

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Annual Parish Council meeting held on Wednesday 20th July 2022 7:00 in Great Livermere Village Hall

Present. Cllrs, A Norburn, H Johnston, A Johnston, S. Charlton & T Redman.

1. Co-option of new Parish Councillor

Tony Redman was co-opted on to the Parish Council. The relevant paperwork was completed and the Clerk will update West Suffolk Council.

2. Apologies for absence

Cllr R Charlton sent her apologies.

3. Members Declarations of Interest and Dispensations:

3.1 To receive declarations of interest from councillors on items on the agenda. Cllr Tony Redman declared an interest in item 13.2 on the agenda.

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 - The minutes of the Annual Parish Council meeting of Wednesday 18th May 2022 were agreed and approved as a correct record.

5. Meeting open to the public

None present.

6. Report from County Councillor: R Hopfensperger did not attend the meeting.

Cllr Hopfensperger has informed the Councillors that there is funding available for footway skirting. It was agreed the following areas would benefit from this. These are: The Street, particularly the area in front of the paddock. On the corner of The Street into Livermere Road. Livermere Road from The birches towards Troston up to the Village Hall. The Street running up past The Old Rectory. The Clerk will send this information to Cllr Hopfensperger. **Action Clerk**

7. Report from West Suffolk Councillor: S. Brown

Cllr Brown did not attend the meeting.

8. Progress reports. For information, from:

8.1. Chairman

8.1.1 To confirm pad replacement for the Defibrillator.

The Chairman ordered and replaced the defibrillator pads. The Clerk has made a note that the replacement pads expire on 30th June 2024.

8.1.2 To discuss response to request for volunteers to help with village maintenance.

The following request was made on Facebook. 'As a Parish Council we have a contract to keep the grass around the village under control. We are also aware of villagers and their families who keep areas close to their homes looking lovely. There are however some areas that are in need of some TLC, that a few willing people and some gardening gloves and secateurs would be able to resolve. In the spirit of "many hands make light work" we wondered if there were any of our community that would be prepared to be part of an ad hoc working group to keep our village looking lovely? It would only be a couple of times a year in the summer for whatever time you could spare, whenever suited you. You would need to provide your own tools and gloves. Volunteers will be covered by the Parish Council insurance as long as certain protocols are covered.' There was a good response and now a small group of volunteers are available to help on an ad-hoc basis. The trees by The Paddock have been trimmed back. The area around the new bench still needs some attention. A WhatsApp group has been set up for the volunteers

8.1.3 Update on requirement for Parish Council representation on outside bodies.

Cllr H Johnston confirmed that there was no requirement for a representative of the Parish Council to be on the Village Hall Committee.

Cllr H Johnston confirmed that there was no requirement for a representative of the Parish Council to be on the board of either the Feoffment Fund or Calthorpe Charity. It was unclear if there is a vacancy for a representative from Great Livermere to be on the board of the Calthorpe Charity.

Cllr H Johnston will ask about this.

Action Cllr H Johnston

Cllr H Johnston expressed an interest in doing some Chairman training. The Clerk will look into this.

Action Clerk

8.2 Clerk:

The Clerk had no additional report to make

9. Finance.

9.1 The following accounts were noted and approved for payment.

Grass cutting	Payment	D Thrower	£124.00
Grass cutting	Payment	D Thrower	£200.00
Administration	Payment	Various	£547.33
Grass cutting	Payment	D Thrower	£212.00
Posts etc. permissive path	Receipt	Troston PC	£53.69
Village sign donation	Receipt	SCC	£560.00
VAS payment Error	Payment	Troston Parish Council	£1,497.50
VAS payment Error	Receipt	SCC	£1,497.50
litter picking equipment	Payment	Various	£256.84

9.2 Bank reconciliation, schedule of payments and budget report.

The Clerk provided an up to date bank reconciliation, schedule of payments and budget report for the Councillors information.

9.3 It was noted that we would be discussing the budget and associated precept at the next meeting. The Clerk suggested that the Councillors might like to start thinking about what they would like to see included. So far, a new grit bin, a new VAS, replacement batteries or solar panel charging system were asked to be investigated and possibly included.

Action Clerk

9.3 To confirm Village Halls request for donation towards Jubilee event costs.

The Village Hall have confirmed that they would like the grant, discussed previously by the Parish council, towards the Jubilee event expenses. They have provided a breakdown of the events costs and they were just over £1200. A contribution of £500 was being asked for. The Clerk will contact West Suffolk Councillor, Simon Brown and SCC Councillor Rebecca Hopfensperger to see if they are able to fund this. The Clerk will contact the village hall to let them know the matter is in hand.

Action Clerk

10. Footpaths

10.1 To discuss extra grass cutting of footpaths in the village.

The Clerk asked our grass contractor to cut the path from the Village Hall and from the Church to The Street. SCC will be cutting again but this was unlikely to be before August. It was thought that the footpath from the Street to the Church has never been cut by SCC. The Clerk will investigate this. The permissive path, adjacent to the Bury Road, has been ploughed too close to the hedge and is narrow and overgrown. The Clerk will report this to the landowner's agent.

The footpath from Whadgate Cottage, towards the mere, has been ploughed up. This will be reported to SCC. The damaged wall, that is partially blocking the footpath from The Street to the Church, still needs to be cleared. This will also be re-reported to SCC.

Action Clerk

11. Highway/village matters

11.1 Update on highway matters.

None received.

11.2 Emergency plan (EP) update on progress and to discuss options for Rest Centre training. The recent fires seen across the country have made us all realise that to have an emergency plan in place could only be a beneficial thing. Cllr H Johnston has done some work on the plan but there are still a lot of work to be done. Firstly, all the Councillors agreed that they would be happy to go on the emergency plan committee. It was agreed that something would be put on Facebook and in the newsletter asking residents if they would like to be involved in setting up the plan. Work around identifying resources and contacts for inclusion in this document will need to be undertaken by the EP committee once formed. An emergency box, to be located at Village Hall, will need to be prepared. Cllr Redman will make enquiries about heavy lifting gear, tractors etc. The Clerk will contact local village halls to confirm they are happy to be included in our plan and provide contact details for inclusion in the plan. Once the plan is complete, we need to communicate the plans existence to the residents of Great Livermere and make sure it is regularly reviewed. Training is available and this will be investigated further once a committee has been formed. Funding for the emergency box will be sought by the Clerk. **Action All**

11.3 To discuss options for speed management in the village, to include the use of bin stickers. The Clerk has sourced some speed reduction wheelie bin stickers for residents. Cllr H Johnston will put something on Facebook asking residents to contact her if they would like some. A resident has raised concerns about the speed of vehicles entering the village from Troston, particularly if there is additional development in Troston. The Clerk, who is also the Clerk for Troston, has contacted the resident to say there is currently no planning applications for additional housing in Troston but West Suffolk Council are currently carrying out a consultation on potential sites for future development. It was recommended that anyone who has concerns, about the future development of any sites, should contact West Suffolk Council to express them. Cllr Norburn informed the Councillors that matters concerning additional posts, to attach the Vehicle Activated Sign (VAS) to in the village, is in hand, he will keep the Parish council informed of progress. It was agreed that we need to install a new post near Orchard Close, so that data collected, from our current VAS can be presented to the police. This data can be used to help support the need for traffic calming in the village. The post, near the Old School House, needs to be moved so that the new larger VAS can be accommodated there, without being too close to the highway. **Action Cllr Norburn/Clerk**

11.4 Update on Village Sign refurbishment.

The sign frame and inner sign are finished and awaiting collection by the galvanisers. When they are returned to the contractor, they will paint them in MOI black and then reframe the sign. This should take about 3 weeks. The post needs to be cleaned and re-creosoted. Cllrs Norburn and S Charlton will arrange to carry out this work. **Action Cllrs Norburn & S Charlton**

11.5 To discuss increase of dog mess in the village.

There continues to be a problem with increased dog mess in the village. Cllr Charlton and the Clerk will look at some wording for a poster, to be displayed in Church Road. This will welcome visitors to the village and ask them to be mindful to the waste, including dog waste that they leave behind. We will also look at providing dog poo bags, via a dispenser, in a bid to encourage dog walkers to pick up after their dogs. **Action Cllr Charlton/Clerk**

11.6 Bus service in Little Livermere, to receive any update. Adie memoir.

This matter is still in hand. It was suggested that, in the meantime, we look into option for community transport that might be helpful for residents who struggle to get to and from the designated bus stop. **Action Clerk**

12. Play area

12.1 Play area report, circulated.

It was noted that the fir trees, at the edge of the play area, have been trimmed back.

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

13.1 DC/21/1451/HH single storey front extension. 3 Mere View, The Street, Great Livermere.

GRANTED by West Suffolk Council

13.2 DC/22/0446/HH 11 black Photovoltaic cells to the roof of the south facing outbuilding
Location: The Cottage, Barton Road, Great Livermere. **GRANTED** by West Suffolk Council

13.3 DCON(A)/20/0539 Application to discharge condition 24 (contamination investigation residential), 25 (contamination investigation commercial), 26 and 27 (validation of remediation) of DC/20/0539/FUL Plot 1 Land Opposite Street Farm House The Street Great Livermere.

Conditions Discharged by West Suffolk Council.

14. Councillors reports and items for future agendas.

14.1 To agree a date for website administration update from the Clerk.

It was agreed to meet at Cllr H & A Johnston's house to look at how to update information on the website, on Monday 22nd August at 10 am. **Action All**

14.2 To receive feedback on litter picking equipment from Cllr A Johnston.

It was discovered that the equipment can be adjusted by hand and this solved any problems that had been experienced with the equipment failing.

15. Correspondence for information

15.1 Consultation on short-term holiday lets.

It was agreed that we would make a response to this consultation. The consultation looks at, in part, mandatory registration and strengthening legislation for currently unregulated holiday letting, such as Airbnb. The Clerk will put together a response and circulate it for approval. In principle, it was agreed that there needs to be some legislation in place to protect both the owners and the clients as well as local residents. **Action Clerk**

16. Date for next meetings: September 14th 2022 7pm.

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

17.1 Personnel Issues. None.

17.2 Legal Issues. None.