

## GLEMSFORD PARISH COUNCIL MINUTES

For the meeting held on Tuesday 14th June 2011 at 7.15 pm

at Glemsford Village Hall

**Present:** Cllr. Young, Cllr. Brown, Cllr. Thake, Cllr. Mallalieu, Cllr. Sandford, Cllr. Southgate, Cllr. Bloomfield, Cllr. Plumb, Cllr. Carr.

### **1. Apologies for Absence.**

Cllr Dining-Cole, Cllr Kemp

### **2. Police Matters.**

This report covers the period from 10th May 2011 to 13th June 2011

During this time there has been 13 crimes recorded within the parish, this compares to 27 crimes for the same period last year.

#### BREAKDOWN OF CRIME

Burglary Dwelling – 1 Report

\* A property in Plum Street was broken into during the evening of the 10/06/11. £700 worth of goods stolen and £600 worth of damage caused. SU/11/1287

Burglary Other Building – 2 Reports

\* On the night of 04/06/11 an attempt break in was made to Broadway stores in Fair Green whereby £100 worth of damage was caused. SU/11/1232

\* On the night of 31/05/11 a shed was broken into on Chequers Lane. No publicity requested therefore no further information available. SU/11/1224

Vehicle Crime – 2 Reports

\* A theft of motor vehicle took place from Crownfield Road on the night of 03/06/11. No publicity requested therefore no further information available. SU/11/1233

\* An attempted theft of motor vehicle took place from Crownfield Road on the night of 03/06/11. No publicity requested therefore no further information available. SU/11/1241

Assault/Public Order – 1 Report

\* Minor Wound without intent. No publicity requested therefore no further information available. SU/11/1077

Theft – 1 Report

\* On the evening of 14/05/11 a pedal cycle was stolen from a drive in First Avenue. SU/11/1241

Criminal Damage – 1 Report

\* Damage to a property in Slades Close. No publicity requested therefore no further information. SU/11/1262

Other – 5 Reports

\* Produce and possession of a controlled drug. No publicity requested therefore no further information available. SU/11/1063 – SU/11/1065

\* Harassment. No publicity requested therefore no further information available. SU/11/1107

\* Malicious Communications. No publicity requested therefore no further information available. SU/11/1293

\* Malicious Communications. No publicity requested therefore no further information available. SU/11/1310

\* Fraud - no publicity requested therefore no further information available. SU/11/1284

If you have any information that would be of interest regarding this or any other offences, please let Babergh West SNT know or contact Crimestoppers anonymously.

If you have any information that would be of interest regarding this or any other offences, please let Babergh West SNT know or contact Crimestoppers anonymously.

It is pleasing to see a decrease in crimes reported between the above dates, especially as we are noticing an increase in the amount of reported crime in the rural communities with regard to theft of heating oil and metals. With regard to the crimes reported, tailored crime prevention advice has been given to both victims help them be more security aware and prevent them from becoming victims again in the future. I would estimate around 50% of reported crimes could have been prevented if the owners of property were more security aware and not leave their property insecure or valuables on display.

If you have any local issues or concerns and wish to discuss these or have some tailored crime prevention advice please do not hesitate to contact me or another one of the Babergh West Safer Neighbourhood team on the details below.

PCSO 3231 Partington  
Babergh West SNT  
17 June 2011  
Telephone: 01473 613500

### **Police Questions**

Cllr. Young asked about property damage that was done in Brook Street, the person responsible was caught. It was said that he agreed to pay for the damage although this has not yet happened. PCSO Partington advised that Cllr. Young should contact the victims and get them to contact the her so the matter can be chased up.

### **3. To confirm and sign the Minutes of the meeting held on 10th May 2011 and the planning meeting held on 24th May 2011.**

Cllr. Plumb requested an amendment be made to those minutes, Cllr. Carr will do this and re-circulated. Prop Cllr. Plumb Seconded Cllr. Southgate.

Vote For: 7

Abstained: 2

### **3a. To ratify the motions put forward at the APM from 28th April 2011.**

- \* To rejoin SALC - Cllr. Plumb explained that the matter is in hand needs to be completed
- \* To provide an itemised list of transactions at each APM. Cllr. Mallalieu explained that the full books are not available at this time but there is a break down of figures available.
- \* To write to all organisations and invite them to the next APM and clarify said organisations - Cllr. Young will do this nearer to the time.
- \* To provide the full accounts at the APM - That will done.
- \* To provide financial support for the Library and to waive the pepper corn rent.

Cllr. Thake wished to propose that the necessary information is not yet available therefore we can not make a definite decision. Seconded Cllr. Plumb  
Vote for: 9

**3b. To discuss the public discussion time for planning applications.**

Cllr. Mallalieu proposed that 3mins of discussion time should be allowed for both the applicant and any opposers (who would need to join together and choose one spoke person), prior to the Councillors discussion of the individual applications. Seconded Cllr. Carr  
Vote: 9

**4. Public Question Time.**

Mrs Casey - Between Flax lane and Pearsons Drive the hedge needs maintenance. It was also requested if permanent wheel chair access could be provided at the Village Hall. These will be looked into.

Harriet North wished to give updates:

Glemfest - The TEN application is approved it just needs to have the contact name changed, Cllr. Carr will have this amended.

Library - Harriet wished to clarify that the Parish Council is still in full backing for the Friend Of Glemsford Library, Harriet explained that The Christopher Centre in Sudbury offers workshops to assist. Harriet expressed that a business plan will need to be prepared just in case it is required. Cllr. Thake explained that once again the Council will give full support where possible and if required. Cllr. Mallalieu wished to inform the Council that Harriet and herself have been invited to attend a Video Conference in Ipswich on 21st June, which will be linked in to 'The Future of the Library Services in the Big Society', they will then report back to the rest of the Parish Council.

Harriet expressed thanks to Cllr. Carr for organising the May litter pick and wished to let everyone know another will be arranged for the week before Glemfest, beginning at Glemsford Village Hall. Also there is an Open day at Glemsford School between 1-4 Saturday 18<sup>th</sup> June.

**5. Suffolk County Councillors Report (Mr. R. Kemp).**

Not received as Richard is on holiday.

**5a. To discuss the crossing proposals for Glemsford.**

Currently £5000.00 is available for the crossing and a further £14,500.00 is required, more funds are hoping to be applied for.

Cllr. Carr would like to arrange fundraising events in support of this and will be in contact with the school to see if they can assist.

**6. District Councillors' Reports.**

Cllr. Thake confirmed that the full merger will not be happening. The new Chief Executive Charlie Adan has been appointed. The main topic ongoing is identifying where cuts/savings can be made across all sectors. The figure would need to match that, that would have supposedly have been saved if the full merger had taken place. It was expressed by the Cllr. Young that Mid-Suffolk would have been merging with a huge debt therefore would not have merged as equals financially, he awaits to see how much the half-merger has cost or will save.

## **7. Clerk's Report.**

Not Available

## **8. Financial Matters**

The finance committee elected Cllr. Mallalieu as their spokesperson.

### Substitute for a proper finance report

Cllr Mallalieu explained that a proper report could not be given due to the unavailability of the financial records.

However there was about £5000 in the reserve account, about £1400 in the Sports club account and around £36,000 to £38,000 in the main account.

A summary of accounts, which had been prepared by the Clerk Sara Turner, was presented. Cllr Mallalieu said this was un-audited but showed how much more had been spent than had come in. In the past there had been no system to control finances. She said that in future a cash flow statement would be used along side a budget to make sure that money was used carefully.

Vandalism had caused a great deal of expense.

Cllr Mallalieu also mentioned that a new signature mandate was needed for the Bank.

The overall view is that money needs to be saved and spending needs to be curbed and controlled and we need to ensure that we are always getting value for money.

The village Hall diary will need to be obtained so future income can be ascertained.

Income was £75 which was the banking of a float from the previous Glemfest.

### Expenditure

Wages, by direct debit £1702

Cheques to be raised-

Babergh D C £40

(Green waste bin in Graveyard)

Inland Rev(Post Office) £490.80

D.Teasdale

(repairs to village Hall) £285

DVLC £130

(First Responders Car Tax)

SALC £930

(Membership £775 plus VAT)

### **8.a To discuss the S106 provision for a new play area in the village.**

Cllr. Thake explained that the money is available for the equipment and building of the new play area, however the Parish Council will need to take care of all the maintenance costs and insurance. Cllr. Carr will contact Mark Tavener regarding the up-to-date figures.

### **8.b To ask Finance Committee to look into a new High Interest savings option.**

Not currently enough money available to do this.

## **9. Planning Matters**

Cllr. Thake does not take part in any application decisions as he is a member of the development committee at Babergh.

### Public Planning Application Question Time

Mr Martin Birkin wished to explain that the two Leylandi which he has applied for consent to be removed, are pictured in the plans of the 35 Hunts Hill application.

A concerned resident wish to point out that at Lower Road Glemsford an ariel has been erected without permission, which effects all local residents TV reception. Other issues, which correct permission has not been obtain for, are a large parking area and various other items. Cllr. Thake advised that all these items would need to be documented and then forwarded to Babergh. This will be done, then the relative action taken.

### **a. New Applications**

B/11/00390/FUL Brookfield Place, Low Street, Glemsford. CO10 7QF

Conversion and change of use of stables to cattery. Erection of rear extension.

Recommend for approval

Proposed Cllr. Southgate Seconded Cllr. Bloomfield

Vote: 9

B/11/00654/FHA 35 Hunts Hill, Glemsford. CO10 7RP

Erection of two-story side extension and detached garage.

Recommend for approval.

Proposed Cllr. Mallalieu Seconded Cllr. Plumb

Vote: 9

B/11/00653/TCA Hunts Hill House, 35a Hunts Hill, Glemsford. CO10 7RP

Removal of 2 No. Leylandi.

Recommend for approval

Proposed Cllr. Mallalieu Seconded Cllr. Plumb

Vote: 9

B/11/00610/FUL Stour Valley Centre, Lower Road, Glemsford.

Construction of barn (existing nissen hut building to be demolished). Removal of condition 3 of the planning permission No B/80/473 (condition 3 restricted the benefit of the planning permission to Mr D Driscoll and his family and for no other persons, body or organisation).

Recommend for refusal - on the grounds of over development

Proposed Cllr. Bloomfield Seconded Cllr. Brown

Vote: 9

### **b. Applications Granted**

B/11/00351/FHA 60 Kings Road

Erection of two-storey rear extension.

B/11/00348/FHA 26 Park Lane

Erection of two-storey side extension.

B/11/00398/FHA Mount Lofty Lodge, Skates Hill

Erection of two-storey extension and alterations to main building.

B/11/00387/LBC The Crown, Brook Street

Application for Listed Building Consent – Replacement of render to all elevations; remove paint from brick and flint work; external redecoration.

B/11/00389/FUL Brookfield Place, Low Street

Erection of ménage.

B/11/00160/FHA 2 Stone Cottages  
Erection of decking area/platform (retention of).

**c. Applications Refused**

B/11/00347/FHA 69 Brook Street

Insertion of 2 no. replacement windows to front elevation (scheme also includes insertion of 1 no. replacement window and 1 no. replacement door to side elevation, and insertion of 2 no. replacement windows to rear elevation.

**d. Any Other Planning Matters**

To discuss the provision of an agenda item for parishioners to talk about planning items. Already discussed

B/10/00797/CAC 2-4 Brook Street

Application for Conservation Area Consent – Demolition of former office and workshop buildings.

An appeal for 2-4 Brook Street, Glemsford will be 25 Aug 10.00am Cllr. Thake explained that a letter will need to be sent in, whether in agreement of the plans or not, if we wish to have the right to attend and talk at that meeting. Cllr. Plumb proposed that we need to do this and a representative will be decided later.

Seconded Cllr. Carr

Vote: 9

Cllr. Young said he will send a letter regarding this.

B/11/00427/FUL New Street Farm, New Street

Application withdrawn.

**10. Correspondence**

A letter received from Babergh regarding the appointment of the new shared Chief Executive, Charlie Aden.

**10.a To discuss emails from SALC and other parties.**

Cllr. Thake wished to express that he made an investigation on behalf of Cllr. Young and himself and invited anyone else to make their own investigation, regarding the letter received stating an illegal meeting had taken place. Cllr. Thake found this to have no standing and wished it to be noted that there is no case for the Parish Council to answer. Cllr. Plumb expressed that he was disappointed no further action could be taken, however the alleged complaint had not been recorded/documentated correctly by police. When Cllr. Plumb made his remarks Cllr. Thake did ask him for date of any such meeting which he was unable to supply to the Parish Council/Clerk.

Cllr. Mallalieu wished to comment once again that joining SALC is vital, so if any further issues present themselves, the correct advice can be sought after.

**11. To discuss resurrecting the Village Hall Committee and the Playing Field Committee, and to discuss the Sports Club Committee.**

Cllr. Young wishes to see the Village Hall Committee resurrected, he would like all users to be on this committee as well two Parish Councillors. Cllr. Plumb expressed that the absent Cllr. Dining-Cole may well like to volunteer for this post.

Cllr. Thake explained the Charities Commission will need to be contacted to get a list of up to date rules and regulations to see who can stand on a Hall Committee. Cllr. Carr will tend to this. Cllr. Thake would like to propose that this is agreed to in principal, pending further information from Charities Commission

Seconded Cllr Bloomfield

Vote: 9

Cllr. Thake requested permission to approach Mr Colin Parmenter regarding the playing field committee. He explained that there are currently five existing trustee's, who would need to call a AGM so new representatives could need to be elected. Cllr. Mallalieu asked if the current insurance policy which covers the Playing Field Committee is still relevant, Mr Colin Parmenter has said he would look into this.

Regarding the Sports Committee Cllr. Young asked if Robbie Benson would be able to be contacted, to see if he will attend the next meeting to inform us about the Sports Group. Cllr. Carr will get in touch with him to see if he will do this.

**11a. To discuss Youth activities and facilities.**

Cllr. Mallalieu wished to express that this item will need to be looked into further to see how we can improve our services.

Cllr. Plumb expressed that the Scouts would like to re-group in this area and would the Parish Council be in favour of supporting this.

Proposed Cllr. Thake Seconded Cllr. Bloomfield

Vote: 9

**11b. To discuss communications, including website.**

Cllr Young approached Mr Tony Callender to give an up-date regarding the web.

Tony recommends that we start again. Our Website is not the easiest to maintain nor is it modern/up to date. We need to think again about how we want our website to look. Cllr. Plumb and Cllr. Carr will arrange to meet up with Tony to take this further.

Cllr. Plumb would like to propose that we really think about how we communicate with the village to see how we can improve this, therefore this item needs to be kept on the agenda. Seconded Cllr. Carr

Cllr. Mallalieu said that we should look into putting an advert in The Glemsford Matters magazine with all relevant information needed.

Cllr. Plumb and Cllr. Carr will look into further ways of communicating with our Village.

**11c. To discuss Village Hall.**

Cllr. Mallalieu is concerned that the Village Hall needs to be tidied up. Also the possibility that it may be worth looking into new Licensing. All in all it needs to begin to make money.

Cllr. Plumb left the Hall.

Cllr. Mallalieu said that she had received one quote, so far, regarding some of the work needed in the Village Hall, more quotes will be obtained.

Cllr. Plumb returned.

Cllr. Thake proposed that if Cllr. Mallalieu could get the full costs of fully repairing the hall this could then reported back at the next meeting. Seconded Cllr. Bloomfield

**12. To discuss forward planning.**

Cllr. Plumb explained that Cllr. Dining-Cole would like to see a three and/or maybe a five year plan for our village. We need to start thinking about things we would like to achieve within those timescales. So could this item needs be left on the agenda.

Cllr. Young read a letter from Babergh asking if we would require an annual inspection of our play area. Cllr. Mallalieu proposed that we do require this . Cllr. Carr to arrange Seconded Cllr. Bloomfield  
Vote: 9

Cllr. Brown contacted Kevin Howe regarding the works required to the sign which he is happy to undertake for free, this will be done as and when he is available.

Cllr. Brown arranged a meeting with the Highways Department regarding the flooding in Flax Lane, the responsibility of this area, either Highways or Anglia Water, will be looked into and fixed either way. This is a positive result as the problem in that area has been on going for a long period of time. Cllr. Brown also confirmed that road surfacing required throughout the village, will also be looked into.

Cllr. Brown asked if the Planning Application Training is still available/running. Cllr. Thake explained that this is still running and when it is next on, we will all be contacted. Cllr. Thake also stated the that he is happy to answer any questions and help in any way that he can with regard to planning applications.

Cllr. Brown also wished to thank Cllr. Carr for organising the litter pick.

Cllr. Brown wished to inform that he and Cllr, Carr have been looking into a irregular plots at the Cemetery, this will need to be rectified to prevent further problems and will need to be addressed once the cemetery maps are available. Also the possibility of have our own ashes burial digger maybe a solution. This item needs to be left on the agenda.

Cllr. Sandford left the Hall.

Streetlights not working at 90 Post office Lane and 94 Gowers End. Cllr. Carr to report and advise on the street lighting number irregularities. The street light in Bells Lane is on permanently still, Cllr. Carr to report.  
Cllr. Sandford returned.

Cllr. Mallalieu asked if the letter we were awaiting from the bank for has arrived, Cllr. Young said not as yet, so this will be looked into.

### **13. Action Sheets**

All matters are either resolved or being looked into.  
Cllr. Plumb left the meeting then returned within 5 minutes.

### **14. Any Other Matters.**

None.

Parish Council Meeting Closed 20.45

### **15. Next Meeting: 12th July 2011.**

Signed .....

Date .....