

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Tuesday 27th March 2018
7:30pm in Great Livermere Village Hall.

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

1. **Apologies for absence** Cllr Hopfensperger

2. **Co-option of new Councillor**

There are currently two vacancies on the Parish Council. Anyone interested in becoming a Parish Councillor should contact the Clerk at Greatlivermerepc@hotmail.com

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

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

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

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

4. **Minutes** Minutes of the 24th January 2018 meeting were agreed and signed as a correct record.

Meeting Adjourned

5. **Meeting open to the public**

None present.

6. **Report from County Councillor:** R Hopfensperger

Cllr Hopfensperger did not attend the meeting and made no report.

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

Cllr Brown reported that there would be a council tax freeze again this year. St Edmundsbury were successful in receiving 100% of the boroughs business rates. There are discussions about whether the new Council should be a Borough Council or District Council. If it becomes a District Council it will lose its Mayor status.

There are objections to the proposed ward boundary changes for the Pakenham Ward, in which Gt Livermere sits. Cllr Brown felt there was no need for Gt Livermere Parish council to submit any comments at this stage.

8.1 Chairman's Report

The Chairman had no report to make.

8.2 Clerk:

8.2.1 Questionnaire, to include, Vacancy, Defibrillator, Emergency plan, Play Area, Oil syndicate, Fit Villages & Neighbourhood Watch.

It was further agreed to add information about the Mobile library and include postcode and age details. 100 copies in black and white will be printed at a cost of approx. £100. The Councillors will arrange delivery and collection. With the addition of drop off points at all the Councillors homes.

Action Clerk

8.2.2 West Suffolk Electoral Review - local considerations

See under Cllr Browns report.

8.2.3 War Memorial, Notification of designation of decision.

The Secretary of State for Digital, Culture, Media and Sport has decided to add Great Livermere War Memorial to the List of Buildings of Special Architectural or Historic Interest. The memorial is now listed at Grade II.

8.2.4 Purchase of new laptop

Using funds from the transparency code fund the Clerk has purchased a new laptop. She has also updated the software, again using money allocated in the fund.

8.2.5 Map / list of TPO's in the Village- meeting with Ben Turner

The Clerk has requested utility information from UK power network and Anglian Water. UK power Network sent it through in 59 separate emails. The Clerk has requested a hard copy of this information. Anglian Water still haven't sent the information, the Clerk will continue to chase this. As yet the Clerk has been unable to meet with Ben Turner, she has however spoken to Mrs Turner who informed the Clerk there is not a plan as such, 10 years or otherwise, for the village. The Clerk plans to meet with Mr Turner in the future at a mutually convenient time. The Clerk is still trying to locate a list of all the TPO's as there are so many. The interactive map shows them, but this is difficult to print from.

8.2.6 Streetlight, between village and Village Hall.

This still has not been repaired. Also, the damaged light at the entrance to Birds Croft needs to be repaired. The Clerk will report these again.

Action Clerk

9. **Finance.** The following accounts were approved and signed by two signatories

Admin, including bench, software, play area and war memorial works	£527.90
LCPS, data protection	£200.00
121 Computers, laptop	£399.00

9.2 End of year accounts

8.2 End of year accounts

The Clerk has asked LCPAS to carry out our internal audit. As yet we have not received any further information from our new external auditors, but the Clerk anticipates that this information is imminent, and she will have the accounts ready for approval at the May meeting, prior to submission to the internal audit.

9.3 Bank Reconciliation

The Clerk provided an up to date bank reconciliation.

10. **Bus Shelter**

No report.

11. **Footpath/Footpath leaflet**

No update.

12. **Welcome Pack.** Update from Cllr Hartley

This document is nearing completion, Cllr Hartley is working on re-formatting it and will circulate it once complete.

Action Cllr Hartley

13. **Highway/village matters**

13.1 Works to War memorial chains.

A further quote, of £311.84 has been received for the works to the memorial. It was agreed that this work should go ahead but using metal posts rather than wood. The metal posts will be sourced by Cllr Hudson. Cllr Brown said he would pay for these works from his locality budget.

Action Cllr Hudson/B.Cllr Brown/Clerk

13.2 Condition of Church Road.

The Clerk has reported the poor condition of Church Road to SCC. So far she has received no response. It is not on the schedule for resurfacing. The Clerk will raise this concern with Cllr Hopfensperger.

14. **Village Hall**

The next quiz night will be held on 21st April. There has been a change of cleaner. The water softener has been looked at and needs to be replaced.

15 **Play Area** to include: 15.1 Update from Cllr Johnson.

The climbing wall has been repaired. The poor weather has meant no other works have been carried out.

16. **Planning Matters** to include any applications/decisions received since the agenda was posted.

16.1 TPO 344 (1973) Tree Preservation Order - Group of mixed species including Ash, Haze, Hawthorn, Field Maple and Bramble (W18 on order) - Fell or Coppice within 1 metre of inner brow of ditch and crown raise any trees overhanging the track by 8 metres. 1 Heath Cottages Barton Road Great Livermere IP31 1JQ. **No objection.**

16.2 DC/18/0314/HH 1no. Conservatory to rear elevation.

35 The Street, Gt Livermere. Mr Smith-Weston. **No objection**

16.2. Criteria for lawful consent

Criteria for lawful development

Following discussion about the laws under permitted development, the Clerk provided the Council with the following information

Under the rules, the 'original' (as it stood in or prior to 1948) rear wall of a detached home can be extended (subject to the neighbour consultation scheme) by up to 8m in depth with a **single storey extension**; this is reduced to 6m if you live in a semi or terrace. If your proposed new extension will be within 2m of a boundary, then the eaves height is limited to 3m under Permitted Development. Otherwise, a single storey rear extension must be no higher than 4m.

If you hope to build a **two-storey extension** (no higher than the house), this can project up to 3m from the original rear wall, so long as it is at least 7m from the rear boundary. It's also important to note that no extension can project beyond or be added to what is deemed to be the front of the house or an elevation which affronts the highway. And a side extension cannot make up more than half your house's width.

In the past volume limitations were applied to the entire house — so if you extended, you were unlikely to be able to [convert your loft](#) under Permitted Development rights as well. The good news is that the latter has now been separated out, allowing you to undertake both without one restricting the other.

So, you can also convert your loft into a bedroom or extra living space by up to 50m³ in a detached house, or by 40m³ within any other home. Flush rooflights or those which do not project further than 150mm are permitted, but you will need permission to add a [dormer window](#) on any roof elevation which faces the highway.

However, you cannot cover more than 50% of the land around your house with extensions (including extensions by previous owners), and you have to include any outbuildings when calculating this coverage. Sheds and other outbuildings count in this calculation.

17. Councillors reports and items for future agendas.

It is unclear where the spare battery and key for the padlock, for the Speed Indicator Device, SID, are. Following discussion, it was agreed that we should look at the possibility of purchasing our own SID. The Clerk will speak to Troston about the possibility of them taking the current SID on and compensating us financially. This matter will go on the next agenda for further discussion.

Two trees came down in the recent high winds, in Church Road. The Clerk will look in to who is responsible for these and see if replacement trees are going to be replanted. **Action Clerk**

18. Data Protection Act To discuss future arrangements to comply with new Data Protection laws.

To discuss future arrangements to comply with new Data Protection laws and approve Standard Agreement.

LCPAS have provided the Parish Council with a Standard Agreement, the Clerk will circulate the document for approval and sign and send off to LCPAS if all the Councillors are happy.

19. Litter pick Update following litter pick

The litter pick was a success again this year with a good turn out and over 10 bags of rubbish collected.

20. Correspondence for information

20.1 LCPAS. The Committee on Standards in Public Life is undertaking a review of local government ethical standards consultation. Noted

20.2 LCPAS Planning update. Noted

21. Date for next meetings: 22 May 2018.

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

22.1 Personnel Issues. To discuss option of Clerk's pension. Discussion deferred until May Meeting.

22.2 Legal Issues. To discuss Clerks contract of employment. Discussion deferred until May Meeting.