

**GREAT CORNARD PARISH COUNCIL**

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

held at The Stevenson Centre at 7:00pm on Monday 5th December 2022

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

Mrs C J Baker Mr A C Bavington Mrs S Bowman Mr K Graham Mr M N Newman Mr S M Sheridan Mrs T E A Welsh Mr T M Welsh Mrs P White Mrs J Wilson 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 M Bark. Councillor Mrs J Wilson had advised that she may be late.

1. **CHAIRMAN’S ADDRESS**

The Chairman thanked everyone for attending and asked Members to be careful driving in the coming cold weather.

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.

Councillor Mrs Bowman declared a non-pecuniary interest in item 12 as she resides in Blackhouse Lane.

1. **DECLARATIONS OF GIFTS AND HOSPITALITY**

**NONE**

1. **To confirm the Minutes of the FULL Council Meeting held on monday 14th November 2022**

**AGREED** that the Minutes of the Full Council meeting held on Monday 14th November 2022 are confirmed and signed as a correct record.

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

Members reviewed a report from PCSO Skeggs regarding the recent vandalism at The Stevenson Centre following his conversation with Councillor Bavington and the Council Manager. He advised that stills from the CCTV cameras had produced potential witnesses to the damage which were taken to both senior schools in Sudbury and Great Cornard and shown to staff for potential identification, however this drew a negative response. The decision was made to file the investigation. However, PCSO Skeggs’ sergeant is happy for him to do anniversary checks to try to identify these witnesses. Once these are completed he will update the Parish Council with any outcome.

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

Councillor Newman advised that he would be attending a District Council meeting on 20th December.

The Council Manager advised that hard copies of Babergh’s monthly report which had been circulated via email were available to Members.

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 7:05pm 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 7:05pm.**

1. **CORRESPONDENCE**
2. **James Cartlidge MP: Energy Support Package & Constituency Surgeries**

Members reviewed and **NOTED** correspondence received from James Cartlidge MP regarding the energy support package and constituency surgeries. The Council Manager confirmed that the poster advertising his contact details has been put up in the village noticeboards and in The Stevenson Centre.

1. **Local Resident: Resurfacing of Allotment Car Park**

Members reviewed and discussed correspondence received from a resident who is concerned that the installation of a tarmac car park at the allotments will add to the flooding issues in the area. The Council had already agreed that the semi-permeable tarmac and French drain recommended by the contractor is the most suitable long term solution for the car park. The Council Manager had researched alternative options which had proved to be unsuitable due to the dimensions of the car park and would result in the surface returning to the same condition as it is currently in.

**AGREED** to write to the resident to confirm that the surface would be semi-permeable and that it was too late to change the Council’s decision as the Contract was in the process of being let.

1. **TO RECEIVE AN UPDATE ON THE RESURFACING OF THE ALLOTMENT CAR PARK**

Members reviewed the District Council’s confirmation of the Council’s successful CIL bid of £55,927.50. A meeting was held on Tuesday 29th November between Mrs Tamlyn, Councillors Newman, Wright and Sheridan and the Contractor to review the planned works and confirm that the surface of the car park will be semi-permeable tarmac as used on motorways. With the addition of the French drain the car park will be able to cope with reasonable amounts of water, however, large amounts of rainfall could still cause some flooding in future.

The Council Manager advised that the Full Council’s decision on 12th September 2022 to award the Contract to Contractor 2 for the refurbishment of the allotment carpark subject to the outcome of the Parish Councils CIL bid application to Babergh District Council meant that the Contract could now be let to Contractor 2 (Colne Contracts Ltd) at a cost of £74, 870.00 plus VAT. **NOTED**

Members discussed the disused drainage system on the donkey field next to the car park and the possibility of reinstating it but as the field is in private ownership it was felt that this would not be possible at this moment in time.

1. **TO CONSIDER A RESPONSE FROM THE ENVIORNMENT AGENCY REGARDING THE BLACK BROOK**

Members reviewed correspondence received from the Environment Agency which explained that, as the flood risk is largely limited to low lying gardens and Blackhouse Lane itself, national policy dictates that the EA will not be able to get funding from the government to provide financial assistance for a civil engineered solution to the flooding issues. The EA have, however, put in a bid for funding to complete a flood risk modelling study of the Black Brook. Whilst this will not resolve the issues it will help all stakeholders to understand the flood risk impacts of the management of the Brook and will be available to inform any potential future bids for capital funding.

The Council Manager advised that the Community Wardens had spent two hours clearing weeds and cutting back vegetation in the Brook which had increased the flow of water under the culvert.

It was **AGREED** to make cutting back the vegetation a yearly activity.

A Member has been informed by a resident of Blackhouse Lane that where the Brook crosses their back garden it has been very low this year. It has also been low at the Caravan Park on Bures Road this year which highlights the fact that only certain areas of the Black Brook are affected by high water levels. **NOTED**

Members **AGREED** to keep the matter on the Items Brought Forward list and to follow through with the Environment Agency on the progress of the modelling study of the Black Brook.

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

**14th and 28th November 2022**

**AGREED** that the Minutes of the Development and Planning meetings held on Monday 14th and 28th November 2022 are confirmed as a correct record.

1. **Questions to Committee Chairman**

**NONE**

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

**28th November 2022**

**AGREED** that the Minutes of the Art, Sports and Leisure Committee meeting held on Monday 28th November 2022 are confirmed as a correct record.

1. **Questions to Committee Chairman**

**NONE**

1. **Ratification of Recommended Items**

**PAGE 2. ITEM 9. TO RECEIVE A REPORT ON A POSSIBLE INSURANCE CLAIM FOR DAMAGED FENCE AT SHAWLANDS LNR**

To **RECOMMEND** to Full Council that the Parish Council meets the estimated cost of materials of £200. Sudbury Common Lands Charity to provide labour as part of their contract. **AGREED**

Funds to be allocated from the Recreation Ground Budget.

**PAGE 2. ITEM 10. TO RECEIVE THE NOTES OF A MEETING WITH SUDBURY COMMON LANDS CHARITY REGARDING SHAWLANDS LNR**

To **RECOMMEND** to Full Council to support the proposal to install a new gated entrance to the Woods and to build funds in the FY23-24 Budget. The Council Manager to obtain quotes to install a vehicular access and pedestrian access once approved by the Council. **AGREED**

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

1. **Confirmation and adoption of the Minutes of the meeting held on**

**28th November 2022**

**AGREED** that the Minutes of the Policy and Resources Committee meeting held on Monday 24th October 2022 are confirmed as a correct record subject to the following change:-

**PAGE 2. ITEM 6. TO CONSIDER A QUOTATION FOR A NEW VILLAGE HALL SIGN**

**FROM:**

Members agreed to **RECOMMEND** to Full Council the cost of re-painting the Village Hall (subject to Mr Tanswell’s advice on the colour) at a cost of £460.00 (Ex-VAT), and to create a new sign board painted dark green and cream at a cost of £540.00 (Ex-VAT).

**TO:**

Members **AGREED** the cost of re-painting the sign on the Village Hall (subject to

Mr Tanswell’s advice on the colour) at a cost of £460.00 (Ex-VAT), and to create a new sign board painted dark green and cream at a cost of £540.00 (Ex-VAT).

The Council Manager advised that Mr Tanswell had recommended re-painting the Village Hall sign in the original colours of black and white. **NOTED**

1. **Questions to Committee Chairman**

**NONE**

**iii) Ratification of Recommended Item**

**NONE**

**7.33pm Councillor Mrs Wilson joined the meeting.**

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.

1. **TO APPROVE THE LOCAL GOVERNMENT ASSOCIATION NATIONAL SALARY AWARD 2022-23**

Members **AGREED** to accept Confidential Report F09’s recommendation to implement the pay increase negotiated by the NJC for 2022-23 and to increase staff salaries from 1st April 2022 and backdate salary payments accordingly.

1. **TO RECEIVE A CONFIDENTIAL REPORT ON STAFF APPRAISALS**
2. **Council Administrators**

Members reviewed Confidential Appraisal Report No. F10 and agreed to accept the recommendations of the report.

1. **Council Manager**

Members reviewed Confidential Appraisal Report No. F12 and agreed to accept the recommendations of the report.

**Meeting closed at 7.58pm**

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

**Chairman Cllr T J Keane**

**APPENDIX A**

**Great Cornard Parish Council BACS Payments up to 5th December 2022**

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| --- | --- | --- | --- |
| **INCOME UPTO** |  |  |  |
| **01.12.22** | **Source** | **Amount** | **Details** |
|  | Cornard United | £61.88 | Insurance Reimbursement |
|  | Cornard United | £175.00 | BHL Rent |
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|  |  |  |  |
|  | TOTAL | **£236.88** |  |
| **EXPENDITURE** | |  |  |
| **Direct Debits** | **Company** | **Amount** | **Details** |
| 30.11.22 | Talk Talk | £37.25 | Internet Provision |
|  |  |  |  |
| **BACS** | **Company** |  | **Details** |
| **05.12.22** | Sudbury Print Group | £852.00 | Cornard News |
|  | S & K News | £8.00 | Suffolk Free Press |
|  | Sudbury Town Council | £567.53 | Community Warden-Remembrance Sunday |
|  | 3IT | £227.67 | IT Support |
|  | Porch Project | £1,000.00 | Grant Support (Approved FC Sept 2022) |
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|  | **TOTAL** | **£2,692.45** |  |
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|  | **Transfer** | **£2,655.20** |  |
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