

Hawstead Parish Council - Clerk report

12 November 2020

The aim of this report is to update the Parish Councillors on:-

- correspondence received, sent and circulated since the last meeting
- Training attended since the last meeting
- Clerks' activity since September 2020
- Planning decisions

2.5 Suffolk Constabulary November 2020 newsletter [Link](#)

7.3 Mowing quote

In May 2020 the Council approved what it assumed was the mowing quote for WSC mowing quote for 2020 – three quotes were sought at this time; WSC was the only company to quote and their tender of £2397.50 was approved. WSC then told us this was their quote for 2021; despite requests no quote for 2020 was received – until now, when a quote for the 2020 season now finished of £1791 exc VAT has been submitted. The work has been done by them and the season is now over. The quote is less than what this Council was under the impression it had approved for this year.

7.4 West Suffolk Local Plan Review

West Suffolk have commenced a review of the local plan which will set out the long term planning and land use policies for the area. The timeline for the preparation of these documents is available on the [Local Development Scheme](#)

[West Suffolk Local Plan background evidence documents](#)

West Suffolk Local Plan Issues and Options (Regulation 18)

The West Suffolk Local Plan Issues and Options consultation will be live from 9am on Tuesday 13 October and run until 22 December (5pm) 2020.

Register your details on the online planning policy consultation system at:

<https://westsuffolk.inconsult.uk/>

You may have been registered on our previous system, however, due to GDPR regulations, we are unable to transfer your details onto the new system. You will need to register yourself to be kept up to date with the local plan process. Register as soon as possible to avoid missing out on any information we send out to consultation members.

[Guidance notes to help you register](#)

Virtual exhibition

The council is running a virtual exhibition for the duration of the consultation.

<https://westsuffolk.exhibition.app/>

From the exhibition you can view the documents, access frequently asked questions and chat to planning officers live (from 13 October) online at the dates and times shown below (or leave a message at other times).

Planning officers availability on virtual exhibition live chat

- Tuesday 13 October (consultation opens) - 10am to 12pm and 2 to 6pm
- Mondays, Wednesdays and Fridays throughout consultation period - 10am to 12pm and 4 to 6pm
- Tuesday 22 December (consultation closes) - 10am to 12pm and 2 to 5pm

If you have any queries during the consultation please contact planning.policy@westsuffolk.gov.uk or telephone 01284 757368.

8.1 Planning decisions

DC/20/1310/HH; Copperfield Barn Lawshall Road Hawstead IP29 5NR; Planning Application - replacement windows and doors; Approved Thu 01 Oct 2020

DC/20/1459/VAR Metcalf Arms Lawshall Road Hawstead IP29 5NR; Application Pending Decision

10. CORRESPONDENCE –

Indication is given where an item has already been circulated by email and/ or is under consideration at this meeting and /or has been circulated for this meeting. Please feel free to request copies of anything you have not already received.

Date	Detail	Action	Email circulation	Agenda item	Circulated with agenda
28.09.20	SALC e bulletin		29.10.20		
29.09.20	Play area report			11.2	
30.09.20	Quiet Lanes info				
1.10.20	Invitation to virtual local plan review workshop		29.10.20		
2.10.20	End of Life Project				
5.10.20	SALC e bulletin		29.10.20		
	Keepers nursery			9.3	
5.10.20	Enquiry over website about development at 19 Whepstead Road	Confirmed that matter has been referred to WSCD for investigation 29/10			
05.10.20	Request for contact details of landowner for archaeology dig	Referred to RP 29/10/20			
06.10.20	K Soons report		8.10.20	2.3	
06.10.20	Internal audit survey	Dome 29/10/20			
06.10.20	Headway info				
5.10.20	Thank you letter from JD				
	Electoral roll renewal	completed			
13.10.20	WSP consultation details		29.10.20	7.4	
12.10.20	SALC e bulletin		29.10.20		
12.10.20	HCC minutes		29.10.20		
15.10.20	Election vacancy guidance				
15.10./20	CAS newsletter				
16.10.20	Remembrance Sunday guidance and offer of a wreath	Passed to AP 29/10/20			
16.10.20	Info on Local electricity Bill				
19.10.20	SALC e bulletin		29.10.20		
21.10.20	Community champions flier				
22.10.20	Info re police commissioner event		29.10.20		
27.10.20	SALC e bulletin		29.10.20		
27.10.20	Flier for voluntary heroes event		29.10.20		
27.10.20	SWT news		29.10.20		
29.10.20	HCC minutes		29.10.20		
29.10.20	White paper response		29.10.20		
29.10.20	OSS newsletter		29.10.20		
29.10.20	SALC west forum info		29.10.20		
30.10.20	WS newsletter planning		7.11.20		
30.10.20	Police and crime				

	commissioner update				
2.11.20	SCC Nov newsletter		7.11.20	2.3	
2.11.20	SALC e bulletin		7.11.20		
2.11.20	Play area inspection report	Low risk findings		11.2	
3.11.20	Suffolk Preservation Soc newsletter		7.11.20		
3.11.20	WSC letter re covid and business grants		7.11.20		
3.11.20	Remembrance Sunday Covid-19 guidance	To AP 7.11.20			
3.11.20	Area forum date		7.11.20		
3.11.20	Precept application form 21/22			11.1	
4.11.20	Boundary Commission consultation info		7.11.20		
4.11.20	Recycling credit of £249				

TRAINING

C Hibbert budgeting and cemetery management

CLERK'S ACTIVITY September-October 2020

Date	Activity	Time
	Prepare for and minute 2 X PC meetings Sept/Oct 2020	
	Email correspondence, finance and admin; research;	
	TOTAL	40.00