

## GREAT LIVERMERE PARISH COUNCIL

### Minutes of Great Livermere Annual Parish Council meeting held on Monday 3<sup>rd</sup> May 2021 7:30pm via zoom

**Present.** Cllrs H Johnston, A Johnston, S Charlton, R Charlton, A Hudson, A Norburn & C.Cllr R Hopfensperger.

#### 1. Election of Chairman

Cllr A Norburn proposed Cllr H Johnston for the position of Chairman. Seconded by Cllr S Charlton. Cllr H Johnston accepted the position.

#### 2. Chairman's Declaration of Acceptance of Office

Cllr H Johnston signed the acceptance of office.

#### 3. Election of Vice Chairman

Cllr H Johnston nominated Cllr A Johnston for the position of Vice Chairman. Cllr A Johnston accepted the position.

#### 4. Apologies for absence None received.

#### 5. To elect Council Officers and Representatives to outside bodies

Cllr H Johnston was elected to represent the Parish Council on the Village Hall Committee. Cllr H Johnston will speak to Tony Redman about any Parish Council involvement that may be needed on the Feoffment trust committee.

#### 6. Members Declarations of Interest and Dispensations:

6.1 To receive declarations of interest from councillors on items on the agenda. None

6.2 To receive written requests for dispensations for disclosable pecuniary interests. None

6.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None

7. Minutes – The minutes of the Wednesday 24<sup>th</sup> March 2021 meeting was agreed and approved as a correct record.

8. Meeting open to the public None present.

9. Report from County Councillor: R Hopfensperger.

#### **Bus Stop – Park Farm**

The 332 bus has been stopping at the Park Farm entrance and has now been told to stop as it is not an official stop. Some residents have requested that the bus stops back there as they feel it's the safest option for that end of the village. I've taken this up with passenger transport and the operator.

#### **Mobile VAS**

I was pleased to be able to support the purchase of the mobile vehicle activated sign for the parish via my locality budget.

#### **Drains**

As there have been on-going issues with flooding in the parish on Troston Road I've asked for all the drains in the area to be jetted.

A full report hi-lighting some of SCC stories over the last year is available upon request.

Cllr Norburn has reported a number of issues with damaged rights of way posts. Cllr Hopfensperger ask that he forward her a copy of these reports so that she be aware of them. The pavement on Troston Road is becoming even more difficult to use and needs skirting back as a matter of urgency. This is the third meeting at which this has been raised. Cllr Hopfensperger will chase this matter again.

**Action Cllr Hopfensperger**

## **10. Report from B. Councillor: S. Brown**

No report received.

## **11. Progress reports. For information, from:**

### **11.1. Chairman**

#### 11.1.1 Update on litter pick.

The chairman thanked the Clerk for organising the litter picking equipment. Disappointingly, apart from 2 people, all the other attendees were from the Parish Council. A number of bags of litter were collected and the village looks better for it. The Parish Council plan on having another litter pick next year.

#### 11.1.2 Information regarding the Community Take away service.

It was unknown if this service is continuing or if it was just something available during the Covid pandemic. When the Chairman receives any email giving information about the service, including menus, she publishes them on Facebook.

### **11.2 Clerk:**

#### 11.2.1 To discuss options for meetings going forward.

The High Court has dismissed the application by Lawyers in Local Government (LLG), the Association of Democratic Service Officers (ADSO) and Hertfordshire County Council and stating that primary legislation would be required to enable virtual meetings to proceed once the current Regulations expire on 6<sup>th</sup> May. Therefor we need to prepare to resume physical meetings once Step 3 of the Government Roadmap is implemented which hopefully will be from 17<sup>th</sup> May as planned. There are still concerns regarding this but they should hopefully be sorted out by the time we meet again in July.

#### 11.2.2 To discuss options for insurance cover.

The Parish Council insurance is due for renewal on the 1<sup>st</sup> June. The Clerk sought another quote for comparison. She has shared this with the councillors. The other quote was considerably cheaper than our existing provider. It was agreed that the Clerk would go back to our existing provider and ask if this is the best price they can do. Meanwhile Cllrs S and R Charlton would compare the two policies and produce a table with the main points for comparison. The Chairman and the Clerk will then decide which of the two policies would be best for the Parish Council.

**Action Cllrs S & R Charlton/Chairman/Clerk**

## **12 Finance.**

### 12.1 To consider payments. To include:

Admin		£577.75
SALC	subscription	£143.58
Trevor Brown	Audit	£110.00
Jeff Wells	Bus shelter	£20.00
D Thrower	grass Cutting	£124.00

### 12.2 Bank reconciliation and schedule of payments

The Clerk provided the Council with a bank reconciliation and a schedule of payments.

### 12.3 End of Year Accounts.

#### 12.3.1 To discuss the Report by the Internal Auditor

The internal auditors report was circulated and approved. The recommendation made, regarding signing cheques was noted. The Chairman formally thanked the Clerk for her hard work keeping the accounts in good order.

12.3.2 To approve and sign section one and two of the AGAR  
Parts one and two of the AGAR was approved and signed by the Council, as was the certificate of exemption. The Clerk will ensure that the publication requirements, under the Transparency act, are met.  
**Action Clerk**

#### **14 Footpaths**

##### 14.1 Update on post and way markers

It is still not clear how many more posts are needed. This will be clarified and a price obtained. Once a price for all the equipment, including the post Crete, is confirmed, an email will be sent to the Chairman and Clerk for approval. Cllrs Hudson, Norburn, R & S Charlton will liaise to agree a time when the work can be undertaken.  
**Action Cllrs Hudson, Norburn, R & S Charlton**

##### 14.2 Update on rights of way issues

The Right of Way across the field towards Ixworth is still not being maintained. It has been drilled and planted with no discernible path through it. The Clerk will contact the Rights of Way officer to raise this issue again.  
**Action Clerk**

The fallen wall, on the footpath adjacent to the Paddock still has not been repaired. The Clerk will contact the Rights of Way officer about this issue also.  
**Action Clerk**

#### **15. Highway/village matters**

##### 15.1 Condition of Livermere Road pavement.

As discussed under Cllr Hopfensperger's report the condition of the path is getting worse and will be impassable if left much longer. The Clerk will speak again to Cllr Hopfensperger about this and if no action is taken, in a timely manner, alternative arrangements will need to be made.  
**Action Clerk**

#### **16. Play area report**

##### 16.1 Report circulated. Noted.

Tramar are due to start work on the second phase of works in the play area. This will involve painting and refurbishing. Work will begin next Wednesday, weather permitting.

##### 16.2 To discuss works and problems with moles

The problem with moles seems to be under control at this time.

#### **17. Bench**

To discuss replacement bench at the village sign.

A number of years ago a group, called Young at Heart, raised money for two benches in the village. The bench at School Gardens has stood the test of time well; unfortunately, the bench at the Village Sign is in a very poor state of repair. It was proposed that we replace the bench, including the memorial plaque, with a new bench. It was agreed to order a bench, made from recycled materials, from Realise Future. This will be delivered to Cllr Hudson's home and he will arrange for its installation.  
**Action Clerk/Cllr Hudson**

#### **18 Planning Matters** None received.

#### **19 Councillors reports and items for future agendas.** None received

#### **20. Correspondence for information** None received

#### **21. Date for next meetings:** 14<sup>th</sup> July 2021 7.30

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

22.1 Personnel Issues.

22.2 Legal Issues.