

## GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Tuesday 16<sup>th</sup> July 2019 7:30pm in Great Livermere Village Hall.

1. **Present:** Cllrs: A Hudson, J Hartley & A Johnston.

2. **Apologies for absence** Cllr H Johnston, WS Cllr S Brown & C. Cllr Hopfensperger

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 14<sup>th</sup> May 2019 meeting were agreed and signed as a correct record.

5. **Meeting open to the public**

None present.

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

Cllr Hopfensperger was unable to attend the meeting.

7. **Report from West Suffolk Councillor:** S. Brown

Cllr Brown was unable to attend the meeting.

8. **Progress reports. For information, from:**

8.1. **Chairman**

The Chairman had no report to make.

8.2 **Clerk:**

8.2.1 Works in village. To discuss contractor for works

The contractor discussed at the last meeting was unwilling to undertake the works requested.

However, the Clerk has arranged to meet another contractor, Concierge on Thursday to discuss the works. She is also in discussion with a further two contractors.

**Action Clerk**

8.2.2 SCC Highways Self Help Scheme

8.2.2 Suffolk County Council no longer have the budget to carry out all the works on the Highway many Parishes would like to see done. They are proposing a scheme that would enable Parish Councils to carry out works, including, weed clearing, sign clearing, grass cutting, gully clearing etc. SCC would train members of the Parish Council/volunteers to undertake these works. The Clerk attended the SCC (Signing, Lighting and Guarding) Training Course and was greatly concerned at the implications of this scheme. It would appear that any works on the highway, including public rights of way, would need to be carried out by a trained operator, under the management of a trained supervisor. It was agreed that from a parish council's point of view these works could include, in addition to the works listed, litter picking (both regular street cleaning carried out by employees/contractors and one-off village events), changing the VAS and remedial repairs to street furniture. The training certainly opened the Clerks eyes to the amount of work involved in making the highway safe for operators to work on. It would seem the barest minimum our employees, contractors or volunteers needed to cut a verge for example (this could be any works as noted above) would be the use of men at work signs, cones and a marked vehicle (removable chevrons and flashing lamp?). The training also discourages lone working. Several concerns are immediately apparent: The Clerk raised her concerns with SCC and a meeting to discuss the ongoing scheme has been arranged for the 8<sup>th</sup> August with Cllr Mary Evans, Cabinet

Member for Highways, Transport and Rural Affairs and Mark Stevens (Assistant Director Operational Highways, Suffolk County Council). The Clerk will take a list of concerns to this meeting, as it would seem that parish councils, particularly small, rural councils who only have one or even no employees, are at a gross disadvantage where this scheme is concerned. It was also suggested that we look at how other Councils deal with this problem. **Action Clerk**

#### 8.2.3 Churchyard, capacity.

Cllr Hartley confirmed that there is capacity in the Churchyard for at least another 100 burials. As such, it was agreed that the Parish Council did not need to do anything about this for the near future.

### 9 Finance.

The following accounts were approved and signed by two signatories

Administration	£564.01
Grass cutting	£420.00
2 x dog bins	£375.40

### 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.

### 10. Data protection

To review current data protection documentation (circulated)

All the documents were reviewed and agreed.

### 11. Bus Shelter

No report.

### 12. Footpath leaflet

To discuss meeting with SCC and Troston PC

Cllrs Johnston, Hartley and the Clerk met with members of Troston Parish Council and Officers from SCC rights of way to discuss a footpath leaflet. It was agreed to make a joint leaflet with one walk in each village and a linking walk. It was further agreed that this would be a good time to look again at creating a link, along the Livermere Road. To this end, Cllr Hartley (Troston) will speak to Ben Turner and Cllr Norris will speak to Class about the potential for a footpath on their land. Cllr Anderson (Troston) will prepare some text and photographs for Troston and Cllrs Hartley and Johnston will do the same for Gt Livermere. Once this text has been produced, the Clerk and an officer from SCC will walk the route to check the directions. The next meeting is scheduled for 8<sup>th</sup> October 2019.

### 13. Emergency Plan

To discuss options for an emergency plan

The council looked at two plans. One was very comprehensive one very brief. It was agreed, that then this was taken forward we would like a plan somewhere between the two. This item will be looked at again when we have more Council members and have more time to dedicate to it.

### 14. Highway/village matters

14.1 Streetlights, Troston Road. The old light uses steel armoured cable which to remove needs to be taken back to the main supply, which is a big job. UKPN have now given a date of w/c 19<sup>th</sup> August to undertake this work.

14.2 The streetlight outside five School Gardens is not working; this has been reported to SCC for repair.

14.3 Dog litterbin replacement.

These have not been delivered yet. The Clerk will chase these up.

**Action Clerk**

14.4 Grass cutting in the Churchyard, request to increase frequency of cuts

The Contractor would like to increase the cutting of the churchyard by at least one cut. It was felt that the churchyard was fine at the moment and that we should check with Margret Hartley before agreeing to another cut. The Clerk will ask for a breakdown of the current cutting arrangements and look at getting tenders before next season.

**Action Clerk**

**15. Village Hall**

Cllr H Johnston has agreed to be the liaison with the village hall. She will try to encourage members of the committee to join the Parish Council. The Clerk will pass on the fit village's information to Cllr H Johnston to pass on to the hall.

**Action Cllr Johnston/Clerk**

**16. Defibrillator**

Both Cllr Hopfensperger and Cllr Brown have agreed to make a contribution towards a defibrillator. The clerk will get a quote for a unit.

**Action Clerk**

**17 Play Area to include:**

16.1 Play area report.

The Clerk will discuss the works that need to be done with the contractor when she meets him to discuss the other works in the village.

**Action Clerk**

**18. VAS Rota**

The rota was discussed and updated. The Clerk will circulate the new version.

**Action Clerk**

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

**19.1** DC/19/1211/TCA | Trees in a Conservation Area Notification - 1no. Leilani (T1 on plan) – Fell | The Lodge Church Road Great Livermere. No objection

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

The wood in Church Road will be removed. The Clerk suggested that a piece of it could be used for a bench to be left in situ. Cllr Hartley will investigate this possibility.

**Action Cllr Hartley**

We understand that the situation with feral chickens seems to be better controlled at the moment

**21.Correspondence for information**

21.1 SCC. Right of way consultation, circulated.

**22. Date for next meetings:** 24<sup>th</sup> September 2019

**23. To consider the exclusion of the public and press in the public interest for consideration of the following items:** 23.1 Personnel Issues. 23.2 Legal Issues. None.