

**HAWSTEAD ANNUAL PARISH MEETING HELD AT THE VILLAGE HALL
AT 7 P.M. ON THURSDAY 9th MAY 2024.**

Present: R Alexander (Chair) & Clerk C Hibbert.
12 members of the public (including five parish councillors)

1. APOLOGIES: P Baker; A Parrett.

2. MINUTES OF ANNUAL PARISH MEETING –11TH MAY 2023.

The minutes of the Annual Parish Meeting held on 11th May 2023 were circulated and **APPROVED** as a true and accurate record and signed accordingly. (Proposed by JW – all in favour).

3. COUNTY COUNCIL In the absence of SC Cllr Soons, no report was available. A report was received after the meeting, a copy of which is on the website.

4 DISTRICT COUNCIL In the absence of SC Cllr Soons no report was available. A report was received after the meeting, a copy of which is on the website.

5. ANNUAL REPORTS

Hawstead Community Council: a report from JS was received – full copy attached to minutes.

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.

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

History Recorder's report; a report will be uploaded to the website in due course.

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

7. CHAIR'S REPORT - The Chair delivered her report which covered; (i) an update on the SALC conference she had attended; (ii) the impact of emerging local planning policy on Hawstead, which sits within both the Lark Corridor and the Horringer Farmland Area of Valued Landscape; (iii) the role of Hawstead PC as riparian landowner; (iv) the role of the River Lark Catchment Partnership of which she is Chair; (v) the current poor condition of the River Lark and the aspiration to restore the River Lark to a healthy condition; (vi) volunteers undertaking water testing within Hawstead; (vii) thanks to Jammie Dodgers, History recorder, river testing volunteers, HCC, clerk and all other groups which contribute to making the village such a great place to live; (viii) nomination of resident CR for a Councillors Award in recognition of his years of voluntary service to the village (litter picking) – award to be presented in due course; (ix) thanks were noted to P Baker who has now stood down from the Council, for his term of service as Parish councillor including a period as Chair.

8. PUBLIC SESSION The following matters were raised:

(i) The Anglian Water work to lay a new strategic pipeline through the village has had a negative impact on the local roads which are now in a poor condition. The meeting heard that the Council has encouraged AW to reinstate the condition of the verges; (ii) Overflowing ditches are contributing to the poor condition of road and verges; (iii) a deep gouge has been left in Church Road by farm machinery which is causing hazards to cyclists; this has been reported to SCC; (iv) speculation about onward use of Pinford End following its recent closure; (v) AW water treatment work at Pinford End to remove phosphates; (vi) the disruption caused to local businesses by road closure signs remaining in place too long/ providing general information only regarding the closures; (vii) a request for local businesses to be invited to the APM going forward; (viii) The owner of local company Khaki Devil updated the meeting on its activities over the course of last year, which include continuing an educational offer to schools and regular local history talks; (ix) a request for better advertising for the APM.

JW proposed vote of thanks to HCC for management of the village hall, to the PC clerk and to the current chair of the Council for their respective ongoing work.

9. DATE OF NEXT MEETING – 8th May 2025. The Chair thanked everyone for attending and declared the meeting closed at 7.45pm.

ATTACHMENTS

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

Draft

Attachment 5. Reports

HAWSTEAD COMMUNITY COUNCIL - ANNUAL GENERAL MEETING HAWSTEAD VILLAGE HALL MONDAY 13 MAY 2024 CHAIRMAN'S REPORT 2023-2024

My first year as Chairman of HAWSTEAD Community Council has now ended.

My thanks and gratitude go out to an excellent team of Committee Members, who helped me get through the year.

It is noted that all members of the Committee are volunteers and willingly give up their own time for the benefit of the community.

Some of the members took responsibility for new roles, ably assisted by others.

Susanne enthusiastically fulfilled her role as Treasurer and ensured that we only spent where necessary and kept the finances in order.

The Treasurer's end of term report will show a healthy balance in excess of £45,000.

Amanda took on responsibility as Bookings Clerk, a difficult and time consuming role at times but one which she coped with very well.

Louisa became Secretary, ensuring that minutes were taken during our bi monthly Executive Committee meetings including the Annual General Meetings and any other additional meetings throughout the year.

Bob continued helping me with any maintenance issues and his DIY skills have been invaluable.

Ali took responsibility for housekeeping matters ensuring that supplies were checked weekly and ordered as required.

Caroline took the lead in planning and organizing the main social events including the Annual Fete and the Senior's lunch.

Tam and Joe headed up the planning of other social events throughout the year including the villager's Christmas drinks, now to be known as the villager's New Year drinks.

The Shanty Folk evening, which was well supported by those attending.

The whole Committee worked extremely well as one big team and helped each other out when required, for which, once again I offer my thanks and appreciation.

I should take this opportunity to thank, on behalf of the Community Council, a number of villagers who help us out.

JW who audits our accounts and for mowing the cut area around the village hall.

JW who cuts the grassed area within the play area during the spring and summer months.

CP, BM and DD who, when necessary and requested in an emergency, are willing to come out to assist with any issue which arises.

Welcome and thanks to **Maz** who, although very new to the village, has dived in at the deep end and volunteered to be the new editor of the Village Voice.

Jammie Dodgers a team of village volunteers who, under the direction of **JW**, form together periodically to take on any odd jobs in and around the village as required.

In previous years it has been necessary to employ a cleaning company to do general cleaning and tidying up after events, in particular weddings. This contract also included washing up.

Unfortunately, we no longer have this arrangement and we found it necessary to advertise for someone to fill the vacancy.

Also, we advertised for someone to take on the role of washing up, after events.

We were unable to fulfil these roles on a volunteer basis, so they were advertised as paid roles.

I am grateful to Bob, a Committee Member, who stepped up and it was formally agreed that he should take on the paid role of weekly cleaner.

The hourly cost will be similar to that of the previous contracted cleaners.

Also, a villager responded to the role of washing up following events.

The cost for this role will be included within the relevant hire charge, so there should be little impact on our finances.

Bookings over the last 12 months include :-

9 Weddings

3 Villager hires

6 Parties

2 Commercial bookings (River Lark)

2 filming bookings

Bookings to date for the coming 12 months include :-

4 Weddings

6 Parties

1 Villager hire

Bookings to date for 2025 include :-

2 Weddings

1 Villager hire

Social events during last 12 months include :-

Curry Night

Coronation Party

Annual Plant Fair

Annual Village Fete

'Shanty Folk' proceeds to RNLI

Senior's Lunch

Christmas Elves for the village children

Villager's Christmas drinks

Easter egg hunt for the village children

Social events planned/suggested for next 12 months include :-

Plant Fair 25th May

Village BBQ 6th July

Jazz evening TBC

Quiz night TBC

Annual Village Fete 1st September

Senior's Lunch 6th December

Villager's New Year drinks 10th January 2025

Maintenance and Expenditure for last 12 months include :-

Plumbing work and replacement of radiator valves as a result of the laying of new flooring throughout, dishwasher service and repair, purchase of an artificial Christmas tree, oil top up and repairs as a result of theft of oil from the outside tank, 5 year electrical testing of all sockets plus annual testing of portable appliances and general regular maintenance throughout the year.

Planned Maintenance and Expenditure to date for next 12 months will mainly be with regard to the play area.

The following work planned, is being considered :-

To remove all the ground covering (wood-chip) and excavate the area.

To address a drainage issue.

To add preservative to the apparatus.

To lay 300mm of play bark.

It is hoped that the cost for this work will be minimized with help from village volunteers.

J S Chairman 2023/24
Hawstead Community Council

ALL SAINTS HAWSTEAD 2023 .

The Church has had some normality, sharing services with Nowton. The congregations are small, friendly and a part of Village life.

Nowton Services 1st and 3rd Sundays at 11.00am. Hawstead 2nd and 4th Sundays at 11.00am.

Mel was Priested on 1st July at the Cathedral which was a joyous event with a shared party in the Village Hall at Horringer afterwards.

Retired Priest Adrian Holstock has been taking Communion and now Mel is able to as well.

Heather Corbell, Horringer and Sarah Gull from St Mary's, Bury St Edmunds have been helping with Morning Prayers. So with Max we are being looked after very well.

Max has had a difficult year with his health and family matters and just before Christmas announced that he is leaving. We are very disappointed as we had hoped that he would be with us much longer --- but life takes over. We all wish him and his family the very best as they move to Ely.

His last service will be 31st March, Easter Sunday.

As we now go into interregnum we will have plenty of support.

Mel had started with a few members of the Church to provide small services at Pinford End Nursing Home. Eventually taking Communion to those that wanted to receive it. Pinford End close quite suddenly and all the residents were re housed.

We held a Lent Lunch in March raising £300 which was gift aided.

The Lent Boxes donated were delivered to the Vineyard Church before Easter. 3/3/23.

We held an Advent Service in the Village Hall which was very well attended.

The Carol Service shared with Nowton was held at Nowton this year.

100 Club was fully subscribed and continues to run.

The Churchyard continues to be maintained by a group of willing villagers once a month.

The Cullum Monument is much the same.

The Porch is very damp and is being looked into.

Andy has resigned as Secretary, hopefully someone will take this job over.

During the year there were 2 Funerals, Nancy Dawson and Peter Smith. Also the internment of Ashes for Doug Dainty.

There was one Wedding and a Renewal of Wedding Vows.

HAWSTEAD CARPET BOWLS CLUB

We have had another very enjoyable year. Our membership now totals 17 members and we have a weekly average attendance of 14. We continue to meet every Tuesday at 7.30 p.m. apart from when we play an away match. We play an occasional match against Lavenham Bowls Club and Foxearth Bowls Club and have formed a really nice friendship with these two clubs.

We are always open to receive new members should anyone wish to join us. No experience is necessary and all equipment is provided.

Rosemary Harrison (Secretary)

9.5.2024

HAWSTEAD OIL BUYING GROUP

Our Oil Buying Group has made regular purchases over the past 12 months.

I have placed over 100 orders for various amounts of oil between 500 and 2,000 litres. All orders are placed with Framtrade, who we have been dealing with for around 12 years now. They seek out the best price on the day and place the order with the delivery company.

After delivery, Framtrade send the customer an invoice for settlement within 4 weeks. The great advantage of using the group is that there is no premium payable for minimum orders of 500 litres- everyone pays the same price per litre – and no money is payable up front. Other advantages are that the villager doesn't have to worry about phoning around for the best deal – the price we pay is always pretty competitive and tanker delivery miles are reduced.

I have around 30 regular customers, including the Village Hall, but there are many villagers who surprisingly do not use the service. I place orders approx. monthly but less often in the summer months.

Mike Harrison. 9.5.2024

HAWSTEAD PC
SUMMARY RECEIPTS & PAYMENTS
FOR THE YEAR ending 31/3/24

<u>RECEIPTS</u>	<u>2023/24</u>		<u>Variance</u>
	<u>Actual</u>	<u>Budgeted</u>	
	£		
Precept	7,400.00	7,400.00	0.00
Wayleave	41.44	50.00	-8.56
Bottle Bank	423.60	250.00	173.60
Grant	1,907.09	1,500.00	407.09
reserves		200.00	-200.00
Interest	185.92	0.00	185.92
VAT	1,499.79		1,499.79
	<u>11,457.84</u>	<u>9,400.00</u>	<u>2,057.84</u>

<u>PAYMENTS</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
Misc	516.81	350.00	-166.81
Admin	54.00	200.00	146.00
Audit fees	169.00	180.00	11.00
Clerk's salary(inc tax)	4,000.80	4,000.00	-0.80
Clerk exps	316.70	0.00	-316.70
Greens	2906.22	3,020.00	113.78
Insurance	399.15	350.00	-49.15
Repairs/maintenance	236.21	300.00	63.79
Training	75.00	150.00	75.00
Subscriptions	151.89	250.00	98.11
VAT	886.07		-886.07
Grants	150.00	150.00	0.00
Trees	650.00	0.00	-650.00
defib	384.00	150.00	-234.00
website	969.76	300.00	-669.76
	<u>11,865.61</u>	<u>9,400.00</u>	<u>-2,465.61</u>

<u>Reconciliation of R. & P. Book</u>			
Balance b/f 01.04.23	£16,892.79	Deposit a/c Aug 23	£13,000.00
Receipts	£11,271.92	Receipts	£185.92
Payments	-£11,865.61	Payments	£0.00
inter a/c tfr	-£13,000.00		
	<u>£3,299.10</u>		<u>£13,185.92</u>
TOTAL	<u>£16,485.02</u>		

<u>Bank Reconciliation balances as at</u>	
Lloyds Balance as at 31.03.24	£3,299.10
less unrepresented cheques as at 31.3.24	£0.00
	<u>£3,299.10</u>
Lloyds deposit as at 31.03.24	£13,185.92

TOTAL Bank Reconciliation	<u>£16,485.02</u>
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