

## GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Tuesday 18<sup>th</sup> July 2017 7:30pm in Great Livermere Village Hall.

**Present:** Cllrs: P Johnson, B Clay, J Coates, A Hudson, & B. Cllr S Brown

1. **Apologies for absence** J Hartley
2. **Co-option of new Councillor**
3. **Members Declarations of Interest and Dispensations:**
  - 3.1 To receive declarations of interest from councillors on items on the agenda.
  - 3.2 To receive written requests for dispensations for disclosable pecuniary interests.
  - 3.3 To grant dispensations as appropriate under Section 33 of the Localism Act.
4. **Minutes** Minutes of the 9<sup>th</sup> May 2017 meeting agreed and signed as a correct record.

Meeting Adjourned

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

Graeme Norris, the Chairman for Troston Parish Council, came to speak to the Councillors about some matters that were raised at their recent Troston Annual Parish Meeting. There were a number of issues and it was asked if Troston could rely on support from Gt Livermere regarding them. These issues were, to produce a footpath leaflet, showing walks in both villages. To find a way to achieve a safe walk between the two villages. To include Gt Livermere in surveys regarding the provision of affordable housing and to gather statistics to support the provision of in all-inclusive play equipment in Troston. Great Livermere Parish Council would be happy to support, and where necessary, be involved in all these initiatives. To this end Cllr Clay will look in to land ownership on the route between Gt Livermere and Troston and the Clerk will contact Cllr Hartley to see if he would be prepared to work with Graeme Norris in the production of the footpath leaflet.

**Action Cllr Clay/ Hartley/Clerk**

6. **Report from County Councillor:** R Hopfensperger  
Cllr Hopfensperger was unable to attend the meeting.

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

Cllr Brown reported that it is a reasonably quiet time at the Borough Council at the moment. The Travel Lodge and Starbucks at Etna Road has been approved and there is a big meeting tomorrow to discuss the application for the WSOH. Grants from Sainsburys, for Fresh Pods and the Heritage Lottery, towards a witch's project at Moyes's Hall have been awarded.

8. **Police Newsletter** Circulated.

Meeting reconvened

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

#### 9.1. **Chairman**

The Chairman had no report to make.

## **9.2 Clerk:**

### **9.2.1 Procurement Contract. Adoption of document.**

It was agreed that, following a few tweaks by Cllr Hudson, that this document should be adopted for general contracts. It was further agreed that any contract, of a more complicated nature, should have a more in-depth contract drawn up.

**Action Clerk/Cllr Hudson**

### **9.2.2 Footpaths leaflet**

Please see under item 5.

### **9.2.3 Troston Parish News and Community Celebration**

Graeme Norris has provided the Clerk with a copy of the Troston Parish news. It was agreed that this should be sent regularly and circulated to the Councillors so that they can stay in touch with events in Troston.

**Action Clerk**

## **10. Finance.** The following accounts were approved and signed by two signatories

10.1 V Gay, wages Jun/July	100006	£301.94
10.2 HMR&C Tax	100007	£75.40
10.3 V Gay, expenses	100008	£146.25
10.4 SALC, subs	100009	£131.24
10.5 LCPAS, internal audit	100010	£100.00
10.6 Westcotec, clips	100011	£120.00
10.7 D Thrower, Grass cutting	100012	£400.00
10.8 B. Clay, Bus Shelter cleaning, re-imbursement	100013	£15.00

### **10.2 End of Year Accounts. Internal Audit report.**

These have been sent off to the external auditor. The internal auditor has made some recommendations which Cllr Johnson and the Clerk will discuss and adopt if appropriate.

**Action Cllr Johnson/Clerk**

### **10.3 VAT return**

The Clerk has submitted a vat claim for £256.59 to HMR&C

### **10.4 Bank reconciliation**

The Clerk provided an up to date bank reconciliation, The Council currently hold £17,773.61.

### **10.5 Pension regulator**

The Clerk has completed a declaration to the Pension Regulator and the Council are now complaint with all their obligations.

## **11. Bus Shelter** to include:

### **11. 1 New noticeboard.**

The new notice board has been installed and is being used.

### **11.2 Cleaning**

Cllr Clay arranged for the bus shelter to be cleaned, this will now be done on a regular basis.

## **12. Welcome Pack.** Update from Cllr Hartley

Cllr Hartley was unable to attend the meeting.

## **13. Highway/village matters**

The road markings have been repainted but we are still chasing the new sign for the cross roads. In addition, a bend ahead sign, coming from Bury, is needed.

**Action Clerk**

The Troston Road sign and water hydrant has been knocked over. The Clerk will report this.

**Action Clerk**

#### **14. Village Hall**

The next quiz night is being held on the 19<sup>th</sup> August. The Coffee mornings and men's breakfast are still going strong. A new noticeboard, to replace the vandalised one on the hall, has been ordered. Simon Brown is going to be the guest speak in September.

#### **15 Play Area** to include: 15.1 Update from Cllr Johnson.

Cllr Johnson has removed the ties on the slide, following advice from SEBC. He is keeping an eye on the splits in the road bridge, He is still waiting to meet with the Officer from SEBC.

#### **16. Planning Matters**

16.1 DC/17/0989/TCA 35 The Street, notification of various works to trees in a conservation area. Circulated and approved.

#### **17. Councillors reports and items for future agendas.**

None received

#### **18. Review of Standing Orders, Financial Orders, Risk Assessment and Asset Register**

These were circulated for consideration.

#### **19. Correspondence for information**

19.1 SALC update, mainly vacancies and training. Noted.

19.2 SCC, Roadworks.org. SCC are no longer sending out notification for road closures but suggest signing up to the roadworks.org website for updated. The Clerk has signed up to this. Noted.

19.3 Proposals by Forest Heath District and St Edmundsbury Borough to create a new single council for west Suffolk. Noted

19.4 Ixworth and Ixworth Thorpe applied to designate an area for a neighbourhood plan. We were consulted as near parish. Noted.

#### **20. Date for next meetings:** 26<sup>th</sup> September then 28<sup>th</sup> November 2017

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

21.1 Personnel Issues. None.

21.2 Legal Issues. None.