

**HAWSTEAD ANNUAL PARISH MEETING HELD AT THE VILLAGE HALL  
AT 7 P.M. ON THURSDAY 11th MAY 2023.**

Present: P Cllr P Baker (Chair) & Clerk C Hibbert.  
SC Cllr K Soons (in part); 13 members of the public (including five parish councillors)

1. APOLOGIES: None.

2. MINUTES OF ANNUAL PARISH MEETING –12TH MAY 2022.

The minutes of the Annual Parish Meeting held on 12<sup>th</sup> May 2022 were circulated and **APPROVED** as a true and accurate record and signed accordingly. (Proposed by JW, seconded by PB – all in favour).

5. ANNUAL REPORTS

**Report from Khaki Devil**

TG of Khaki Devil outlined their activities over the previous year; theatre /film work has not yet returned to pre-covid levels; however the education offer is going from strength to strength as school parties opt to undertake the battlefield experience in Hawstead rather than in Belgium/France. School parties travel from as far as Scotland. The hotted history talks continue to thrive.

**Hawstead Community Council:** JS presented the report of the HCC chair – full copy attached to minutes. It was highlighted that the SW will be standing down as chair shortly. The Chair thanked SW and all the HCC team for their efforts in running the village hall so well; it was noted that small community groups are often kept alive thanks to the incredible effort of small dedicated volunteer teams.

**Carpet Bowls:** a report from RH was received – full copy attached to minutes.

**Hawstead Oil Group:** a report from MH was received – full copy attached to minutes.

**Website and History Recorder's report** AP outlined the role of the History recorder in local communities. More than 50% of parishes have a history recorder and these operate under the umbrella of the Suffolk Local History Council. AP referred to his 2022 report which can be viewed on the HPC website. This covers topics including the activities of local groups, organisations and businesses, local planning matters and references to the village in the local press. AP confirmed that he has placed some material on deposit in the County Archive; AP is keen to step down and is looking for a successor to take on this role from 2024. On separate matters, AP provided an update on his investigation into the acquisition of a copy of the Hawstead Tithe Map and also noted that there are two spaces left for trees in the Millennium Orchard; a resident has kindly offered to supply the trees.

**Jammie Dodgers;** a report was received from JW about the 24 strong local volunteer group – the Jammie Dodgers; a number of projects have been successfully undertaken including the opening up of a new stretch of footpath at Brook Green, installation of a new handrail, weeding in the village hall car park; cleaning the entry gates and signage. This group is on the lookout for new projects. The Chair thanked JW for his report and for all his work in mowing the area immediately around the village hall.

**All Saints Church Hawstead:** a report was received from the church warden - copy attached to minutes.

3. COUNTY COUNCIL (out of turn); a report from S Cllr KS was received – summary attached to minutes. Full report on HPC website. SC Cllr Soons highlighted the new highway repairs contract which it is hoped will bring improvements to the current road conditions across the County; she also highlighted proposed improvements to SEND country wide.

Q Is there a need for Sizewell in order to provide additional electricity for the County? KS highlighted that the Sizewell application was determined by the Secretary of State and not any local authority; SCC had sought to secure improvements to the scheme which will lessen the negative impacts of such a large scale project on surrounding communities.

Q What is SCC doing to support children with SEND especially at exam time; KS replied that SCC has accepted that both SEND children and their teachers need further support.

4. DISTRICT COUNCIL (out of turn): the meeting heard that KS Soons has recently been elected as District Councillor for Hawstead. No further report.

6. CLERK'S REPORT – The clerk reported on the finances of the Parish Council - copy attached to minutes.

7. CHAIRMAN'S REPORT - The PC chairman delivered his report. He thanked all the local volunteers involved in the various community groups including the Jammie Dodgers and The Hawstead Community Council – in particular SW, the current chair. He encouraged further volunteers to come forward to support local groups. Finally he thanked the Councillors and Clerk for their work during the year.

## 8. PUBLIC SESSION

No comments received.

9. DATE OF NEXT MEETING – 9<sup>th</sup> May 2024. The Chairman thanked everyone for attending and declared the meeting closed at 8.00pm.

## **ATTACHMENTS**

*The names of individuals mentioned in these reports are abbreviated for GDPR reasons*

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### **Hawstead Community Council Chair's Report 2022-23**

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Hawstead Village Hall is now open fully for business. The past 12 months have seen plenty of activity, both village events and private hires.

Community events for the year included a Spring Plant Fair in May, the Platinum Jubilee celebrations in June, our September Fete and Produce Show, a Halloween Tea Party, the Triple-20s Christmas Lunch, Christmas drinks for the village, a children's Christmas party and a Curry Night fundraising primarily for St Nicholas Hospice. For the village children, we also funded pantomime tickets for the under-12s, and Hawstead's Christmas Elves and Easter Bunnies made home deliveries of chocolate coins and Easter eggs to all children aged 16 and under.

Our regular weekly hirers have kept constant over the past 12 months, including three weekly yoga sessions, a Thursday night fitness class, and Hawstead Bowls Club on a Tuesday evening. In addition, the hall has continued to be used for a monthly events by the MND Association and our local wine appreciation group (HATS). The parish council has held its meetings in the main hall bimonthly, with some ad hoc smaller meetings accommodated in the meeting room. The meeting room is also being hired 3 days a week for private counselling sessions. West Suffolk Beekeeping Association has continued to use the hall for its spring training course, although its monthly meetings have moved elsewhere. Friday Night Fish & Chips in the hall car park has continued on a monthly basis.

Private hires have been dominated by 12 weddings during the summer of 2022, which we think is probably a post-COVID anomaly. We have also started limiting hires to non-residents to a minimum of 6 hours, because the volunteer work involved with smaller hires and the subsequent cleaning costs make them unviable.

We conducted a village consultation at the end of 2022 to engage with residents about their thoughts on the village hall and how the Community Council is working on their behalf. About one-third of households responded. In general, residents were happy with the village hall and play area, although a small minority were concerned about disturbance caused by some hall hires. We followed this consultation up with a clubs morning to try to convert the interest shown on paper for a number of new village clubs into real activity and change. Unfortunately very few residents came along. We have made very clear that villagers need to get together to create their own clubs and activities... the Community Council cannot do it all for them.

Following our consultation, we also made some changes to our bookings policy. It was made clear that these amendments would be reviewed annually in May by the incoming Community Council members. Since the start of 2023 we have offered free hall hire to the bowls club and HATS on the understanding that they are truly open to all villagers and not a closed group. We are also not currently charging the parish council for its use of the hall.

The Community Council has supported a number of charities with free hall hire. These have included Macmillan Cancer Support and St Nicholas Hospice. We have also worked with the local church team to offer a number of no-cost events for them, including the Advent service and Lent lunch.

Our Village Voice newsletter has continued, albeit published once every 2 months or thereabouts. We are still seeking a new volunteer to take it over.

At present our bank account is very healthy at in excess of £40,000, although it should be remembered that £32,000 or thereabouts represents COVID grants. This financial year we have spent money on the following:

- roof ridge tile repair/replacement
- a new kitchen floor
- a new picnic bench in the play area
- a new sound control system
- a new CCTV/internal camera system
- a new remote-access heating control system
- radiator pipework repair in the main hall

- replacement equipment for broken items after hires
- new Bluetooth connectivity and wireless reception in the village hall
- new curtains and blinds (awaiting delivery).

There is an ongoing issue with damage to the main hall floor caused by a radiator water leak which will be investigated further in the autumn. It is likely that a new floor for the main hall/corridor will be needed winter 2023/24. We had hoped to fully replace the play area barked surface this winter, but more important issues arose that required urgent attention.

As a Committee, JS has worked hard to manage building maintenance, helping to maintain the quality of the building fabric, fixtures and fittings. BB has offered his secretarial skills to keep minutes of our meetings, and ensured that the bins have been put out and brought back in for rubbish collection. LJ, our Treasurer, has worked hard to keep finances correctly accounted, as well as issuing bond refunds and paying invoices. CM, ALF and AB have been focusing on social event management and community engagement, while AB has been dropping into the hall weekly to ensure housekeeping tasks are completed. SW has remained as chair, and has also been managing the bookings while we continue to seek a new Bookings Clerk. We remain keen to find an efficient and long-term Bookings Clerk, hopefully supported by a flexible caretaker and a dynamic volunteer committee.

This May will see a number of changes to the Community Council that will hopefully share workload between more volunteers. A number of current members of the Management Committee are stepping away, but they are remaining involved in a more informal capacity so that skills and enthusiasm aren't lost. All four honorary positions will also have new incumbents. So with a few spaces on the Community Council Management Committee for 2023-24, we hope to see some new faces involved!

We have a fabulous team of residents who support the elected Management Committee, as shown by our recent Coronation Tea Party. Of particular note are:

- JW, who has kindly audited our accounts and helped with mowing the cut areas around the village hall
- JWe, who has been cutting grass regularly in the play area during the spring and summer months to ensure everything remains smart and tidy
- CR and BM, who have effectively been on call all year in times of emergency with the building.

SW

Hawstead Community Council

May 2023

Carpet bowls  
Oil Group  
All Saints Church

<b>April 2022</b>	
£350,000 of funding to support the ambitions set out in the Suffolk Violence Against Women and Girls Strategy 2022.	Page 4
Suffolk Highways will resurface 150 miles of new roads across 173 different sites across the county.	Page 5
<b>May 2022</b>	
Suffolk County Council has planted 198,547 trees across Suffolk in just the last two years.	Page 7
<b>June 2022</b>	
New scheme based in Felixstowe reuses over 800,000 tonnes of water.	Page 8
Funding for second phase of £45 million five-year project agreed by Cabinet.	Page 9
<b>July 2022</b>	
Authorities in Essex and Suffolk have united to condemn the current proposals for a 180km network of 50m tall electricity pylons.	Page 11
Suffolk County Council will focus on ensuring that the county sees the maximum benefits from Sizewell C project.	Page 12
A new map for hauliers plotting routes for journeys across Suffolk has been drawn up.	Page 13
<b>August 2022</b>	
The council submitted a bid of £1,362,000 to the Department for Transport, as part of the Local EV Infrastructure (LEVI) pilot scheme.	Page 15
<b>September 2022</b>	
Mobile number plate recognition system to be rolled out across Suffolk.	Page 17
<b>October 2022</b>	
Work on a major expansion of the Foxhall Recycling Centre near Ipswich to begin.	Page 19
The Council agreed a new wave of funding to provide places for children and young people with SEND.	Page 20
<b>November 2022</b>	
A project with the aim of replacing all 43,400 streetlights across Suffolk with sustainable, longer-lasting, and cost-saving LED bulbs nears completion.	Page 22
Ground-breaking new guidelines for developers to help them design sustainable and low-carbon neighbourhoods have been launched by Suffolk County Council.	Page 23
Suffolk Archives Service has received its Provisional Archive Service Accreditation from The	Page 24

National Archives.	
A new initiative named Multiply Suffolk, which will offer adults an opportunity to improve their numeracy skills, has launched in Suffolk.	Page 25
Almost £300,000 of funding has been allocated to six new projects which aim to support victims and prevent violence against Women and Girls.	Page 26
<b>December 2022</b>	
A landmark devolution deal, which puts money and power over building, regeneration and skills into the hands of leaders in Suffolk will be signed.	Page 29
<b>January 2023</b>	
Adult care services and children's services will receive £47m more funding as part of Suffolk County Council's £685m budget proposals.	Page 32
Suffolk County Council has reduced its carbon emissions by 15% in the last two years.	Page 33
<b>February 2023</b>	
Milestone Infrastructure, part of M Group Services, has been awarded Suffolk's new highways services contract, which will begin on 1 October 2023.	Page 35
CRMP was brought to Cabinet to seek approval for its adoption from April 2023.	Page 35

**HAWSTEAD PC**  
**SUMMARY RECEIPTS & PAYMENTS**  
**FOR THE YEAR ending 31/3/23**

<u>RECEIPTS</u>	2022/23		Variance
	Actual	Budgeted	
	£		
Precept	7,400.00	7,400.00	0.00
Wayleave	41.44	50.00	-8.56
Bottle Bank	402.60	250.00	152.60
Grant	2,266.17	1,500.00	766.17
reserves		200.00	-200.00
Misc		0.00	0.00
VAT	274.68		274.68
	<u>10,384.89</u>	<u>9,400.00</u>	<u>984.89</u>

<u>PAYMENTS</u>	Actual	Budgeted	Variance
Misc	260.75	350.00	89.25
Admin	73.00	200.00	127.00
Audit fees	161.00	180.00	19.00
Clerk's salary(inc tax)	3,820.80	4,000.00	179.20
Clerk exps	109.58	0.00	-109.58
Greens	3619.28	3,020.00	-599.28
Insurance	374.02	350.00	-24.02
Repairs/maintenance	1,019.30	300.00	-719.30
Training	0.00	150.00	150.00
Subscriptions	189.91	250.00	60.09
VAT	1,499.79		-1,499.79
Grants	1,000.00	150.00	-850.00
Trees	2,303.00	0.00	-2,303.00
defib	181.00	150.00	-31.00
website	299.76	300.00	0.24
	<u>14,911.19</u>	<u>9,400.00</u>	<u>-5,511.19</u>

Reconciliation of R. & P. Book

Balance b/f 01.04.22	£21,419.09	
Receipts	£10,384.89	
Payments	-£14,911.19	
	<u>£16,892.79</u>	<u>                    </u>
<b>TOTAL</b>	<b><u>£16,892.79</u></b>	<b><u>                    </u></b>

Bank Reconciliation balances as at

Lloyds Balance as at 31.03.23	£16,892.79
<b>less unpresented cheques as at</b>	<b>£0.00</b>

£16,892.79

**TOTAL Bank Reconciliation** **£16,892.79**