

## GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Wednesday 15<sup>th</sup> January 2025 7:00 in Great Livermere Village Hall

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

### **1. Co-option of new Parish Councillor**

No candidates at this time.

### **2. Apologies for absence**

Apologies for absence received from Cllr A Speed. Cllr Hopfensperger did not attend the meeting.

### **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. N/A

**4. Minutes** - The minutes of the Wednesday 20<sup>th</sup> November 2024 Parish Council meeting were agreed and approved as a correct record.

### **5. Meeting open to the public**

To receive any update from Clare Dickson, Suffolk County Council, (SCC) Operations Manager Rights of Way and Access, regarding the bridge at Ampton Water.

Claire Dickson did not attend the meeting as the report she was planning on sharing had not been made available to her. She suggested that, as she did not want to wait until the March meeting, that we have a meeting ahead of the next meeting. A date for this was agreed as February 10<sup>th</sup> at 3pm. This will be held at Cllr Johnstons house.

**Action All**

### **6. Report from Suffolk County (SCC) Councillor: R Hopfensperger.**

Cllr Hopfensperger did not attend the meeting.

### **7. Report from West Suffolk Council (WSDC) Councillor: A Speed.**

Cllr Speed was unable to attend the meeting, he sent his apologies and a report on the recent Devolution proposals. Cllr Speed confirmed that he had not received any emails for a while, but he had been working away for the last couple of months. Cllr Speed has said that he has some funds available, up to £800. The Clerk will ask if these can be used to the removal of the damaged climbing wall in the play area and for some replacement football goal nets. Also, following on from a discussion under item 8.1 and 9.4 it was agreed to ask if Cllr Speed might fund the costs of some Neighbourhood Watch literature and make a contribution towards the cost of refreshments for the litter picking event.

**Action Clerk**

### **8. Progress report Chairman**

8.1 To receive any update on potential Neighbourhood Watch Scheme for Great Livermere.

Cllr Johnston has been looking at the Neighbourhood Scheme. The Neighbourhood Watch Scheme is a community-led initiative that brings together residents, local police, and other organisations to help prevent crime and improve neighbourhood safety. Cllr Johnston has joined as an individual and would be willing to lead a scheme in the village if there was enough support from residents. It was agreed to arrange for a leaflet drop and to purchase some leaflets and stickers. There is a cost associated with this, and the Clerk will contact Cllr Speed to see if he is able to provide any funds towards these costs.

**Action Clerk**

### **9. Clerk:**

9.1 To confirm completion of ONS Quarterly Vacancy Survey.

The Clerk informed the Councillors that Gt Livermere Parish Council have been chosen, by the Office of National Statistics (ONS) to carry out quarterly vacancy surveys.

9.2 To discuss Parish Council Vacancies and future Parish Council Chair arrangements.

It was agreed that the position of Chair would be put on a bi-monthly rota. The new Chair, for the periods between meetings and the chiring of the next meeting, will be elected at the end of each meeting, until decided otherwise. It was agreed that Cllr Johnston will remain in post until the end of the March meeting. At the end of the March meeting, if there are no objections and following the correct procedures, Cllr S Charlton will take over the role. Moving forward the councillors will each take on the role. Unless a decision was made to do otherwise. The Councillors will undertake the role in the following order. Cllr Johnston will currently remain in post until the end of the March meeting. Cllr S Charlton will take on the role at the end of the March meeting until the end of the May meeting (We will need to bear in mind that the first order of the May meeting is to elect the chairman for the following year.) However, at the end of the May meeting Cllr Redman will take on the role until the end of the July meeting. Cllr Norburn will take on the role at the end of the July meeting, until the end the September meeting. Cllr R Charlton will take on the role at the end of the September meeting until the end of the November meeting. At the end of this period, we will review the success of this approach and decide how best to move forward. **Action All**

9.3 School Gardens sign

It was noted that the School Gardens sign, hit by a Havebury contractor, has still not been repaired. The Clerk will follow this up. **Action Clerk**

9.4 Annual litter pick

The date for the next litter pick was agreed as Saturday 8<sup>th</sup> March. It was agreed this year that we would invite the Coffee Caravan and provide refreshments for volunteers (a request for a contribution towards the cost of refreshments will be made to Cllr Speed.) It therefore agreed that rather than meeting at the War Memorial, as in previous years, we would meet at the Village Hall. The Clerk will confirm the hall is available and that the Coffee Caravan can attend on that date before confirming the date. **Action Clerk**

## **10. Finance.**

10.1 To approve/note payments/receipts.

The following accounts were approved for payment/receipts noted.

<b>Description</b>	<b>Type</b>	<b>customer</b>	<b>Account name</b>	<b>Total</b>
Administration	Payment	Various	Vicki Gay	£481.82
Website hosting	Payment	CAS	Website	-£60.00
Administration	Payment	Various	SCC Pension	£199.99
Administration	Payment	Various	Vicki Gay office	-£65.31
Annual support	Payment	CHBT	Defibrillator	£162.00
bank charges	Payment	Unity Bank	Bank charges	-£6.00
bank charges	Payment	Unity Bank	Bank charges	-£6.00
interest	Receipt	Unity Bank	Miscellaneous	£115.01
Repayment	Receipt	CHBT	Miscellaneous	£7.14

Cllr S Chalton carried out the additional accounts check at the meeting.

10.2 Bank reconciliation, budget report and accounts update.

The Clerk provided a Bank reconciliation and a schedule of payments for the Councillors' information.

10.3 Budget/Precept. To agree Precept amount following confirmation of the budget for 2025/26. Prior to the meeting, councillors attended a Zoom working party session to discuss the budget and precept options. It was agreed that, due to potential increased costs for village grass cutting and the previously approved increase in the Clerk's hours, the budget and precept request would be set at £11,210.

It was acknowledged that this represents a significant percentage increase, equating to an additional £19.90 per year for a Band D property. However, given the rising costs, the Parish Council felt this decision was necessary. Households facing financial difficulty can seek support through West Suffolk Council's Council Tax Reduction Scheme, as discussed in the November meeting. The Clerk will submit the precept request to West Suffolk Council. **Action Clerk**

10.4 It was agreed that Cllr A Norburn will carry out the annual accounts review. **Action Clerk**

## **11. Play area**

11.1 Play area report, circulated.

There were no new items on the report this month.

11.2 To confirm details for removal of damaged equipment.

It was agreed to meet with Peter Kerry on Thursday 30th January, to discuss the removal of the damaged equipment. **Action All**

11.3 To discuss any areas of concern

Any further areas of concern will be discussed at the meeting as agreed above.

## **12. Highway/village matters**

12.1 Update on Highway matters to include:

12.1.1 To receive any Vehicle Activated Sign/Automatic Numberplate Recognition VAS/ANPR update

We are still waiting for new dates for the ANPR team to visit the village. The VAS had an issue with the position of the solar panel. This has been adjusted and now seems to be working well.

12.2 Footpath issues. To include

12.2.1 To receive any update on the issue with bridge at Ampton water.

See under item 5.

12.2.2 To confirm details for skirting of footpath opposite the Village Hall.

As requested, the contractor has provided, in writing details of the works to be undertaken and the traffic management arrangements. A meeting to finalise details will be held on Thursday 30th January. **Action Clerk**

12.3. Village Matters to include:

12.3.1 Village Questionnaire, to note any further actions to be taken.

There was one request for a dog poo bin at the School Gardens end of village. It was felt that currently there were sufficient bins available and the expense of having an additional bin emptied, was not one that the Councillors felt they could justify at this time. Also, a resident has expressed an interest in starting a book group. Cllr Redman will follow this up with the resident. **Action Cllr Redman**

12.3.2 To receive any update on the Biodiversity and Environmental policy, to include the suggestion to re-wild an area at The Forge and confirmation of land ownership.

The Clerk has confirmed that the Forge Area is in the ownership of Ampton Estate. It was agreed to hold a site meeting to discuss options before approaching the Estate to see if they would be willing to grant permission for any re-wilding. The Clerk was asked to go ahead with the purchase of a map of the area from the Land Registry. **Action Clerk**

12.3.1 To receive an update from the Rural Coffee Caravan regarding visits.

The Coffee Caravan will be asked to attend the upcoming Litter picking event. See also under item 9.4.

12.3.2 Grass cutting, to agree date to meet contractor.

Cllrs A Johnston, A Norburn and the Clerk will meet with the grass contractor, Peter Kerry, to discuss our requirements moving forward. This meeting will be held on Thursday 30th January.

**Action Cllrs Norburn/Johnston/Clerk**

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

No applications were received.

**14. Councillors reports and items for future agendas.**

A resident has raised concerns about the conditions of outbuildings at a property in the village. Cllr Redman will follow up on this with the owner of the property.

**Action Cllr Redman**

**15. Correspondence for action/information**

15.1 WSDC project to install fully funded electric vehicle (EV) chargers at public and community sites. This information has been shared with the Village Hall.

**16. Date of next meeting.** Wednesday 19<sup>th</sup> March 2025 7.00pm

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

17.1 Personnel Issues.

17.2 Legal Issues.