this and take the appropriate action. It was suggested that an eye be kept on all the footpaths and that consideration needed to be made for their ongoing maintenance.

Action Cllrs Johnson/Hartley

5. **Report of County Councillor:** R Hopfensperger

Cllr Hopfensperger was unable to attend the meeting and made no report.

6. **Report from B. Councillor:** S Brown

Cllr Brown reported that, regarding the move towards Devolution, St Edmundsbury Borough Council have agreed to go ahead with the combining of authorities in Suffolk and Norfolk. There is a very tight time frame for this move, with an agreement needing to be reached by October this year, to enable a Mayor to be in place by May 2017. There is further information and a questionnaire, asking for views on the devolution deal, available that Cllr Brown will forward to the Clerk for her to circulate to the Parish Councillors.

Edmundsbury Borough Council has decided to move forward with the WSOH (West Suffolk Operation Hub) on land at Hollow Road Farm. The next step will be to carry out an archaeological dig, this could take some time.

Action Cllr Brown

7. **Report from Police**

The Clerk will circulate the latest newsletter to the Councillors.

Action Clerk

Meeting reconvened

8 **Progress reports. For information, from:**

8.1. **Chairman**

8.1.1 **Queens Birthday Tea.**

The Chairman has been asked if the Parish Council would be willing to make a contribution towards the cost of the recent Queens Birthday Tea event held in the village. Following discussion, where it was heard that the event was considered to be a success with many residents in attendance, it was agreed that a contribution of £100 should be made. All in favour. The clerk will raise the cheque at the next meeting.

Action Clerk

8.1.2 Village Hall donation towards cost of the new kitchen.

It was agreed to wait until a formal request for a donation is received before making a decision on this matter.

8.1.3 Daffodils

It was agreed that Cllr Hartley would purchase some more daffodil bulbs for the village. Photographs have been taken previously to show where the existing ones have been planted. It was noted that Birds Croft, in particular, would benefit from having some more planted.

Action Cllr Hartley

8.2 Clerk:

8.2.1 Home Help Network, request from new resident

The Chairman has been in touch with the resident requiring information and unfortunately there are currently no activities available to meet their needs.

8.2.2 Contact Details

The Clerk has prepared a new contact list for the Councillors, once this has been checked and updated she will circulate it amongst the Councillors.

Action Clerk

8.2.3 Website

The Clerk has updated the website.

8.2.4 Magazine report

It was agreed that this would be the responsibility of the Clerk from now on.

9 Finance.

9.1 Payments The following payments were approved and the cheques signed by two signatories.

9.1.2 V Gay, Clerks wages for June/July	000410	£255.49
9.1.3 V Gay, Clerks Expenses, June/July	000411	£9.30
9.1.4 HMR&C Tax	000412	£98.00
9.1.5 Chairman's expenses	000413	£25.16
9.1.6 D Thrower, grass cutting Church	000414	£200.00
9.1.8 SALC, Audit & subs	000415	£276.58

9.2 Audit

It was noted that the accounts have been submitted for external audit to BDO. A query was raised regarding the reserves which the clerk has duly answered.

9.3 Banking Arrangements

The Clerk has requested that the Parish Council switch bank accounts from Lloyd's to Barclays. This is because the other councils that she Clerks for bank with Barclays and the option to use internet banking proves very useful. All in favour.

Action Clerk

9.4 V Warples, Payment

It was noted that there may be an outstanding payment due to Victoria Warples despite her completing a P45.

9.5 Income

A payment, for recycling credits of £156.09 has been received from St Edmundsbury Borough Council.

10. Bus Shelter to discuss problems with footings and options for new noticeboards

Simon Barnett, Passenger Transport - SCC is coming out to have a look at the shelter posts this week. They are installing 3 new shelters in the next couple of weeks so he may be able to include the repairs then. He provided a price for new noticeboard, starting from £147 with an additional cost of £300 for removing the old boards and the installation of the new. These costs were considered to be high and Cllrs Hudson & Clay will look at the shelter and existing boards to see if this could be achieved at a reduced cost. The Clerk will check that we will not invalidate the warranty if we carry out our own alterations and if it is ok a further quote for the work will be sought.

Action Cllrs Hudson/Clay/Clerk

11. VAS to consider position/height of VAS post and discuss options for shared use with Troston.

The Clerk has been in correspondence with the resident at Church Gardens and the Officer at SCC regarding the position of the post. It agreed that a reduction of the post to 2meters would be the most appropriate course of action. The Clerk will write to the resident at Church Gardens and Cllr Hartley will arrange to have the post reduced in height. The Clerk will provide Cllr Hudson with the contact details for the Clerk at Troston so arrangements can be made regarding sharing the VAS equipment.

Action Cllr Hartley/Clerk

12. Highway/village matters To include updates on:

12.1 damaged footpath posts and sign.

This has been reported, Reference Number: 3950098, and should be repaired soon.

12.2 Street lights Church Road.

It was confirmed that these are working.

12.3 New dog waste bin.

A new bin could cost between £66 and £250. it was now noted that it is not necessary to have a separate dog litter bin and a waste bin is acceptable. With this in mind It was proposed that the Clerk look the available options and report back at the next meeting.

Action Clerk

12.4 Flooding, The Street.

The Clerk has been in discussions with Hen Abbot at SCC regarding this issue and has received the following reply: There is some funding allocated to upgrade the drainage system here, however, it isn't enough to replace the entire run, so we are trying to design some pieces of improvement of the worst sections and hopefully alleviate some of the flooding. This has spent a while in the planning stage, and is still there, due to the complexity of the scheme. However, I am chasing it up. I can't give a date for the work, but would anticipate a full road closure will be needed, and that will require around 12 weeks' notice, and that is after the design is finalised. So realistically I wouldn't expect any work to commence before the new year.

13. Play Area to consider report and the inclusion of Pocket Park with Play Area report.

The Pocket Park was separate to the play area and therefore resulted in the two reports being generated. The Pocket park included the football goals whereas the Play Area included the play equipment, although in reality they are all on the same site. These are now going to be included in one report. The Clerk will forward the latest report to Cllr Johnson for consideration.

Action Cllr Johnson/Clerk

14. Planning Matters

None received

15. Councillors reports and items for future agendas.

15.1 Cllr Clark agreed to retype the Welcome pack. She will then work with Cllr Hartley and the Clerk to produce an updated pack. **Action Cllrs Clark/Hartley/Clerk**

15.2 There is a problem with flooding between Birds Croft and Orchard Close. It was suggested that the drains and gulley's may be blocked. It was also noted that the Drift had suffered from severe flooding in the past. The Clerk will ask for all the drains and gulley's in the village to be jetted and cleared. A request was made for a copy of the drainage network plan from Anglian Water. The Clerk will see if she can arrange this. **Action Clerk**

15.3 There is a hole in the road at the Junction for Brand Road and Bury Road. The Clerk will report this. **Action Clerk**

15.4 There were concerns over the lack of signage at the junction of The Street and Troston Road. The Clerk will discuss this with SCC. **Action Clerk**

15.5 Cllr Clay reported that the Village Hall have been awarded £5218, from SCC and SEBC, towards the costs of the new kitchen. A date for the commencement of work will be agreed at the next committee meeting.

16. Correspondence for information The Following was available for inspection or forwarded via email to the Councillors:

- 16.1 UK Power Networks: '105'.
- 16.2 West Suffolk Waste Hub.
- 16.3 Highways Matters – Edition 7
- 16.4 SALC, Local Councillor.
- 16.5 Devolution Consultation.
- 16.6 Suffolk Prepared Newsletter.
- 16.6 Next Parish Conference, 14 November in Newmarket.

17. Date for next meetings:

- 11th October 2016 at 7.30
- 6th December 2016 at 7:30

20. To consider the exclusion of the public and press in the public interest for consideration of the following items:

- 20.1 Personnel Issues. The clerks rate of pay was confirmed at £12.44 per hour.
- 20.2 Legal Issues. None