

**GREAT CORNARD PARISH COUNCIL**

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

held at The Stevenson Centre at 7:13pm on Monday 23rd January 2023

**PRESENT** Councillors Mr T J Keane **Chairman**

 Mrs M Bark Mr A C Bavington Mrs S Bowman Mr K Graham Mr S M Sheridan Mr C G Wright Mr D Young

Council Manager Mrs N Tamlyn

Council Administrator Miss E Skuce

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M D Newman, T M Welsh, Mrs C J Baker, Mrs P White, Mrs J Wilson and Mrs T E A Welsh.

1. **CHAIRMAN’S ADDRESS**

**NONE.**

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 matter 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 matter 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 ESTIMATES Meeting held on monday 9th JANUARY 2023**

**AGREED** that the Minutes of the Estimates meeting held on Monday 9th January 2023 are confirmed and signed as a correct record.

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

The Council Manager confirmed that PCSO Grant Skeggs keeps in contact and visits the Parish Council regularly. **NOTED.**

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

No District or County Councillor Reports were received.

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

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

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

**At 7:16pm 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 7:16pm.**

1. **CORRESPONDENCE**
2. **Sudbury Fun Run: Request to support the temporary closure of Blackhouse Lane and Wells Hall Road on 7th April 2023**

Members considered a request from the Sudbury Fun Run Committee to support the temporary closure of Blackhouse Lane and Wells Hall Road from 9:20am until 10:45am on Friday 7th April 2023 and **AGREED** to support the request.

The Council Manager to respond to the Sudbury Fun Run Committee accordingly.

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

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

1. **To approve Actions out of Meeting**
2. **14/2022-2023 – Suffolk County Council Streetlights**

**NOTED** the Council Chairman signed an “Action out of Meeting”

14/2022-2023 to instruct Suffolk County Council to add streetlight column 317 at Mallard Way to Phase 1 of the streetlight upgrade programme. The unit had not been working for several months and required a new lantern as the current one was obsolete and therefore unable to be repaired.

The Council Manager advised Members that the Action out of Meeting was originally for £2468.00 plus VAT but following the confirmation of the correct streetlight unit, the cost quoted by Suffolk County Council had been reduced to £1,578.00 plus VAT as the streetlight column required less work.

Funds to be allocated from the Earmarked Streetlight Fund.

1. **15/2022-2023 Staff Training**

**NOTED** the Council Chairman signed an “Action out of Meeting”

15/2022-2023 to secure two places for staff training provided by the ICCM (Institute of Cemetery and Crematorium Management) on Management of Memorials. Total cost of £270.00 plus VAT.

Funds to be allocated from the Cemetery Budget.

1. **16/2022-2023 Increase to Insurance Premium**

**NOTED** the Council Chairman signed an “Action out of Meeting”

16/2022-2023 for the additional premium of £398.57 including insurance premium tax to the Council’s Insurance Policy, following the Reinstatement Cost Assessment Report.

Funds to be allocated from the Insurance Budget.

**At 7:24pm the Chairman proposed the addition of an urgent item of business to be considered at Item no. 12. AGREED.**

1. **TO CONSIDER QUOTATIONS FOR THE SECURITY IMPROVEMENT WORKS ALONG STEVENSON APPROACH**

Members considered three quotations received in relation to the security improvement works along the approach road adjacent to the Recreation Ground. The Security Improvements Working Party had agreed for the Council Manager to obtain quotes for replacement oak posts, the removal of the old drop down bollards, a new access gate at the top of the approach road and the planting of a young species of tree, following the traveller incursion on the Recreation Ground last summer.

Members **NOTED** that Contractor 3 had provided the cheapest quote at £9,660 excluding VAT, which also included the planting of a new tree. The Council Manager informed Members that Contractor 3 had previously quoted a cheaper price which the Working Party were minded to accept but they had recently gone into liquidation and had restructured and renamed their business before providing a new quote.

The Council Manager explained that £6,000 had already been received from District Councillors Beer, Barrett and Newman’s Locality Budgets and the Parish Council would need to fund the remaining amount if the works were to be done before the end of the financial year, weather permitting. It was proposed that the balance of £3,660 could come from available CIL funds which had been allocated to security improvements.

A Member stated that they were happy to propose that the Council accepts the quotation from Contractor 3 for £9,660 excluding VAT but subject to the Council Manager speaking with the company and asking why the new price quoted was in the region of 20% more than their previous quote. The Member felt a percentage increase in line with inflation was more acceptable.

**AGREED** to accept the quotation from Evergreen Landscapes and Fencing subject to the revision of the cost down by 10% to at least £8,855 excluding VAT. If this was not achievable, the Council Manager to refer the matter to the Chairman to decide whether to proceed or not.

**Meeting closed at 7:38pm**

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

**Chairman Cllr T J Keane**

**APPENDIX A**

**Summary of Income and Payments for**

**Great Cornard Parish Council up to 23rd January 2023**

|  |  |  |  |
| --- | --- | --- | --- |
| **INCOME UPTO** |   |   |   |
|  | **Source** | **Amount** | **Details** |
| **03.01.23** | Cornard United  | £61.88 | Insurance Reimbursement  |
|   | Cornard United  | £175.00 | Rent  |
|   | Allotments  | £1,075.50 |   |
|   | Cemetery  | £55.00 |   |
| **23.01.23** | Babergh District Council  | £6,000.00 | Locality Budget  |
|  |   |   |   |
|   | TOTAL  | **£7,367.38** |   |
| **EXPENDITURE** |   |   |
| **Direct Debits**  | **Company** |  | **Details** |
|  |  |  |  |
| **16.12.22** | Information Commissioner | £35.00 | Data Protection Renewal Fee  |
| **03.01.23** | Talk Talk | £37.25 | Internet Provision |
| **BACS**  | **Company** |  | **Details** |
| **09.01.23** | Glasdon UK Ltd | £276.96 | New Litter Bin - Clover Court  |
|  | Sudbury Town Council  | £1,757.28 | Community Warden Service - Qrtrly |
|  | Zurich Municipal  | £398.57 | Increase to PC Insurance Premium  |
|  | Hevey Building Supplies Ltd | £107.44 | Fixings/concrete mix for Litter Bin & posts  |
|  | Countrywide Grounds Maint | £497.00 | Grounds Contract for BHL - Monthly |
|   | Babergh District Council | £725.20 | Planning Application Fee for V.Hall |
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|   | **TOTAL** | **£3,762.45** |   |
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