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| **Chair** | **Responsible Finance Officer and Parish Clerk** |
| Ros Alexander | Mrs Catherine Hibbert |
| Email | Ros.Alexander@hawstead-pc.gov.uk | Brokesbourne, Stanningfield Rd, Gt Whelnetham, IP30 0TY |
|  | Email | clerk@hawstead-pc.gov.uk |

Dear Councillor 3rd January 2025

You are hereby **SUMMONSED** to a meeting of Hawstead Parish Council at the Village Hall on **Thursday 9th January 2025 at 7.30 p.m.** The press and members of the public are invited to attend.

**AGENDA**

* 1. **To receive apologies and consider any applications for approval of absence**
  2. **Public forum**2.1 Members of the public invited to make representations on any item on the agenda.

2.2 County Council

2.3 West Suffolk Council

2.4 Police

* 1. **Declaration of interests**

3.1 To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

3.2 To consider any applications for dispensations in relation to declared pecuniary interests.

* 1. **Minutes**  
     4.1 To resolve that the minutes of the Parish Council meeting dated 5th December 2024 be signed as a true and accurate record of that meeting.
  2. **Matters arising**
  3. **Chair Report**

**7. Reports** To receive reports including the following:-

7.1 Communications;

* 1. Highways and safety;
  2. Volunteering
  3. Clerk.

1. **Conservation**

8.1 Greens;

8.2 Footpaths (inc footpath rep);

8.3 River proposals –update on grant funding.

8.4 Tree work

**9. To consider**

* 1. Co-option re casual vacancy
  2. To confirm arrangements for defibrillator awareness session
  3. Correspondence from HCC
  4. WSC proposal re three year contract for grass cutting

**10. Planning applications, appeals and notifications**

10.1 Planning notifications;

10.2 DC/24/1780/HH Householder planning application - a. replacement fenestration, removal of dormer on south east elevations and removal of covered walkway/porch of the dwelling b. partial conversion of store to home office with mono-pitch Roof c. alterations of fenestration of Bothy outbuilding d. outbuilding for plant storage and changing room e. demolition and relocation of garden store with mono-pitch roof at Hawstead Lodge Horsecroft Road Hawstead Bury St Edmunds Suffolk IP29 5NU

10.3 DC/24/1781/LB Application for listed building consent - a. replacement fenestration, removal of dormer on south east elevations and removal of covered walkway/porch of the dwelling b. partial conversion of store to home office with mono-pitch Roof c. alterations of fenestration of Bothy outbuilding d. outbuilding for plant storage and changing room e. demolition and relocation of garden store with mono-pitch roof at Hawstead Lodge Horsecroft Road Hawstead Bury St Edmunds Suffolk IP29 5NU

**11. Finance**

11.1 To receive and approve quarterly financial summary to 31 December 2024

11.2 To receive and approve the bi-monthly financial summary for November-December 2024;

11.3 To approve payments to be made;

**12. Correspondence**

12.1 Playground reports;

12.2 WSC confirmation of tax base calculations

**13. Date of next meetings**

To confirm date of next meeting on **13th March 2025** all at 7.30pm .

*CH*

C Hibbert - clerk