

**HAWSTEAD PARISH COUNCIL MEETING
AT THE VILLAGE HALL
ON 14th July 2022 at 7.30pm.**

Present: Cllrs P Baker (Chairman), J West, R Alexander, P Barham, C Carr, H Brewis and G Rushen. C Hibbert (Clerk).

Three members of the public.

Apologies: N/a

The filming statement was taken as read.

The meeting started at 7.30pm.

1. APOLOGIES FOR ABSENCE

SC Cllr K Soons.

2. PUBLIC FORUM

2.1 Public participation.

A member of the public sought contact details for the owners of a recently-sold, non-residential property in the village.

2.2 County Council. In her absence, a copy of C Cllr K Soons' report was received and will be loaded onto the website.

2.3 West Suffolk Council. No report received. The meeting thanked WS Cllr N Wiseman for the help he had given the Council in installing road signs at Larkfield Corner.

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 declarations of interest were disclosed;

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

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 12th MAY 2022.

The minutes from the Parish Council meeting dated 12th May 2022 were **APPROVED** and signed as a true and accurate record of this meeting.

5. REPORTS

5.1 Communications; the meeting heard village communication groups continue to work well; a recent internet outage has been resolved.

5.2 Greens; the meeting heard that; (i) CC had done a ragwort pull ahead of the hay cut – there is less ragwort than in previous years; (ii) the hay on the green has been cut and baled – thanks to RD; (iii) tree work at the Millennium Field has now been completed; (iv) CC will research (cost and style) labels for the Millennium Field fruit trees; (v) AP will research (supplier/ price) replacement fruit trees for those specimens in the community orchard which have died; (vi) HCC is working on a new configuration for the barriers around the overflow parking area by the hall to allow a wider, more visible access for cars; (v) whilst no formal response has been received from the relevant landowners, access to the field behind the bus stop is being undertaken with less impact on the Green, as requested; (vi) a volunteer work party to rake up and pile the cut grass lying behind the bus stop will be organised to reduce fire risk.

5.3 Conservation; nothing to report.

5.4 Footpaths; the meeting heard that; (i) growth around the footpaths is high – JW has strimmed Market Path, for which thanks and PB has strimmed the Cranks recently for which thanks; (ii) the 'Lost Footpath' working party had met and has identified a number of footpaths which are not included on the Definitive Footpath map; evidence (from older maps etc) is now being collated to support an application to restore the legal status of these footpaths; this is a long process during which landowners will be consulted; the possibility of conflict with landowners during this process was noted.

Signature.....

5.5 Highways; the meeting heard that; (i) signage for Larkfield Corner has been installed – thanks to support from WS Cllr N Wiseman (item 2.3 above); (ii) GR has logged various issues with SCC; (iii) a grit bin near the Pound had been destroyed in a road accident. It was **AGREED** that prices for replacement grit bins should be obtained for the next meeting given that the excess would render an insurance claim uneconomic; (iv) GR has spoken with the body leading the ANPR scheme in Hawstead and elsewhere funded by SCC which will gather speed data and shape how this emerging equipment is best deployed around the County. While the ANPR project is ongoing, it will not be possible to run any other speed initiatives such as Speedwatch/SID machines.

5.6 Volunteering the meeting heard that there are now 25 residents interested in volunteering and plans are afoot to deploy this group on a regular basis to tackle various projects around the village – thanks to JW for coordinating.

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

6. TO CONSIDER

6.1 WSC request for councillors to review their registers of interest; it was **AGREED** that councillors would review their registers of interest and submit any updated documentation to WSC as appropriate.

6.2 Purchase of spare defib pads; it was **AGREED** that spare pads should be ordered as suggested by Community Heartbeat Trust.

6.3 Jubilee tree project; It was **AGREED** that JC/CC/Clerk/JW would liaise to agree type/delivery date for the *malus evereste* jubilee tree (budget of up to £300 agreed at May 2022 meeting).

6.4 Jubilee lunch proposal; it was **AGREED** that the Council would contribute £500 towards the cost of the recent Jubilee community lunch.

6.5 Photo book proposal; the meeting heard about plans to organise a village photobook – details of the costings/ any financial support required will follow in due course for consideration.

6.6 Grass cutting around Village Hall. It was **NOTED** that HCC is seeking third party contractors to mow around the village hall in preparation for weddings. It was **AGREED** that CC would liaise with HCC to ensure clarity about the areas to be cut by the respective HCC and HPC contractors.

6.7 Website proposal. It was **AGREED** that the clerk should explore with the current website platform the availability of dedicated PC email accounts for each councillor and a website accessibility statement; the clerk should also aim to take on the updating of the PC section of the website to relieve the burden on the current administrator.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

7.1 Planning notifications

No decisions have been granted since the last meeting.

7.2 DC/22/1117/FUL Planning application - one dwelling (following the demolition of existing dwelling) at Church Farm Church Road Hawstead Suffolk IP29 5NT; The meeting unanimously resolved to **SUPPORT** this application.

7.3 DC/22/0892/LB Application for listed building consent - a. external render and joinery colour change to dwelling, outbuilding and garage b, driveway piers demolished and rebuilt c. internal alterations to kitchen and bathroom including removing of internal walls d. replacement of balusters and newel caps to internal staircase e. internal and external alterations to outbuilding f. installation of air source heat pump at Church House Church Road Hawstead Suffolk IP29 5NT; the meeting unanimously resolved to **SUPPORT** the application.

7.4 DC/22/0891/HH Householder planning application - a. external render and joinery colour change to dwelling, outbuilding and garage b, driveway piers demolished and rebuilt c. installation of air source heat pump at Church House Church Road Hawstead Suffolk IP29 5NT; The meeting unanimously resolved to **SUPPORT** the application.

7.5 Agree (any) response to Local Plan Review preferred options consultation The Council resolved not to submit any comments on behalf of the Council (as there was no specific allocations affecting the community); residents of course may comment in their own right on proposed policies.

8. FINANCE

Signature.....

8.1 To receive and approve the bi-monthly financial summary for May-June 2022; received and **APPROVED**.

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

	Detail	Cheque no/online payment	Net (of VAT)	Vat	TOTAL
1	Stuart Bradnam	online	550.00	110	660.00
2	SALC audit	online	161.00	32.20	193.20
3	C H salary	online	925.80		925.80
4	CH 1& 1	online	14.97	2.99	17.96
5	HMRC	online	14.40		14.40
6	P B exp	online	16.10		16.10
7	CH Exps	online	52.00		52.00
8	ICO	DD	35.00		35.00
9	Hawstead CC	online	500		500

8.3 To approve financial summary to 30 June 2022; received and **APPROVED** – copy attached to minutes.

8.4 To receive and approve internal audit report for year ending 31 March 2022. Received and recommendations **APPROVED**.

10. CHAIRMAN'S SUMMARY: the Chairman thanked those present for their contributions and highlighted the forthcoming fete on 4 Sept, for which help will be required.

11. CORRESPONDENCE AND CIRCULARS

The following correspondence was received:-

10.1 Play area reports for June and July 2022;

10.2 Anglian Water strategic water network programme update; it was **AGREED** to submit a response to the Anglian Water survey highlighting the presence of the roadside verge.

10.3 ANPR correspondence

12. DATE OF NEXT MEETING

Thursday 8th September 2022 at 7.30pm.

The meeting closed at 8.45pm.

Distribution

All Cllrs

Email list

Website

Noticeboard

Docs before the meeting

CC report

Clerk report

Bi Monthly summary

Financial summary to 30/6/22.

Internal audit report

Signature.....

Attachment to item 8.3 HAWSTEAD PARISH COUNCIL: SUMMARY OF RECEIPTS & PAYMENTS YEAR ENDING 31 MARCH 2023 as at 30 June 2022

				<u>2022/23</u>		
<u>RECEIPTS</u>				<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
				£		
Precept				7,400.00	7,400.00	0.00
Wayleave				41.44	50.00	-8.56
Bottle Bank					250.00	-250.00
Grant					1,500.00	-1,500.00
reserves					200.00	-200.00
Misc					0.00	0.00
VAT						0.00
				7,441.44	9,400.00	-1,958.56
<u>PAYMENTS</u>				<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
Misc				0.00	350.00	0.00
Admin				0.00	200.00	200.00
Audit fees				0.00	180.00	180.00
Clerk's salary(inc tax)				0.00	4,000.00	4,000.00
Clerk exps				5.58	0.00	-5.58
Greens				1436.00	3,020.00	1,584.00
Insurance				0.00	350.00	350.00
Repairs/maintenance				324.40	300.00	-24.40
Training				0.00	150.00	150.00
Subscriptions				189.91	250.00	60.09
VAT				601.06		-601.06
Grants				0.00	150.00	150.00
Trees					0.00	0.00
defib				0.00	150.00	150.00
website				74.94	300.00	225.06
				2,631.89	9,400.00	6,768.11
<u>Reconciliation of R. & P. Book</u>						
Balance b/f 01.04.22			£21,419.09			
Receipts			£7,441.44			
Payments			-£3,801.89			
			£25,058.64			
TOTAL			£25,058.64			
<u>Bank Reconciliation balances as at</u>						
Lloyds Balance as at 30.06.22			£25,058.64			
less unrepresented cheques as at 30.06.22						
			£0.00			
TOTAL Bank Reconciliation						

Signature.....