

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Annual Parish Council meeting held on Tuesday 9th May 2017
7:30pm in Great Livermere Village Hall.

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

1. **Apologies for absence**

2. **Election of Chairman**

Cllr Hartley nominated Cllr Hudson for the position of Chairman. This was seconded by Cllr Clay. Cllr Hudson accepted the role as Chairman

3. **Chairman's Declaration of Acceptance of Office**

Cllr Hudson completed the Declaration of Acceptance of office

4. **Election of Vice Chairman**

Cllr Coates nominated Cllr Hartley for the position of Vice Chairman. This was seconded by Cllr Johnson. Cllr Hartley accepted the role as Vice Chairman.

5. **To elect Council Officers and Representatives to outside bodies**

Cllr Clay was elected as the Parish Council representative on the Village Hall Committee.

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

There are currently two vacancies on the Parish Council.

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

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

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

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

8. **Minutes** Minutes of the 28th March 2017 meeting agreed and signed as a correct record.

Meeting Adjourned

9. **Meeting open to the public**

No matters raised.

10. **Report from County Councillor:**

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

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

Cllr Brown reported that St Edmundsbury had spent a lot of the previous year working towards Devolution and looking at various schemes that the extra funding from this would support. These include a new waste hub and the Bury Masterplan. Unfortunately, due to Norfolk County Council pulling out of the devolution deal, Suffolk County Council had no option but not to proceed. This means that funding for the Waste Hub and Masterplan will need to be found elsewhere. This could be revenue from extra housing or other, more commercial, planning applications. It is likely that St Edmundsbury Borough Council and Forest Heath will formally merge. They have been sharing services, and saving money, for some time, but this move will formalise the arrangement.

12. **Police Newsletter**

This has been circulated.

Meeting reconvened

13. Progress reports. For information, from:

13.2 Clerk:

13.2.1 General Power of Competence.

It was decided not to adopt this power at this time.

13.2.2 Procurement Contract. Adoption of document.

Cllr Hudson would like the opportunity to consider this document further. **Action Chairman**

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

14.1.1 V Gay, Clerks wages for Apr/May	100002	£301.94
14.1.2 HMR&C Tax	100003	£75.40
14.1.3 Came and Co, insurance	100004	£295.74
14.1.4 V Gay, Expenses	100005	£12.89

14.2 End of Year Accounts. Confirmation of Accounts for submission

The Clerk has prepared the end of year accounts and these have been checked by Cllr Johnson. Full council agreed to the accounting statement and the Clerk will submit them for internal audit prior to submitting them for external audit. **Action Clerk**

14.3 Transparency Code fund

The Clerk confirmed we have been awarded £738.56 from the Transparency Code fund. £330 of this is for the purchase of a laptop computer. It was agreed to look at different options, regarding which laptop to purchase, that would best suit the needs of the Council.

14.4 Barclays Bank, confirmation of account, arrangements for transfer from Lloyds

A cheque was raised, from the Lloyds account for £18324.12 for payment in to the Barclays account. Once this is cleared the Clerk will send off the cheques raised, from the new Barclays account, at this meeting

15. Bus Shelter to include:

15. 1 New noticeboard.

The notice board has been delivered and the Clerk is arranging to meet the contractors on site regarding its installation. **Action Clerk**

15.2 Cleaning

Cllr Clay will arrange for a local window cleaner to clean the bus shelter, 3 times a year, at a cost of £15 per clean. **Action Cllr Clay**

16. Welcome Pack. Update from Cllr Hartley

We are still trying to locate an electronic version of the pack. Cllr Clay will see if he is able to scan the hard copy and convert to text. **Action Cllr Clay**

17. Highway/village matters to include:

The Clerk met with an officer from SCC last year about an additional cross- road sign for the junction of the Street and Bury Road. It was agreed an extra one was needed in the Street before the cross- roads and we were told we could have it in the new financial year. The Clerk will chase this matter up. Also, the issue regarding the faded road markings at this junction was raised. They are so faded it is not clear who has the right of way and it is felt that it is only a matter of time before a serious action occurs. **Action Clerk**

18. Village Hall:

In the last year the kitchen has been re-furbished, mainly due to the hard work of Cllr Clay and with financial help from Simon Brown at St Edmundsbury Borough Council. The Auction and Coffee mornings are still going strong. The recent quiz night was great fun, with about 12 in attendance. The annual fun day will be held on September the 3rd. All are welcome.

19 Play Area

Cllr Johnson is contacting an officer from SEBC regarding a problem with the bridge. It was noted in the recent report that the cable ties on the slide are considered to be a hazard. It was agreed that these should be removed. Cllr Johnson will action this.

20. Planning Matters

None received.

21. Councillors reports and items for future agendas.

There is a bush obscuring the cross-road sign, Cllr Hudson will cut this back. **Action Chairman**

The Clerk put in a request to Royal Mail to repaint the post box. It appears that this has now been done.

Cllr Hudson has replaced the broken pane in the phone box.

The bench next to the phone box has a broken slat. The Clerk will arrange for this to be repaired.
Action Clerk

The bulb in the phone box has gone. The Chairman will investigate this. **Action Chairman**

A street light in Church Road is not working. Cllr Hartley will report this. **Action Cllr Hartley**

It was noted that the gully's have been jetted out but there was a lot of debris on the road that, when it rains, will be washed back into them. The Clerk will ask for the street sweeper to visit the village to avoid this happening.
Action Clerk

It was requested that 2 new brackets be ordered for the VAS. The Clerk will organise this.
Action Clerk

22. Review of Standing Orders, Financial Orders, Risk Assessment and Asset Register

These have been circulated for approval at the next meeting. **Action All**

23. Correspondence for information

None received.

24. Date for next meetings: 18th July then 26th September then 28th November 2017

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

25.1 Personnel Issues. None.

25.2 Legal Issues. None.