

**GREAT CORNARD PARISH COUNCIL**

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

held at The Stevenson Centre at 7pm on Monday 3rd April 2023

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

 Mrs C J Baker Mrs M Bark Mr A C Bavington Mrs S Bowman Mr K Graham Mr M D Newman Mr S M Sheridan Mr T M Welsh Mrs T E A Welsh 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 Councillor Mrs J Wilson.

1. **CHAIRMAN’S ADDRESS**

The Chairman apologised for his absence from last weeks Committees meeting. He noted that this was the last Full Council meeting before the Elections and thanked Members for their preparation, input and participation in the meetings during this four year term. The Parish Council has achieved a huge amount for the benefit of residents of Great Cornard and overcome issues such as covid. The Chairman wished all those Councillors standing for election good luck.

The edition of Love Your Garden with Alan Titchmarsh which was filmed in Great Cornard is due to be aired on 11th April 2023.

The Chairman asked Councillors Wright and Mrs Bowman for an update on the Environmental and Wildlife Group. Councillor Wright explained that as he has been under the weather recently Councillor Mrs Bowman has been carrying on alone. Feedback has been good so far and the group are on the cusp of finalising the details of what it will look like.

Councillor Mrs Bowman advised that a small committee had been formed, most of the forty volunteers would prefer to be getting on with projects. Two local environmentalists have offered their advice and ideas. Both Councillors will be attending a Webinar on 4th April 2023 which will cover setting up a group and getting projects together.

The Chairman invited the group to give a report at the Annual Parish meeting on 22nd May 2023.

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 and also item 9 as he is a resident of Bures Road and had received a copy of the letter direct.

Councillor Mrs Bark declared a non-pecuniary interest in item 9 as she is a resident of Bures Road and had received a copy of the letter direct.

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 FULL COUNCIL Meeting held on monday 13th march 2023**

**AGREED** that the Minutes of the Full Council meeting held on Monday 13th March 2023 are confirmed and signed as a correct record subject to the following amendments:-

**PAGE H158. ITEM 7. TO RECEIVE DISTRICT AND COUNTY COUNCILLOR’S REPORTS**

**FROM:** Babergh District Council have been asked to contribute £6million towards the cost of relocating the waste depot to Great Lakenham.

**TO:** Babergh District Council have been asked to contribute £6million towards the cost of relocating the waste depot to Great Blakenham.

**PAGE H160. ITEM 11. DEVELOPMENT AND PLANNING COMMITTEE ii) QUESTIONS TO COMMITTEE CHAIRMAN 13TH FEBRUARY 2023 a) PLANNING APPLICATION DC/23/00415 – VILLAGE HALL, BURES ROAD, GREAT CORNARD**

**FROM:** Councillor Baker asked the Council Manager whether she had heard from the Village Hall architects regarding pre-consultation and the solar panels.

**TO:** Councillor Baker asked the Council Manager whether she had heard from the Village Hall architects regarding pre-consultation with Babergh District Council and the question of solar panels.

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

**NONE**

The Chairman aired his frustration about the Police not attending Parish Council meetings, especially after the recent incident at Blackhouse Lane. The Council Manager confirmed that the Police currently issue an online newsletter which is circulated among Members if it contains any reference to Great Cornard. The Police now only commit to attend Annual Parish meetings.

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

District Councillor Newman reported that he had attended the last Babergh District Council meeting and had also visited the offices at Endeavour House which have been refurbished and can now accommodate 48 desks with other staff working from home on a rotating basis.

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

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

1. **CORRESPONDENCE**
2. **Local resident: Speed and road safety on Bures Road**

Members reviewed and discussed correspondence sent to Suffolk County Councillor P Beer by a resident of Bures Road which sets out their concerns regarding traffic safety. The resident has also sent a copy to the Parish Council and several Members. Councillor Newman explained that this matter is known to County Councillor Beer and that he has brought the SCC Road Safety Officer to the village from time to time. The Parish Council has also invested in a Speed Indication Device in an effort to slow down traffic on Bures Road.

Members **AGREED** to write to County Councillor Beer in broad support of the resident’s letter and to write to the Police requesting speed checks be carried out in this area.

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

**13th March and 27th March 2023**

**AGREED** that the Minutes of the Development and Planning meetings held on Monday 13th March and 27th March 2023 are confirmed as a correct record.

1. **Questions to Committee Chairman**

**NONE**

1. **Ratification of Recommended Item 27th March 2023**

**PAGE 2. ITEM 6. TO CONSIDER A QUOTATION TO INSTALL A REPLACEMENT BENCH ON KINGS HILL AS PART OF THE COMMEMORATIVE BENCH PROJECT**

To **RECOMMEND** to Full Council that it purchases the Phoenix bench from Glasdon UK at a cost of £585.00 plus VAT together with a commemorative plaque at a cost of £101.39 plus VAT. Plaque wording to read “To commemorate the Queen’s Platinum Jubilee 2022, Donated by Great Cornard Parish Council”.

Members **AGREED** to purchase the Phoenix bench and use the wording suggested.

Funds to be allocated from the Commemorative Bench Budget.

A Member suggested that the next Parish Council article in Cornard News could be used to advise residents of the cost of the new benches and the Parish Council’s plans to upgrade its streetlights to LED, as well as the energy costs and savings to upgrade from sodium to LED lanterns. **AGREED** .

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

**27th March 2023**

**AGREED** that the Minutes of the Art, Sports and Leisure Committee meeting held on 27th March 2023 are confirmed as a correct record.

1. **Questions to Committee Chairman**

**NONE**

1. **POLICY AND RESOURCES COMMITTEE**
2. **Confirmation and adoption of Minutes of the meeting held on 27th March 2023**

**AGREED** that the Minutes of the Policy and Resources Committee meeting held on 27th March 2023 are confirmed as a correct record.

1. **Questions to Committee Chairman**

**ITEM 7. TO CONSIDER A GRANT FOR THE GREAT CORNARD SWIMMING POOL**

A Member asked whether the Trust had responded to the Parish Council regarding the FY22/23 grant for the swimming pool. The Council Manger advised that the Trust have asked for a copy of the historic agreement but had not submitted an invoice for the end of the FY. The Chairman of the P & R Committee confirmed that the agreement, dated 1990, has never been revoked by the Parish Council or BDC. The Council Manager advised that the full amount of the grant will be earmarked until the matter has been resolved. **NOTED**

1. **Ratification of Recommended Items**

**PAGE 3. ITEM 9. TO RECEIVE A REPORT ON AN INCIDENT AT THE COUNTRY PARK CAR PARK AND RECOMMENDATION TO INSTALL BROADBAND AT THE PAVILION**

To **RECOMMEND** to Full Council that it accepts the quotation from 3IT Limited for a one off installation charge of £80.00 plus VAT together with SOGEA broadband at a cost of £29.00 plus VAT per month to allow the cameras at the Blackhouse Lane Pavilion to be monitored via the internet and a mobile application. **AGREED**

Funds to be allocated from the Blackhouse Lane Budget.

**PAGE 3. ITEM 9. TO RECEIVE A REPORT ON AN INCIDENT AT THE COUNTRY PARK CAR PARK AND RECOMMENDATION TO INSTALL BROADBAND AT THE PAVILION**

To **RECOMMEND** to Full Council that it proceeds with the upgrade of the Parish Council’s broadband with 3IT subject to clarification of final costs. **AGREED**

Funds to be allocated from the Administration Budget.

**PAGE 3. ITEM 10. TO RECEIVE CONFIRMATION OF THE FY2023/2024 ANNUAL INSURANCE PREMIUM**

To **RECOMMEND** to Full Council that it accepts the insurance renewal premium from Zurich Municipal of £8,094.96. **AGREED**

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

**At 7:35pm the Council invited electors of Great Cornard Parish Council to put questions to the Council.**

**At 7:35pm the business of the meeting resumed.**

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

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

1. **To consider an Action Out of Meeting: 19/2022-23**

**NOTED** the Council Vice Chairman authorised an “Action Out of Meeting”

No. 19/2022-23 to instruct the purchase and installation of two disclaimer signs from Auto Innovations at a cost of £296.00 plus VAT which would also help to deter drivers from going over the newly installed thick yellow line.

Funds to be allocated from the Allotment Budget.

1. **To consider an Action Out of Meeting: 20/2022-23**

**NOTED** the Council Chairman authorised an “Action Out of Meeting” No. 20/2022 to approve amended plans for submission to the Planning Authority following concerns raised by both the Babergh Planning and Heritage Officers in regard to the height of the Village Hall extension roof.

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.

**16. TO RECEIVE NOTES FROM THE RECREATION PROVISION WORKING PARTY MEETING ON THE 20TH MARCH 2023**

Members reviewed the notes of the meeting of the Recreation Provision Working Party held on 20th March 2023 to discuss the proposed new play equipment for the Recreation Ground play area which gave an update on the three Contractors submissions. **NOTED**

**17. TO REVIEW TENDER DOCUMENTS RECEIVED IN RESPECT OF THE RECREATION GROUND PLAY AREA IMPROVEMENT PROJECT**

Members reviewed the three quotations for new equipment and discussed the merits of each design scheme.

The Chairman gave a brief overview of the timeframe for the project and thanked both the Council Manager and the Council Administrator for all their hard work on the project.

The Council Manager advised that there will be approximately £74,000 available for the project, £22,000 from Parish Council earmarked funds and £52,000 from a BDC S106 recreation grant which can be applied for now that a decision has been made.

Contractor 3’s quote includes a post installation inspection, an amount will be deducted for this so that the Parish Council can arrange for an independent inspection to be carried out.

A Member asked whether the existing equipment could be repurposed. It was felt that removing the pieces from the ground where they have been concreted in would render them unsafe for reuse. The removal of the adult exercise equipment is not included in this quote and would be a separate project.

Members **AGREED** to accept Contractor 3’s designs and quotation at a cost of £70,000 plus VAT and to award the Contract to Wicksteed Leisure (Contractor 3) once the S106 grant has been approved.

**Meeting closed at 7:53pm**

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

**Chairman Cllr T J Keane**

**APPENDIX A**

**Summary of Income and Payments for**

**Great Cornard Parish Council up to 3rd April 2023**

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| --- | --- | --- | --- |
| **INCOME UPTO** |   |   |   |
| **31/03/2023** | **Source** | **Amount** | **Details** |
|   | Allotments  | £93.00 |   |
|   | Cemetery  | £95.00 |   |
| **Up to**  |   |   |   |
| **03/04/2023** | Babergh District Council  | £483.88 | Bottle Bank Receipts  |
|  | Cornard United  | £191.74 | BHL Rent  |
|  | Cornard United  | £107.58 | Insurance Reimbursement  |
|  |   |   |   |
|   | TOTAL  | **£971.20** |   |
| **EXPENDITURE** |   |   |
| **Direct Debits**  | **Company** |  | **Details** |
|  |  |  |  |
|  |   |   |   |
| **BACS**  | **Company** |  | **Details** |
| **Up to**  | S & K News  | £8.00 | Supply of Suffolk Free Press |
| **31/03/2023** | Wayne Tanswell | £500.00 | Remainder of VH Sign and Repaint  |
|  | Sudbury Town Council  | £2,187.56 | Community Wardens Service - 4th Qrtr |
| **Up to 03/04/2023** | Mrs N Tamlyn | £139.10 | Travel expenses Sept22 to March 23 |
|  | Miss S Kent  | £12.68 | Travel expenses Sept22 to March 23 |
|  | Miss E Skuce  | £18.53 | Travel expenses Sept22 to March 23 |
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|   | **TOTAL Payments**  | **£2,865.87** |   |
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