

GREAT LIVERMERE PARISH COUNCIL

Minutes of Great Livermere Parish Council meeting held on Tuesday 26 September 2017
7:30pm in Great Livermere Village Hall.

Present: Cllrs: J Hartley, P Johnson, B Clay & A Hudson

1. **Apologies for absence** J Coates & B. Cllr S Brown, & C.Cllr R Hopfensperger

2. **Co-option of new Councillor**

There are currently two vacancies on the Parish Council. Anyone interested in becoming a Parish Councillor should contact the Clerk at Greatlivermerepc@hotmail.com

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 18th July 2017 meeting were agreed and signed as a correct record.

Meeting Adjourned

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 B. Councillor:** S. Brown

Cllr Brown was unable to attend the meeting.

8. **Police Newsletter** Circulated.

The current newsletter on the Suffolk Constabulary website is from July.

Meeting reconvened

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

9.1. **Chairman**

The Chairman has been trying to organise the return of the VAS to the village. The Clerk will speak to the Clerk at Troston regarding this.

Action Clerk

9.2 **Clerk:**

9.2.1 Land ownership

Havebury Housing Partnership have contacted the Clerk with an enquiry regarding the ownership of a piece of land in The Street. The Parish Council confirmed that they did not own it and did not know who did. It was suggested that Cllr Coates may be able to help. The Clerk will contact Cllr Coates regarding this.

Action Clerk

9.2.2 Training

The Clerk will be attending a data protection course on the 12th October. We will need to appoint a data protection officer to be compliant with current legislation. The Clerk will ensure that we are up to date with the current rules.

Action Clerk

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

10.1 V Gay, wages Aug/Sept	100014	£301.74
10.2 HMR&C Tax	100015	£75.60
10.3 V Gay, expenses	100016	£30.15
10.4 ico, subs	100017	£35.00

9.2 End of Year Accounts.

These are still not back from the external auditor.

9.3 Bank reconciliation

The Clerk provided an up to date bank reconciliation, The Council currently hold £16,740.37

9.4 Budget

The Clerk will prepare some figures so that they can be discussed at the November meeting.

Action Clerk

10. Bus Shelter to include:

The bus shelter will be cleaned again next month.

11. Footpath/Footpath leaflet

We are waiting for the Chairman from Troston to make contact to take this project forward.

12. Welcome Pack. Update from Cllr Hartley

Cllr Hartley has prepared a draft copy of the welcome pack. He will circulate a copy, via email, for the Councillors to check and add or change the content.

Action All

13. Highway/village matters

Both the bench and street sign are still awaiting repair. The Clerk will chase both matters.

Action Clerk

14. Village Hall

No report made this month.

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

Cllr Johnson met with the play area inspector, from SEBC, to discuss problems at the play area. There are cracks in the nest swing that need to be monitored, Cllr Johnson will put on a coat of preservative to help address the problem. The climbing wall is coming apart the Clerk will ask Roger Cook if he is able to repair this. If repair is not an option than a replacement piece will be considered. Cllr Johnson will re-peg the grass matting and continue to keep an eye on the mole hills.

Action Cllr Johnson/Clerk

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

None received

17. Councillors reports and items for future agendas.

The streetlight by the village hall is not working. The Clerk will report this. **Action Clerk**

The old lamp has been left on the pole in Church Road, at the entrance to the old country park.
The Clerk will report this. **Action Clerk**

Shrubs in the area near the phone box have been cut back very severely. Cllr Hartley will speak to Ben Turner about this.

The Councillors wanted to record how saddened they were to hear about the death of Marion Coates. She was a regular attendee at Parish Council meetings and her presence and contributions will be greatly missed.

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

The following documents were approved and adopted.

18.1 Standing Orders

18.2 Financial Orders

18.3 Risk Assessment and Financial Risk Assessment

18.4 Internal Financial control

19. Correspondence for information

19.1 SALC, Local Councillor. Circulated.

20. Date for next meetings: 28th November 2017 and then 30th January 2018

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.