

**GREAT CORNARD PARISH COUNCIL**

Minutes of the Meeting of **GREAT CORNARD PARISH COUNCIL**

held at The Stevenson Centre at 7:00pm on Monday 14th November 2022

**PRESENT** Councillors Mr A C Bavington **Chairman**

 Mrs C J Baker Mrs M Bark Mrs S Bowman Mr S M Sheridan Mrs P White Mr C G Wright

 Mr D Young

Council Manager Mrs N Tamlyn

Council Administrator Miss S Kent

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Mrs J Wilson, Mrs T E A Welsh, T J Keane, K Graham, T M Welsh and M N Newman.

1. **CHAIRMAN’S ADDRESS**

Councillor Bavington thanked everyone for attending the Remembrance Sunday Service and explained that Councillor Keane had attended the Service and laid a wreath on behalf of the Parish Council but was unwell today and so was unable to attend the meeting.

1. **To consider Declarations of Interests and Councillor Requests for Dispensations relating to items on the Agenda**

Councillor Bavington declared a non-pecuniary interest in any item relating to Thomas Gainsborough School as he volunteers at the School and a family member is employed by the Trust.

Councillor Young declared a non-pecuniary interest in any item relating to Thomas Gainsborough School as he and a family member are employed by the Trust.

1. **DECLARATIONS OF GIFTS AND HOSPITALITY**

**NONE**

1. **To confirm the Minutes of the FULL Council Meeting held on monday 10th october 2022**

**AGREED** that the Minutes of the Full Council meeting held on Monday 10th October 2022 are confirmed and signed as a correct record.

**6.** **POLICE MATTERS**

**NONE**

A Member asked whether there had been any Police input regarding the youths outside The Stevenson Centre in the evenings and the previous damage to the windows. The Council Manager confirmed that the recent damage to the mobility shelter had been reported but that there had been no response from the Police.

**7.** **TO RECEIVE DISTRICT AND COUNTY COUNCILLOR’S REPORTS**

**NONE**

1. **TO CONSIDER ITEMS BROUGHT FORWARD – FOR NOTING**

The Items Brought Forward list was **NOTED.**

**SWMP/Flooding Black Brook:** The Council Manager advised Members that she had written to Suffolk County Council and the Environment Agency regarding the contractors’ advice that the cost of clearing the Brook would be prohibitive to the Parish Council and that any work carried out could be detrimental to areas downstream. To date, the Council Manager has received no reply.

Residents of Blackhouse Lane had reported flooding last week and the Community Wardens have been asked to clear some of the weeds and debris.

The matter will stay on the Items Brought Forward list as the Parish Council have responsibilities as Riparian Owners but with a view to Suffolk County Council and the Environment Agency reaching a “whole stream solution”.

Councillor Wright advised that he had included a brief paragraph in the Cornard News explaining the current position.

1. **FIFTEEN MINUTES FOR THE PUBLIC TO ASK QUESTIONS**

**At 7:06pm the Council invited electors of Great Cornard Parish Council to put questions to the Council.**

**As no electors were present the business of the meeting resumed at 7:06pm.**

1. **CORRESPONDENCE: 1st GREAT CORNARD SCOUTS – THE VILLAGE HALL DEFIBRILLATOR**

Members reviewed correspondence received from 1st Great Cornard Scout Group requesting that the Parish Council take on the responsibility for the monthly maintenance checks on the defibrillator at the Village Hall and for updating The Circuit. The Scouts will continue to pay for any consumable items needed.

Members **AGREED** for the Parish Council to take over guardianship of the defibrillator. The Council Manager is currently waiting for The Circuit to respond to the request.

1. **TO CONSIDER BABERGH DISTRICT COUNCIL’S COMMUNITY GOVERNANCE REVIEW DRAFT RECOMMENDATIONS**

Members reviewed Babergh District Council’s Community Governance Review Draft Recommendations.

It was **NOTED** that this now included Great Cornard Parish Council’s request for no changes, although the Chairman felt it would be prudent to log the fact that the Parish Council had requested the amendment to the original document.

Members **AGREED** to write to Babergh District Council stating that the Parish Council had been disappointed that the first draft did not include the Council’s submission, and were glad that the second version corrected the error. The Council stands by its submission and is pleased that the District Council had also recommended no changes.

1. **TO RECEIVE A VERBAL UPDATE ON THE APPLICATION TO THE CIL INFRASTRUCTURE FUND FOR WORKS TO THE ALLOTMENT CAR PARK**

The Council Manager advised Members that although there has been no formal confirmation from Babergh District Council, Councillor Newman had notified the Parish Council that the application had been successful.

Upon receipt of the offer letter from BDC the Council will need to place the order with the selected contractor as soon as possible as the Tender is only valid for 90 days and runs out at the beginning of December.

The Chairman thanked District Councillors Newman, Beer and Barrett for their assistance in obtaining the funds.

The Council Manager advised that the Security Improvement Working Party needs to meet to consider whether an anti-caravan barrier can be fitted at the car park. **NOTED**

1. **DEVELOPMENT AND PLANNING COMMITTEE**
2. **Confirmation and adoption of the Minutes of the meetings held on**

**10th October and 24th October 2022**

**AGREED** that the Minutes of the Development and Planning meetings held on Monday 10th and 24th October 2022 are confirmed as a correct record.

1. **Questions to Committee Chairman**
2. A Member asked whether it would be worthwhile investigating the possibility of obtaining ACV (Asset of Community Value) status on the three remaining pubs in the Village, being The Maldon Grey, The Kings Head and The Brook.

**AGREED** to add the matter to a future Development and Planning Brought Forward List.

1. Councillor Wright advised that he had included an article in Cornard News regarding the placing of Jubilee commemorative benches around the Village. **NOTED**
2. **Ratification of Recommended Item**

**PAGE 1. ITEM 4. TO RECEIVE AN UPDATE ON THE FIVE BELLS PUBLIC HOUSE – ASSET OF COMMUNITY VALUE**

To **RECOMMEND** to Full Council not to pursue the issue as there has been no public interest in taking on the property. **AGREED**

1. **ART, SPORTS AND LEISURE COMMITTEE**
2. **Confirmation and adoption of the Minutes of the meeting held on**

**24th October 2022**

**AGREED** that the Minutes of the Art, Sports and Leisure Committee meeting held on Monday 24th October 2022 are confirmed as a correct record.

1. **Questions to Committee Chairman**

A Member asked about the apple tree and fence on Shawlands Avenue which had been damaged by a car. The Council Manager advised that Sudbury Common Lands Charity is unable to replace the fence under the existing contract, but will provide a quote for the work to be carried out . Although there were no witnesses to the incident a report had been made to the Police. A decision on whether to claim on the Parish Council’s insurance can be made once the quote has been received. **NOTED**

1. **Ratification of Recommended Item**

**PAGE 2. ITEM 6. TO CONSIDER A QUOTATION FOR TREE WORKS FOLLOWING THE ANNUAL TREE INSPECTIONS**

To **RECOMMEND** to Full Council that it accepts the quotation from Eastern Landscapes & Fencing for £950.00 plus VAT to carry out works identified in the annual tree inspection including one tree at Stacey Ardley which is subject to a Tree Preservation Order. **AGREED**

Funds to be allocated from the Agency Services Budget.

**15.** **POLICY AND RESOURCES COMMITTEE**

1. **Confirmation and adoption of the Minutes of the meeting held on 24th October 2022**

**AGREED** that the Minutes of the Policy and Resources Committee meeting held on Monday 24th October 2022 are confirmed as a correct record.

**ii) Questions to Committee Chairman**

**NONE**

**iii) Ratification of Recommended Item**

1. **PAGE 2. ITEM 6. FINANCIAL MATTERS – To consider the FY2021/22 Virement Report**

To **RECOMMEND** to Full Council to accept the findings of the Report and to vire the following figures:-

**FY21/22 Unallocated General Reserves**

1. To vire the FY21-22 Unallocated General Reserves of £33,128.07 to the Village Hall Improvement Fund to cover the cost of design and legal fees and works to the Right of Way and continue to build funds for the Village Hall Extension Project. It was agreed that £4,250 would be earmarked for legal fees. **AGREED**

**Earmarked Funds from completed projects**

2. Remaining Village Gateway Fund of £1,021.77 to be vired to the Commemorative Bench Fund. **AGREED**

3. Remaining Queen’s Platinum Jubilee Fund of £1,283.64 to be vired to the Recreation Ground Improvement Fund for new picnic tables and benches. **AGREED**

**Other Earmarked Funds**

4. To remove The Stevenson Centre foul drains project and vire £5,000 to the SC car park surface water drainage scheme. **AGREED**

5. Neighbourhood Plan Fund of £5,000 to be vired to the Village Hall Improvement Fund on the understanding it can be reinstated in the future. **AGREED**

**Allocation of Neighbourhood CIL Fund**

6. To allocate £22,220.15 to improving the security on Parish Council owned land and any remaining funds to be allocated to the Street Light Fund, so further works to Phase 1 of the Street Light Improvement Project can be instructed. **AGREED**

**The Stevenson Centre Budget Virement**

7. The Stevenson Centre Grant Budget of £6,378 to be vired to the Salaries and Wages Budget in order to cover any potential overspend on salaries. **AGREED**

1. **PAGE 4. ITEM 9. TO RECEIVE THE PROJECT BRIEF AND BUDGET EVALUATION FOR THE VILLAGE HALL EXTENSION PROJECT**

This item to be discussed after Item 16 under the exclusion of press and public.

1. **FINANCIAL MATTERS**
2. **To approve the latest list of payments (Appendix A)**

Members reviewed and **NOTED** the latest list of payments.

1. **PROPOSAL TO EXCLUDE PRESS AND PUBLIC FROM THE MEETING IN ACCORDANCE WITH SECTION 1 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT (1960) FOR THE FOLLOWING ITEMS OF BUSINESS ON THE GROUNDS THAT THEY INVOLVE THE LIKELY DISCLOSURE OF CONFIDENTIAL AND EXEMPT INFORMATION**

**AGREED** to exclude press and public from the meeting.

**POLICY AND RESOURCES COMMITTEE**

**iii) Ratification of Recommended Item**

**PAGE 4. ITEM 9. TO RECEIVE THE PROJECT BRIEF AND BUDGET EVALUATION FOR THE VILLAGE HALL EXTENSION PROJECT**

To **RECOMMEND** to Full Council to accept the contents of the Project Brief and its estimated costings and continue to build funds for the project. **AGREED**

Councillor Bavington advised Members that a meeting had been held at the Village Hall between the Village Hall Working Party, Concertus and the Scout Leader.

Concertus put forward two draft options which were discussed and it was agreed that they would draw up a further set of plans taking into account the comments of the Parish Council and the Scouts. They will also present elevations and roof plans at the next meeting which will take place on Monday 12th December at 2pm.

The draft plans were also viewed by the Committee and it was **AGREED** to ask Concertus to take into consideration the provision of Swift and Bee bricks.

Members also **AGREED** to add the bus shelter outside the Village Hall as a possible location for a commemorative bench.

The Chairman advised that Holmes & Hills, the solicitors dealing with the Right of Way, would be willing to assist the Council with the renewal of the Village Hall Lease. Councillors Bavington, Newman, T M Welsh and the Council Manager are on the Village Hall Lease Working Party and the aim is to meet the solicitor in the New Year to discuss matters relating to the Lease. **NOTED**

**Meeting closed at 8:03pm**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chairman Cllr T J Keane**

**APPENDIX A**

**Great Cornard Parish Council BACS Payments up to 14th November 2022**

