

**HAWSTEAD PARISH COUNCIL MEETING
AT THE VILLAGE HALL
ON 13th January 2022 at 7.30pm.**

Present: Cllrs J West (Chairman), R Alexander (*in part*), P Barham, C Carr and G Rushen. C Hibbert (Clerk).
SCC Councillor K Soons; one member of the public.

Apologies: Cllr H Brewis & P Baker

The filming statement was taken as read.

1. APOLOGIES FOR ABSENCE

Noted.

2. PUBLIC FORUM

2.1 Public participation.

A member of the public requested that consideration be given to the Ramblers Assoc campaign to support communities in reregistering lost paths in their localities. The Council expressed interest in receiving information about the whereabouts of these historic routes around Hawstead and it was **AGREED** to add an associated item to the next agenda.

2.2 County Council. C Cllr K Soons presented her report, a copy of which will be uploaded onto the PC website. The Council thanked KS for her support in addressing the highways issues along Bells Lane and noted her role as vaccinator in the current pandemic response.

2.3 West Suffolk Council. No report received.

2.4 Police; a link to the most recent police report is available at <https://www.suffolk.police.uk/your-area/haverhill>.

3. DECLARATION OF INTERESTS

3.1 No declaration of interests was disclosed;

3.2 No dispensations were granted in relation to any identified pecuniary interests.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 9th DECEMBER 2021.

The minutes from the Parish Council meeting dated 9th December 2021 were **APPROVED** and signed as a true and accurate record of this meeting.

5. REPORTS

5.1 Communications; AB has taken over as website coordinator, for which thanks; a letter of thanks has been sent to outgoing website administrator, AP, to acknowledge his exceptional decade of service in this role.

5.2 Greens; a quote from WSC has been received for the summer season 2022 (£1,888.96 net); a slight modification is needed to the proposed mowing schedule; on the basis that; (i) it has been difficult in previous years to find contractors with the variety of equipment required to undertake this work; (ii) WSC has undertaken the mowing work at Hawstead satisfactorily recently; and (iii) the quote for 2022 represents a significant saving on the contract price agreed for 2021, it was **AGREED** to accept this quote (on condition that the further modification to the schedule is included in the contract) despite only one quote having been received. It was **NOTED** that the grant received from the RPA will reduce with effect from 2023.

RA joined the meeting at 8pm.

5.3 Conservation; the meeting heard that; (i) it is hoped that the volunteer group can start work on the Brook Green before the end of February; (ii) a piece for Village Voice outlining proposals for this area is being prepared; (iii) a flycatcher has been recently spotted in the village which is encouraging; (iv) consideration is being given on how to create green paths to link to the surrounding villages.

5.4 Footpaths; the meeting heard that SCC is yet to action various reported problems. It was **AGREED** to provide details to KS to follow up on.

Signature.....

5.5 Highways; the meeting heard that the condition of Bells Lane continues to cause concern (whilst the Sicklesmere diversion is in place); there are a number of other highway defects around the village which will be monitored and reported as appropriate. It was **AGREED** that councillors would now approach a local landowner for permission to install a warning sign at Larkfield corner on private land as previously discussed.

5.6 Volunteering; the volunteer group - pandemic permitting- hopes to arrange a couple of working parties at Brook Green before the start of the nesting season.

5.7 Clerk. The clerk report was received and **NOTED**.

6. TO CONSIDER

6.1 Proposal to delegate decision making powers to clerk in the event that it is not possible/advisable for the Council to meet formally in person due to Covid-pandemic; it was **AGREED** that in the event that it is not possible/advisable for the Council to meet formally in person in the future due to the Covid-19 pandemic, decision making powers are now delegated to the clerk (as required) provided that the clerk shall consult with all members of the Council before taking any action (by online meeting (open to the public) and/ or email as appropriate) and shall provide a full report of any action taken in exercise of those powers.

6.2 Response to Community Governance Review. Following discussion it was unanimously **AGREED** that no response was required to this WSC consultation.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

7. Planning applications, appeals and notifications

7.1 DC/21/2451/HH: Householder planning application - a. re-render east elevation and eastern extensions b. partial demolition of flat roofed east extension and re-build at Pye House Lawshall Road Hawstead IP29 5NR; the meeting noted that the footprint and height of the proposals are identical to the current structure and that the choice of materials is sensitive; the Council **AGREED** to **SUPPORT** the proposals.

7.2 DC/21/2452/LB: Application for listed building consent - a. re-render east elevation and eastern extensions b. partial demolition of flat roofed east extension and re-build at Pye House Lawshall Road Hawstead IP29 5NR; the meeting noted that the footprint and height of the proposals are identical to the current structure and that the choice of materials is sensitive; the Council **AGREED** to **SUPPORT** the proposals.

8. FINANCE

8.1 To receive and approve the quarterly summary of finance to 31 December 2021; received and **APPROVED**. A copy is attached to these minutes.

8.2 To receive and approve the bi-monthly financial summary for November-December 2021; received and **APPROVED**.

8.3 To approve payments; the following payments were **APPROVED:-**

	Detail	Cheque no/online payment	Net (of VAT)	Vat	TOTAL
1	CH refund -Litter pick honorarium	Online	100		100
2	CH refund - Website honorarium	Online	50		50
3	Community Heartbeat Trust	Online	88.00	17.60	105.60
4	CH wages	Online	865.20		865.20
5	Rougham Estates Xmas Tree	Online	99.79	19.96	119.75
6	C Hibbert 1 & 1	Online	14.97	2.99	17.96
7	C Hibbert exps	Online	52		52
8	CH refund -Litter pick honorarium	Online	100		100

Signature.....

9. CHAIRMAN'S SUMMARY: Suggestions for marking the Queen's Jubilee locally were discussed; these will be discussed further by Hawstead Community Council; the issue of funding is yet to be discussed. JW noted his intention to stand down as Chairman after ten years in May 2022 and requested that councillors consider putting themselves forward for this role.

10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received:-

10.1 Play area reports for December 2021 and January 2022;

10.2 Charging point information.

11. DATE OF NEXT MEETING

Thursday 10th March 2022 at 7.30pm.

The meeting closed at 8.20pm.

Distribution

All Cllrs

Email list

Website

Noticeboard

Docs before the meeting

CC reports

Clerk report

Bi Monthly

Quarterly summary

Signature.....

Attachment 8.1

HAWSTEAD PARISH COUNCIL: SUMMARY OF RECEIPTS & PAYMENTS YEAR ENDING 31 MARCH 2022 as at 31 DEC 2021

RECEIPTS	21/2022 Actual	Budget 20/21	20/2021 Actual	PAYMENTS	Actual 21/22	Budget 21/22	Actual 20/21
DEFRA /RPA grant	1,897.87	1500	1963.13				
Precept	7400	7400	7200				
Wayleaves	41.44	50	41.44				
Bottle bank	481.80	250	420				
Locality grant			841	HCC		0	984.34
Community orchard				Community orchard		0	47.01
Contribution to Xmas tree				Xmas tree			88.96
Contributions to printing				Journal (Printer costs)		0	
VAT REFUND	517.14		1182.63	VAT PAID	140.43	0	517.14
				Grants s137		150	150
				Grants GPOC	750		
				Personnel (wages/tax + expenses)	1730.40 + 104	4000	3460.80+ 242.66
				Admin (CO, room hire/payroll)	34	350	210.90
				Subscriptions	214.44	250	185.72
				Training		150	25
				Insurance	304.30	350	304.30
				Audit fee	158	170	155
				Misc	519.29	300	185.99
				Reserves/legal fees			
				Tree work			
				Village maintenance	243.46	400	98
				Village greens		2750	1271.26
				Defibrillator	135	50	135
				Website fees	224.82	300	299.76
TOTAL RECEIPTS	10338.25	9,200	11,648.24	TOTAL COSTS	4578.05	9200	8,362.04

Sumfin 311221

Signature.....