

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Wednesday 27th January 2021 7:30pm via zoom

Present: Cllrs: H Johnston, A Johnston, A Hudson, A Norburn, B Bryers, C. Cllr R Hopfensperger & Cllr S Brown.

1. **Apologies for absence** None.

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

Simon Charlton and Rachel Charlton were welcomed and co-opted on as members to Great Livermere Parish Council. The Clerk will submit the relevant paperwork.

Action Clerk

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 Wednesday 18th November 2020 meeting agreed and approved as a correct record.

5. **Meeting open to the public**

None present.

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

As we are all aware, we are back in full lockdown. Home but not alone is back in full service and there is a helpline offering Covid support including financial help. All bar four carehomes, in Suffolk, have been fully vaccinated. The others should be vaccinated once Covid restrictions allow. 67% of over 80's have now been vaccinated; there is a massive push to vaccinate all over 80's by mid-February. There are grants available to provide electric charging points at Village Halls. Cllr H Johnston will pass this information on to the village hall committee.

The issue with blocked drains and potholes was discussed. Cllr Hopfensperger has investigated the previous reports and she will chase these up. It was agreed that any issues, such as potholes and blocked drains must be reported using the online reporting tool at www.suffolk.gov.uk. The condition of the pavements on Livermere Road was discussed. There was some confusion over whether Suffolk County Council or West Suffolk Council was responsible for their clearing. Skirting would be SCC, sweeping would be WSC. Cllr Brown will look in to this.

Action Cllrs Hopfensperger/ Brown

Cllr Hopfensperger provide a full report from Suffolk County Council, which is available upon request from the Clerk. A brief overview is shown below. As of Monday 4 January, Suffolk is in line with national Covid-19 Restrictions – Moving into a national lockdown. Testing capacity has increased in response to demand.

More than one third of Suffolk's total confirmed coronavirus cases were recorded in the last two weeks, government data has shown. A total of 15,643 people have tested positive for the virus in the county as of January 2 – with 5,321 people testing positive from December 20 to January 2, making up 34% of all cases recorded in Suffolk by that point. While the figures show cases are significantly on the rise, testing has vastly increased in recent months when compared to the first wave of the coronavirus pandemic. Mobile testing has increased countywide, while a walk-in test centre has also opened at Portman Road, Ipswich, alongside the permanent test centre at Copdock.

Support payments available for those told to self-isolate on low incomes

As of the 24th December, more residents on low incomes or benefits can now get financial help if they are told to self-isolate due to COVID-19.

Suffolk 2020 fund projects to deliver over £2.5 million in new community-focused initiatives across the county

On the 18th **December**, new projects were announced as part of the Suffolk 2020 fund to support residents and improve the county for years to come.

The announced initiatives and projects are as followed:

New booking system and automatic number plate recognition at Household Waste Recycling Centres –

Adult Digital Learning - Developing new virtual learning tools and techniques and setting up a laptop loan scheme to strengthen and extend access to the Adult Learning Service for those living in digital and/or rural isolation.

Youth Work - Developing and supporting growth of grass roots organisations to deliver accessible, high quality provision for youths across Suffolk. Includes creation of a virtual 'Centre of Excellence' to share best practice and provide a 'one stop shop' of support for youth groups across Suffolk.

Discovering Suffolk – raising awareness of Suffolk's countryside and the county's rights of way network, promoting local (Covid-safe) outdoor activities across all of Suffolk with the development of a smartphone outdoor app and QR codes to engage new audiences.

Automated Number plate Recognition Speed Indicators – Devices will be installed at the roadside to tackle localised problems with speeding drivers.

Virtual Reality therapy - Engagement and coproduction with people living with dementia and their carers to explore and develop interactive and therapeutic experiences to support wellbeing.

Mobile Community 'Care Hubs' - Digitally equip and staff selected community vehicles accessing rural communities within Suffolk.

EV Vehicle Charging Points – Making grants available to install around 100 vehicle-charging points throughout the county.

Tree Planting - Increasing tree cover, through rural and urban planting schemes, planting approximately 100,000 trees over the next 18 months, establishing 'healing woodlands' to remember those lost to Covid-19, and increasing biodiversity along roadside verges.

Quiet Lanes - Encouraging the use of non-motorised vehicles and more considerate driving at lower speeds along a range of the community's self-selected rural lanes, with a view to adding 200 new lanes across Suffolk.

Proposed changes to Sizewell C application are step in right direction

On the 18th December, Suffolk County Council welcomed EDF Energy's movement towards reducing the number of additional heavy good vehicles on Suffolk's roads.

As part of its response to EDF Energy's latest community consultation on its application for Sizewell C, Suffolk County Council has welcomed the energy provider's movement towards reducing the number of additional heavy good vehicle movements on Suffolk's roads and increasing the use of rail and marine freight deliveries during site construction

Help shape guidance for new housing developments in Suffolk

On the 17th December, Suffolk County Council launched the Suffolk Design: Streets Guide, and is asking members of public for feedback in shaping new residential developments

Suffolk wins the Most Innovative Family Information Service award

On the 16th December, Suffolk won the Most Innovative Family Information Service award at the National Association of Family Information Service Awards (NAFIS), 2020.

Green light given for Council's new housing joint venture company

On the 9th December, Suffolk County Council's Cabinet gave the go ahead to create a joint venture company to lead new housing developments on some of its own land.

New cycle parking installed thanks to Government's emergency Active Travel Fund – Bury St Edmunds and Haverhill

In Bury St Edmunds two cycle parking racks have been installed on St Andrew Street South.

New public health report focuses on improving health for everyone

On the 3rd December, a new report was published by the director of public health which set out a blueprint for improving health for Suffolk residents, following the coronavirus pandemic

7. Report from B. Councillor: S. Brown

As discussed above there was some confusion over whether Suffolk County Council or West Suffolk Council was responsible for the clearing of the pavements in Livermere Road. Skirting would be SCC, sweeping would be WSC. Cllr Brown will look in to this. Cllr Brown has been asked about litter picking under the current Covid lockdown, he has taken advice and been advised that litter picking is not permitted at the moment.

Fraud Alert – Covid 19 vaccinations

Further to the information provided before Christmas, West Suffolk Council has received further information regarding a Covid-19 Vaccination scam. I have attached a flyer highlighting the text message which is being sent to people asking them to fill in their information on a fake NHS website. This has received national attention but please do share such information within your communities to continue to promote awareness of these scams.

Business Financial Support – there are three grants currently available for businesses in West Suffolk: the Local Restrictions Support Grant, the Additional Restrictions Grant January and February 2021 and the Closed Business Lockdown Payment. Please visit www.westsuffolk.gov.uk/c19business for further information.

Recycling Information – important updates are enclosed for all residents. They will receive information direct over the coming weeks from West Suffolk Council, if not already by now. But in case they haven't yet, please see the attached documents.

Bury Festival Cancelled – one of the key festival and events for Bury St. Edmunds in May has been cancelled, due to the uncertainty surrounding COVID.

Action Cllr Brown

8.1. Chairman

8.1.1 Defibrillator, to discuss issues with the defibrillator.

The defibrillator has not been working. Cllr H Johnston tried to sort the problem but in the end, it needed to be replaced. A new device is now in situ and working properly. Cllr H Johnston will continue to do weekly checks.

Action Cllr H Johnston

8.1.2 Welcome leaflet

Cllr H Johnston is working with Tony Redman on the Welcome leaflet; they are trying to include more historical information. It is hoped that, by the next meeting, the leaflet will be ready for printing. We have agreed, at a previous meeting, to make a contribution of £200 towards the printing costs.

Action Cllr H Johnston

8.1.2 Village Hall report.

The village hall reported that they were not taking any bookings until considerable changes have been made to the restrictions, otherwise cleaning before and after use just is not commercially viable. The finances have been supported by the grants available to the village halls. Fortunately, Dave Hurrell has been on the case with regards to this. They hope (like everyone) restrictions will gradually be loosened in the not so distant future. As discussed previously Cllr H Johnston will discuss the option of an electric car charging point at the village hall with the committee.

Action Cllr H Johnston

8.1.3 Feral Chickens

The Chicken/cockerel numbers appearing to be rising again. As discussed at previous meetings there is little the Parish Council can do about this matter, unless it is on their own land. We have no legal rights to address the problem on private land. The lack of natural predators in the area, due to the gamekeepers keeping fox numbers down, it is an ongoing situation. A conversation will be had with the gamekeepers regarding this problem. The Clerk will seek advice from Defra, around the issue of bird flu. The matter has been raised with West Suffolk and they will continue to monitor the situation.

Action Clerk

8.2 Clerk:

8.2.1 Church Road. Replacement trees.

It was confirmed that the trees blown down in the storms, in Church Road, were Oaks. The Clerk is arranging a site meeting with the Sicon charity to discuss their replacement.

8.2.2 Update on fallen fence.

The issue has now been resolved.

9 Finance.

9.1 The Following accounts were approved for payment:

Admin		£537.32
Jeff Wells	Bus shelter	£20.00
SALC	Training	£60.00

9.2 Bank reconciliation and accounts update.

The Clerk provided details of the transaction for approval an up to date bank reconciliation and a budget report.

9.3 Precept, grant update.

West Suffolk Council has received a grant from central Government to offset some of the impact Covid 19 has had on the tax base this year. They have passed this down to the Parishes and have asked if we want to adjust our precept request accordingly. Great Livermere has been awarded £84.00 in grant. It was agreed that this would not make a significant difference and therefore we would not be altering our precept request.

Action Clerk

10. Councillors Roles

10.1 Following the co-option of a new member, to confirm councillor's roles within the Parish Council

It was agreed that newly elected Cllr Simon Charlton would become our Local Community Contact.

11. Footpaths

11.1 Post for way makers

We still need to confirm how many posts we need. In the meantime Cllr Byers will get a quote for 10 x 100mm post and the post Crete needed to install them.

Action Cllr Byers/All

11.2 Update on fallen wall adjacent to the Paddock.

This has been reported but is still outstanding.

11.3 Request from Landowner/Rights of Way for walkers to remain on footpaths

There is an issue concerning Ixworth Bridleway 1, which connects into Great Livermere via Great Livermere Restricted Byway 2. One of the landowners along this route has reported that members of the public have been leaving the Public Right of Way and walking in his fields, causing damage to the crop. It was asked if the Parish Council could spread the message that walkers in the area must remain on the Public Rights of Way and not stray into the landowners' fields. Councillors who walk this route said that the footpath in question has been ploughed up. The Clerk will report this back to the Rights of Way Officer.

Action Clerk

There is another footpath, at the Ampton end of the village, which is blocked. Cllr Norburn will forward details of this to the Clerk and she will forward this on to the ROW officer.

Action Cllr Norburn/ Clerk

12. Highway/village matters

12.1 Condition of Troston Road pavement.

This was discussed under Cllr Hopfensperger and Cllr Browns reports. Cllr Brown is going to investigate who is responsible.

Action Cllr Brown

12.2 Potholes.

The importance of using the online reporting tool, on the SCC website, to report potholes was reiterated. It is far easier for Cllr Hopfensperger to investigate problems if they have been reported and assigned a report number.

12.3 Drain clearance.

Cllr Hopfensperger in investigating the reports that Cllr H Johnston has forwarded on to her.

Action Cllr Hopfensperger

13. Play area report

13.1 Report circulated & 13.2 Play area repairs

Cllr A Johnston has been trying to obtain some quotes for the play area repairs. So far he has only had one response. This was from Tramar. He has been promised a quote from another contractor, by next week. It was agreed that, as the quote from Tramar seemed reasonable, we should proceed with them if the quote from the other contractor was not forthcoming. It was agreed that we need to consider a gradual scheme of modernisation for the play area.

Action Cllr A Johnston

13.3 Play area inspection, to discuss Service Level Agreement with West Suffolk

Because of the disruption, the Coronavirus pandemic has had on services this year West Suffolk Council have not had the opportunity to properly review its position on play area inspections. They remain committed to reviewing this arrangement in the future. In the meantime, as per the arrangements last year, West Suffolk Council will continue to offer a standardised playground inspection service to all Parish, Town Councils and Playing Field Associations without a charge for the financial year 2021/22. This service includes a monthly inspection by an officer from the West Suffolk Councils Parks Service and an annual inspection by an external organisation.

In order for our organisation to take up this arrangement, they need the signed contract by 28th February 2021. The Clerk will action this.

Action Clerk

14. VAS Report

14.1 Update on post situations and data collection.

The device seems to be having the desired effect of slowing traffic down. The Clerk will share some information with the Councillors, from the original request for posts, which can be used to look at sites for potential additional posts. It was noted that data collection begins when the sign is activated.

Action Clerk

15 Review of policies and documents

15.1 Review of Standing and Financial orders

It was agreed to adopt the revised standing and financial orders.

15.2 To confirm temporary arrangements to conduct council business within the restrictions, recommendations and guidance from Government resulting from the pandemic of Covid-19.

The arrangements aim to minimise the risk to health of the Clerk, Councillors and their families, while performing the statutory duties of the Council as closely as possible. The most significant restriction that we are proposing is the reduction of meetings for the avoidance of unnecessary social Contact. The arrangements will be kept under review as government guidance changes in response to the development of the pandemic.

The Council will therefore consider the following actions:

To cancel all meetings of the Parish Council, including the Annual Parish Meeting and any other planned gatherings. To conduct meeting via Zoom.

To delegate power to the Clerk, in email consultation with all Parish Council members, to respond to planning matters;

To delegate power to the Clerk, in email consultation with all Parish Council members, to respond to any urgent correspondence that requires the input of the full Council;

To delegate power to the Clerk (RFO), in email consultation with oversight from the Chairman and Cllr A Johnston to make any payments, online banking. Full council will receive a schedule of payments.

These actions to remain in place until the normal meeting schedule resumes in line with government guidance

The current procedure for authorising payments is:

Clerk sets up payments with Barclays from invoices.

Chair approves payment with Barclays, cross-referencing with invoices, scanned over from Clerk.

One other Councillor checks with Barclays, cross referencing with invoices.

Cllr Hudson will check the statements against invoices every 4 months.

16 Planning Matters

16.1 DC/20/0539/FUL Change of use, Plot 1 land opposite Street Farm House. Permission Granted by West Suffolk Council, for information.

16.1 Alterations to listed building and buildings in a conservation area.

Works to listed buildings in the village have been reported to West Suffolk Planning to insure the correct procedures are being followed. The Clerk will speak to West Suffolk about this.

Action Clerk

17 Councillors reports and items for future agendas.

No additional reports made.

18. Correspondence for information

None received.

19. Date for next meetings: 24th March 2021

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

20.1 Personnel Issues.

20.2 Legal Issues.