

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Tuesday 28th January 7:30pm in Great Livermere Village Hall.

Present: Cllrs: A Hudson, J Hartley, H Johnston, A Johnston & B Bryers

1. **Apologies for absence**, WS Cllr S Brown & C. Cllr Hopfensperger

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

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 Tuesday 26th November 2019 meeting were agreed and signed as a correct record.

5. **Meeting open to the public**

Diana Patrick, from the Rural Coffee Caravan, came to speak about Village Energy Events and services offered by the Caravan. The Rural Coffee Caravan is supporting the Warm Homes Healthy People initiative that is in partnership with the Suffolk District Councils and Suffolk County Council. It has in mind those more vulnerable within our community who financially may need support and assistance with their energy/fuel supplies. There are various ways for them to help, be it their slipper exchanges, free Ferrules, thermostats, carbon monoxide alarms, even UK Power Network priority network boxes for the vulnerable, which help to give an all-round keeping warm and safe in winter approach. They would like to come to Great Livermere. The Parish Council felt this was an important initiative and would welcome the caravan coming to the village. The Clerk will liaise with the organisers to arrange a suitable date.

Action Clerk

The issues with feral chickens was discussed again. The Clerk is still waiting to hear from the pest controller and Ben Turner was unable to attend the meeting. We will continue to investigate what, if anything, the Parish Council is able to do. Cllr Byers will speak to local residents and the Clerk will seek guidance from Defra and write to Ben Turner. It will be an agenda item for the March meeting.

Action Cllr Byers/Clerk

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

Cllr Hopfensperger was unable to attend the meeting and sent the following report: Suffolk County Council is now in a position to provide further information regarding the development of new Special Educational Needs and Disability (SEND) units attached to mainstream schools in the county. The authority is very pleased to announce that, following a thorough evaluation process, a number of suitable schools have been identified to develop:

Two Generic Key Stage 1 Units – Pipers Vale Primary Academy and Burton End Primary Academy

Three Communication and Interaction Key Stage 2 Units – Murrayfield Primary Academy, Houldsworth Valley Primary Academy, and Causton Junior School

One Cognition and Learning Key Stage 2 Unit – Clements Primary Academy

Three Communication and Interaction Key Stage 3/4 Units – Copleston High School, Ixworth School, and Newmarket Academy

One Cognition and Learning Key Stage 3/4 Unit – Castle Manor Primary Academy.

In total, this means an additional 168 new specialist placements will be available for children and their families in Suffolk from September 2020, on top of existing specialist provision. Successful schools are currently working with the council to ensure the appropriate infrastructure and support is in place to enable these new units to be open in September 2020.

A further commissioning round will begin in Spring 2020 and will consider further expressions of interest from mainstream schools who hope to open units in September 2021. This will include targeted work from our provider development team in areas of the county where gaps have been identified to ensure we are able to offer local provision for our children and their families.

Please contact Jamie Mills Jamie.mills@suffolk.gov.uk for further information if your school is interested in developing a SEND unit.

Suffolk Fire and Rescue Service rated “Good” in Government inspection

Suffolk Fire and Rescue Service has been rated "Good" for its effectiveness, efficiency and how well it leads and manages its staff.

Suffolk Fire and Rescue Service has undergone its most comprehensive, independent inspection in many years and has been rated as “Good” for its effectiveness, efficiency and how well it leads and manages its staff.

The findings come from a report published on 17 December by Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS), who inspected Suffolk’s service earlier this year. Inspectors reviewed every aspect of the service, from how we respond to 999 emergencies, to looking at policies and interviewing a wide range of firefighters and staff.

The report praised many aspects of the service, particularly how well it collaborates with other emergency services and agencies, how it responds to fires and other emergencies, how it ensures fairness and promotes diversity, and the financially sound way the service is run.

HMICFRS has now completed its first inspection of all 45 fire and rescue services across the country. These will continue to happen regularly, and it is proposed that Suffolk will be inspected again in 2021.

HMICFRS will also be publishing its ‘State of the Nation’ report summarising the findings from the inspections of all 45 fire and rescue services in England in the coming weeks.

Help us review countywide Children’s Centre Services to expand offer for families and children aged 0-19

At 9am on Friday 10 January 2020, Suffolk County Council launched a review of its Children’s Centre service with a view to strengthening its current family offer and expanding services for the most vulnerable families and children aged 0-19 across the county.

There will be no reduction in service budget as a result of this review. In fact, any savings made through the process, such as existing building costs, will be re-invested back into the 0-19 service to strengthen the current offer to families and to help develop future provision for young people and their families across Suffolk. It is important to note that this also means there will be no staff redundancies as part of this review.

The consultation, will run for the next seven weeks until 5pm on Sunday 1 March 2020. Details of the process, all supporting information and the consultation questionnaire can be found on the council’s website at www.suffolk.gov.uk/ccconsultation from 9am on 10 January.

Anyone who does not have internet access can complete the online questionnaire at their local library for free or request a hard copy or Easy Read version of the questionnaire by calling **0345 603 1842**.

As part of the consultation, there will be a number of public drop-in events taking place across Suffolk where any families interested in taking part in the consultation can meet members of the service team:

Tuesday 21 January 10am - 12pm at **St Marks Church Hall, Lowestoft**

Tuesday 28 January 10am - 12pm at **Whitton Clinic, Ipswich**

Tuesday 28 January 2pm - 4pm at **Stevenson Centre, Great Cornard**

Wednesday 29 January 10am - 12pm at **Woodbridge Library, Woodbridge**

Thursday 30 January 10am – 12pm at **the Apex, studio 2, Bury St Edmunds**

An extensive period of research and evaluation into current service provision was undertaken ahead of developing the proposal. This involved local analysis of each centre to understand how many local families have access to the site, who uses it and how far it is away from other community facilities that deliver family services including local libraries. Details of this research were published in the Cabinet report on 16 July 2019. The research focused on:

The need for nursery provision in the area

The level of local deprivation
The existing 'Outreach' offer
The cost of running the Children's Centre
Usage of the buildings by partners e.g. Health
The attendance of vulnerable families in areas where Children's Centre buildings have previously closed

As a result of this research, a proposal has been developed as part of the review which suggests the following future approach:

Develop 16 full-time Family Hubs

Develop 11 part-time Family Hubs

Re-purpose nine sites for much needed nursery place provision or school provision that do not offer suitable accommodation for a Family Hub or where there are not enough nursery places

Increase the existing Outreach service across Suffolk

Close two buildings that cannot be re-purposed as a Family Hub and are unsuitable for use as nursery or school provision

Retain and improve the existing service offer through Suffolk Libraries

What is a Family Hub? Family Hubs will be at the heart of the service going forward and will provide the location from where services are delivered and coordinated. The proposal is to have at least one main Family Hub in each area of Suffolk and provide services from other community sites closer to families. A Family Hub offers a range of services to families for all children and young people aged 0-19 and carers, with a particular focus on supporting the most vulnerable. Part-time Family Hubs will be smaller sites incorporating a number of services e.g. Midwifery, Speech and Language, Child Health Clinics and group work delivered by the council or its partners. Part-time Family Hubs allow staff to provide Outreach services at other venues in nearby rural communities. When the part-time Family Hub is not in use by Family Hub staff, the building can be used by partners to maximise usage.

What is Outreach? One way to support the most vulnerable families accessing services closer to where they live is by bringing services to them through Outreach. Outreach refers to services that the council can deliver on a mobile basis, in locations where they are needed. This will support existing community activities such as parent and toddler groups and use some of the community venues such as community centres, village halls, sports centres to deliver Outreach services. Working with the community ensures delivery of the right services for families; this could be providing a Stay and Play group, or offering tailored individual family support. This is an important way of supporting families and helping more children and young people get access to high quality play experiences while supporting their health and wellbeing. Outreach provides help, information, advice and guidance to isolated families who without it, might not otherwise have access to such services.

What is meant by Re-purposing? Some existing Children's Centre buildings have been identified as potential sites to support the delivery of much needed additional nursery and school provision. These sites would be re-designated from their current use and provide primarily nursery services in addition to some Outreach services for families.

Underpinning the review is the fact that no savings are being made as result of adopting this approach. Any potential savings made through re-purposing or closing current sites will be reinvested into the service to support the additional Outreach offer and support services managed through Family Hubs.

Highway Permit Scheme for Road Works and Street Works

Today at cabinet it was approved to introduce a permit scheme for utility and other company who require to do work on the highway network. This will give assurance that road closures are co-ordinated, we'll advertised, carried out in a timely manner and that signs etc are cleared up quickly and effectively once work has been completed.

7. Report from B. Councillor: S. Brown

Cllr Brown was unable to attend the meeting and sent no report.

8. Progress reports. For information, from:

8.1. Chairman

The Chairman reported that the Road Side Nature reserve has been completely cut down. The Clerk will report this to SCC. **Action Clerk**

8.2 Clerk:

8.2.1 Works in village. Update on works

Everything on the list has now been completed. The Clerk will arrange payment. **Action Clerk**

8.2.2 SCC Highways Self Help Scheme, to discuss our requirement for works and:

I have spoken to our insurance and they say volunteers are covered depending on type of road, but they getting back to me to confirm this. Cllr A Andrews has completed his Signing and lighting training and passed.

8.2.3 Litter pick.

The Clerk contacted our insurance providers regarding the litter pick. They have advised if the County Council require all volunteers undertaking work on a highway to have 'Chapter 8 training' then this would be a requirement for the insurance for the individuals to be covered under the Parish Council. However, West Suffolk Council, who has responsibility for litter, guidance is that if litter picking is kept within the 30mph limit and that volunteers not be on the actual highway but using footpaths and on areas where there is no traffic, such as public open spaces, our insurance should offer adequate cover. There should be a risk assessment in place but this is somewhat outside of our control once volunteers have been told and then go off alone. The event is arrange for 14th March, meeting at the war memorial at 10.30am. Hopefully the insurance issue will be resolved before then. If not the Parish Council will not be involved with event but let local residents undertake it at their own risk. **Action Clerk**

8.2.4 Play area signs

These were received but unfortunately are too big for purpose. Barningham Parish Council are about to order some play area signs and the Clerk will arrange for them to purchase them from us. Cllr Hudson will see if he can source some smaller signs. The hedge at the entrance to the play area is very over grown. The Clerk will report this to Suffolk County Council.

Action Cllr Hudson/Clerk

8.2.5 Tree ownership

The clerk was contacted by the owner of a tree that is outside his house which he believed has become overgrown. The tree appears to sit on unregistered land. It does not fall under the ownership of SCC Highways nor is it within the title deeds of number 16. The properties appear to be Havebury although some have been sold off over the years. In 2007, the planning department did receive a TPO application, from the resident at that time of number 16, to carry out a 25% crown reduction. That application was granted. The application does not state who the owner was. Suffolk County Council has now accepted responsibility for the maintenance of this tree; however, it has been inspected and does not meet their intervention criteria at this stage. It is however been passed onto the cyclical team for maintenance in the future.

9 Finance.

9.1 To consider payments. To include:

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| 9.1.1 Admin expenses. | £513.10 |
| 9.1.2 P Chapman, village works. | £1550.00 |
| 9.1.3 Community Heartbeat Trust, Defibrillator. | £1580.00 |

9.2 Bank reconciliation and accounts update.

The Clerk provided the Councillors with a bank reconciliation, income and expenditure account details and a budget report.

Update from Barclays

There is going to be a change to the Community Account that means that if we have more than 3 signatories on the account, we will be charged. The Clerk has ascertained that we can make electronic payments, via Faster Payments. The Clerk would need to be a signatory and set up the payments and then one of the other signatories would need to authorise the payment. The Clerk proposed that we included on our next agenda a resolution to adopt electronic payments. A new mandate was signed authorising the Clerk, Cllr Hudson and Cllr H Johnston as signatories.

Action Clerk

10. Grass cutting contract

To discuss grass cutting for 2020/21

The Clerk has prepared a draft grass-cutting contract for 2020/21. She is meeting a contractor in the Churchyard on Friday. She will send this out to a number of local contractors. **Action Clerk**

11. Footpath leaflet

11.1 Update on progress.

A meeting is being held on Friday 31st Jan. We are getting close to finalising the leaflet.

11.2 Walking festival update.

Update on Invitation from SCC to include Gt Livermere in next years walking festival.

Unfortunately SCC find themselves over subscribed for the walking event next year and have therefore had to withdraw their offer to include Troston and Gt Livermere in the event. They would like to include us in a future year's event. We would be happy to be included.

12. Highway/village matters

12.1 VAS, to discuss repair and compare speed data.

The VAS is still waiting to be sent off for repair. The Clerk has looked and compared data from Morelock and Westcotec. The Morelock data seems more user friendly, not least because it is easy to export to excel. **Action Chair**

12.2 Feral Chickens, Troston Road, to discuss plans for control.

The Clerk has made contact with a local company about the problems with feral chickens, said they deal with bird issues. She is still waiting for them to get back to her with details. See also under item 5.

12.3 Update on jetting and street sweeping

It was understood that flow-line have been out today to jet the area. The Clerk will request that the street sweeper comes to the village again now this work has been done. **Action Clerk**

13. Village Hall

No report this month.

14. Defibrillator

14.1 Confirmation of awareness training.

The Clerk has arranged for some defibrillator training on Wednesday 26th February 2020 7pm in Troston Village Hall & Saturday 7th March 2020 3pm in Gt Livermere Village Hall. Residents for both villages are invited to attend either event. The Clerk will order 90 Flyers for the councillors to deliver. The Clerk was asked to check about the tax implication when paying a donation. She will also chase up our applications for funding to both West Suffolk and Suffolk county Council. **Action Clerk**

14.2 Arrangements for installation

Cllrs Byers son, a qualified electrician, has agreed to install the defibrillator, at a reduced cost.

15 Play Area to include:

15.1 Play area report.

No work has been carried out due to the bad weather.

16. Planning Matters

None received.

17. Councillors reports and items for future agendas.

Update from Cllr Johnston on Signing, Lighting and Guarding Training.

As mentioned under item 8.2.2 Cllr Johnston has passed the training.

The Telephone box library is functional again now the windows have been replaced. Cllr Byer has some shelving to put in the bottom of the box so that the books are not sitting on the floor. Cllr H Johnson will speak to the local residents who had been looking after the books previously to see if they wish to continue.

Action Cllrs Byers/ H Johnston

18. Correspondence for information

18.1 SALC, e bulletin, circulated.

19. Date for next meetings: 17th March 2020

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

20.1 Personnel Issues. None

20.2 Legal Issues. None