

## **Hawstead Parish Council - Clerk report**

**9<sup>th</sup> November 2023**

The aim of this report is to provide comments on agenda items and 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 2023
- Planning decisions

### **2.5 Suffolk constabulary newsletter – apparently discontinued**

#### **5.1 Mole control quote Command Pest Control for 2024-2026**

*We will need to put up slightly, going forward (next 3 years) £410.00 + vat.*

*Kind regards*

*Jeremy*

***Jeremy Barraclough***

*Commercial / Technical Manager*

***Command Pest Control Ltd***

#### **5.4 Tree work at Brook Green**

Email from S Bradnam 18 Sept 2022

*I had a look today. I presume it is the wind blown willow tree with the lower branches blocking the footpath. If it is a case of cutting off the large lower branches to allow people to walk along the path then we could do this for £120+vat.*

*Many thanks*

*Stuart*

*[Work now done]*

mail from BTS networks dated 3 Nov

*I work for BTS, we cut trees from powerlines on behalf of UK Power Networks.*

*I have been doing a survey in the area of Hawstead and I have noticed some work needs to be carried out near the church. The lines go over the road and across the Millennium Field. The trees are either side of the road and they just need to be cut away from the lines to gain the minimum safety clearance. (I have attached a pic of my map to assist) it's where it is marked 105.*

*We will carry the work out free of charge, but I require consent from the council as you will own the trees we need to cut.*

*If you need to contact me my number is 07977 711426.*

*Kind regards*

*Suzanne De'ath*

## 7.1 Play matting/ works on the registered village green

Q to SALC: Hawstead is responsible for a set of swings on the village green; the WSC play area inspector has recommended that safety matting is installed underneath the swings to reduce risk of injury (the ground is currently bare earth/grass).

The village green is protected under old legislation namely section 29 of the Commons Act 1876, together with section 12 of the Inclosure Act 1857, which provide that a person who encroaches on, or encloses, a town or village green or a recreation ground allotted by an inclosure award, or erects anything on, or disturbs or interferes with that green or ground otherwise than for its better enjoyment for its proper purpose, may, on the information of any inhabitant of the parish in which the green is situated, be summarily convicted by the magistrates' court and fined at level 1 on the standard scale.

Would works to install safety matting under the swings be permissible under this legislation?

20/9/23 Reply from the SALC team

S. 29 does not allow erection, disturbance or interference with the green or ground OTHER than for its better enjoyment for its proper purpose. This would be an enhancement so it does not appear that an offence would be committed. See this [article by the Open Space Society](#) which advises similarly.

## 7.3 Quiet Lanes – for review

<https://www.quietlanessuffolk.co.uk/what-is-a-quiet-lane>

## 9.1 Planning decisions and notifications

[Hybrid planning application - A. Full application - proposed 69 kilometre pipeline and above ground infrastructure at Raydon, Rushbrooke, Raydon Tee and Wherstead; and B. Outline planning application - proposed ancillary above ground infrastructure at Little Saxham, Little Whelnetham, Nedging Tye, Hadleigh and Great Horkesley - Land Along Bury St Edmunds To Colchester Water Pipeline Rushbrooke Lane Bury St Edmunds Suffolk](#)

Ref. No: DC/22/2206/HYB | Status: Application Granted | Case Type: Planning Application

Application for listed buildings consent - a. removal garden room b. construction single storey rear extension oak framed garden room, c. demolition of existing garage, d. construction of replacement garage/storage building - Cooks Farmhouse Lawshall Road Hawstead Suffolk IP29 5NR

Ref. No: DC/23/1304/LB | Status: Application Granted | Case Type: Planning Application

Householder planning application - a. demolition of garden room, b. single storey rear extension, c. demolition and reconstruction of garage - Cooks Farmhouse Lawshall Road Hawstead Suffolk IP29 5NR

Ref. No: DC/23/1303/HH | Status: Application Granted | Case Type: Planning Application

## 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 request copies of anything you have not received

Date	Detail	Action	Email circulation	Agenda item	Circulated with agenda
13.09.23	20's Plenty for Suffolk Campaign info				
18/9	Complaint over website re coconut shy	Referred to HCC 20/9			
18/9	SALC newsletter		20/9		
18/9	SB quote for tree work			5.4	yes
18/9	WSC grass cut invoice for 2023		18/9	8.3	
18/9	Appeal ref APP 23 0034 STAND = PINS refusal to accept late comments				
18/9	Training bulletin		20/9		
18/9	Bury St Edmunds to Colchester Strategic Pipeline - impact to residents living in the parish of Hawstead		20/9		Yes
19/9	Slow Ways info		20/9		
20/9	Appeal APP/F3545/W/23/3316413 – PINS refusal to accept late comments				
20/9	Mole control quote			5.1	yes
20.09.23	Publication of the Inspectors' Report on the Examination of the Babergh and Mid Suffolk				
21.09.23	SALC response on safety matting		22.09.23	7.1	yes
22.09.23	Community chest info				
22.09.23	Grass cutting				
24.09.23	Quiet Lanes info		6.10.23		
26.09.23	SALC Conference 29 November 2023		6.10.23		
26.09.23	Confirmation of insurance renewal				
26.09.23	WSC home working email chain		6.10.23		
27.09.23	Play area report	To JW 6.10.23		11.1	
27.09.23	SALC info re new policing model		6.10.23		
28.09.23	Info from Whepstead PC about an HGV licence proposal		29.09.23		
28.09.23	OSS newsletter		6.10.23		
28.09.23	SCC response to points made in public forum at the Sept meeting		6.10.23	11.2	yes
29.09.23	Grass cutting schedule	To CC 6.10.23			
2.10.23	Email chain re air quality – JW/ Karen Soons		6.10.23		
2.10.23	WSC polling districts/places consultation		yes	11.4	Yes
2.10.23	SCC newsletter		6.10.23	2.2	yes
3.10.23	Citizen Advice bureau		6.10.23		
3.10.23	SALC training bulletin		6.10.23		
4.10.23	SALC e bulletin		6.10.23		
4.10.23	Church records enquiry	To AP 6.10.23			
6.10.23	Grass cut schedule	To CC 22.10.23			
6.10.23	SALC conference flier		22.10.23		
9.10.23	OSS magazine		22.10.23		
9.10.23	SALC bulletin		22.10.23		
13.10.23	Grass cutting bulletin		22/10/23		
17/10/23	Flier for Stow chorale	To AE for VV/website 22.10.23			
18.10.23	Play area reports			11.1	
19.10.23	SCC social media info		22.10.23		
20.10.23	Grass cutting schedule	To CC 22.10.23			
23.10.23	Funding for Bus Network improvements		03.11.23		
24.10.23	SALC bulletin x 2				
25.10.23	Precept application material and supporting info		03.11.23	8	yes
27.10.23	SALC conference flier		03.11.23		
27.10.23	EP Passenger Interest Group info				
30.10.23	Update: Bury St Edmunds Bus Station		03.11.23		
30.10.23	SALC bulletin x 2		03.11.23		
31.10.23	The Voluntary Network info from WSC		03.11.23		
31.10.23	The Local Councillor Magazine from SALC - Autumn 2023		03.11.23		
31.10.23	West Suffolk Civic Carol Service - 7pm Monday 4 December 2023 in St Edmundsbury Cathedral		03.11.23		
01.11.23	SALC: Do you have a question or issue to raise with Suffolk highways?		03.11.23		

## 11.2 - SCC info on highways

Dear Councillor Soons,

I've received your report and the attached email from Mrs Hibbert of Hawstead PC. I've broken down the issues listed and my responses for ease of consumption and clarity:

*The bend at Larkfield Corner remains dangerous despite additional signage provided by the PC at its own expense;*

Unfortunately, given the layout of the road and the limitations of the space available to effect a change, there is little extra I could suggest here. Most of the steps that could be recommended are already in place – either funded by the PC or by Suffolk Highways:

- There are advanced warning signs in place, warning of the road narrowing, and these have been enhanced by the addition of warning plates for the sharp bend.
- There are 'slow' markings in several locations on both sides of the bend.
- There is a further 's bend' warning sign on the Hawstead side of the bend. This does not appear to be matched by a similar sign on the Nowton side of the bend – so a matching sign could be considered.
- There are chevron warning signs on the bend itself.
- The road has edge lining rather than a centre line through the bends. This is done in locations where roads narrow or on awkward bends as these tend to draw vehicles away from the centre of the road to reduce the risk of collisions. These could potentially be refreshed subject to funding.

I'm afraid that there is little else that I could reasonably suggest in this location. Additional road markings or signage work up to a certain point – but this bend is clearly signed already, I am not sure how effective further work would be here. Any instances of dangerous driving should be referred to Suffolk Police.

It is somewhat reassuring to see that the last recorded incident/collision here was back in 2011.

*Large vehicles are churning up the verge edges.*

In rural areas with narrower roads, a certain amount of verge damage from either HGV or agricultural traffic is to be expected and is sadly unavoidable. We do deal with this on a reactive basis – but only in areas where the verge damage is significant. We do not record damage that is less than 5mtrs in length or less than 75mm in depth. For the main road through Hawstead we would not consider a repair until a verge defect was at least 7.5mtrs in length and 100mm in depth. For all side roads, we would not intervene until the defects are 10mtrs in length and 150mm in depth.

All defects that are shorter/shallower than this will be logged for potential or future works only.

I've attached a copy of our response Matrix for verge defects above for reference.

If there is a particular area or concern, I recommend that the Parish Council raise a report for this via our online reporting tool so this can be inspected by one of our Highways Assessment Officers against our Highways Maintenance Operational Plan (HMOP).

*Cyclists travelling in packs are a road hazard.*

Issues with cyclists causing a hazard on the road are the responsibility of Suffolk Police. Suffolk Highways do not enforce moving traffic violations or take action against dangerous road users, whether this be from cyclists or from motorised vehicles.

*SCC signage is not being cleared following road works.*

Without specific locations I am afraid I can't comment on why these have not been collected. Occasionally diversion and information signs are left out if there are additional works using the same routes etc – but site-specific signage should be removed after the works have finished, be this Suffolk Highways works or from a third party or utility company. The exception to this is when a road has been resurfaced. These temporary warning and/or speed limit signs have to remain in place until the surface has bedded in, and the section has been swept at least twice. This can take anything up to around two months after the event to be removed in certain locations.

I would recommend that any that are left are again reported online. These reports are all assessed by our Network Assurance Team who will either remove SCC signage – or contact the relevant utility company and request these are removed.

*The ditches at Whepstead Road are blocked and need clearance now to prevent winter flooding.*

I believe that the ditches on Whepstead Road are owned and maintained by the adjacent landowner, rather than Suffolk Highways. We maintain relatively few ditches and water courses across the county – in most cases we maintain only to the roadside brow of any ditch adjoining the highway. Whilst we can issue ditching notices to the landowners responsible, we cannot issue these in locations against the risk of future flooding. We can only issue these in instances when there is actual flooding. I appreciate this is akin to bolting the stable door after the horse has bolted – but like all our Enforcement Processes, we are limited to reactive action, rather than proactive.

Generally speaking, when it comes to dealing with these types of problems, I have found that an amicable approach from the Parish Council to the landowner(s) is often the easiest and quickest way to address their concerns – this is also the case for hedges that may need attention or tree work - as well as for private ditches and watercourses. When we do issue Enforcement Notices, one of the first questions the land or property owner asks is inevitably “Why didn't the neighbours/PC speak to us first?” – these notices do generate a certain amount of animosity unfortunately and it is better for the PC to make initial contact at local level.

I've checked historic reports for Whepstead Road, and I can find no reports of flooding or other drainage issues here (apart from one report regarding a septic tank, which is unrelated). I can also find no record that we have ever undertaken any ditching work ourselves here. I would encourage any instances of flooding to be reported to us directly online. As well as ensuring a site visit, this will allow us to assess the problems and take the appropriate action – but as mentioned above, we can only take action when and if flooding occurs.

Please let me know if you would like any additional information on any of the points raised – or if you have any further questions.

Kind regards.

**Matthew Fox**  
Community Liaison Engineer  
28 Sept 2023

### **11.3 Bury St Edmunds to Colchester Strategic Pipeline - impact to residents living in the parish of Hawstead**

I am writing to inform you that we have recently received planning permission from West Suffolk Council to construct our new, multi-million-pound water main network. We are building hundreds of kilometres of underground interconnecting pipelines that will stretch from North Lincolnshire all the way to Essex, allowing water to be moved from 'wetter' areas in the north to 'drier' areas in the south.

I wanted to take this opportunity to introduce myself to you. I am the Stakeholder Engagement and Communications Lead for the Bury St Edmunds to Colchester part of the pipeline scheme and will be your point of contact.

In the coming weeks, we will be commencing the construction of our site set ups, with our aim to start pipelaying in early 2024. I attach a map of the route for you to see (page 5 - sheet 4 of 24) how our pipeline route directly impacts the parish.

Anglian Water likes to retain good relationships with its customers and we hope to carry this forward. As with any construction project of this scale, there will be road closures in some areas and a certain amount of disruption. We intend to control this as best as we can by communicating with residents in advance and having timed deliveries and parking on-site for staff and visitors. Whilst I can appreciate that this is not ideal situation for those living within close proximity of our works, please be assured that the project team will be doing all they can to minimise any disruption to you.

If there are any additional localised platforms where we can communicate regular updates with residents e.g. parish council meetings, village Facebook page, parish newsletter, parish website etc. then I'd be grateful if you forward details and/or contact information of those that manage these channels.

I thank you in advance for your understanding and patience as we intent to make the construction process as pain-free as possible.

I can be contacted by email at [strategicpipelines@anglianwater.co.uk](mailto:strategicpipelines@anglianwater.co.uk) and would gladly meet with any residents for a relaxed friendly chat regarding the upcoming project and try to allay any concerns they may have.

### **11.4 Consultation on polling stations**

West Suffolk Council is carrying out a statutory review of polling districts and polling places in readiness for the next scheduled Police and Crime Commissioner elections on 2 May 2024 and for any UK General Election to be held by January 2025.

We would like to invite all interested parties to make representations and comments on the existing and proposed polling districts and polling places. The consultation deadline is 10 November 2023.

The review is designed to see if the polling districts and polling places in West Suffolk suit the needs of voters, and includes:

- Polling district boundaries within each ward in the district.
- Location of the polling places and stations in each polling district.
- Access to each polling station.

The aim of the review is to make sure:

- Electors have such reasonable facilities for voting as are practicable in the circumstances.
- As far as is reasonable and practicable, polling places are accessible to all electors, and consider the needs of disabled persons.

Further details regarding the review such as information on current arrangements and potential changes, maps of the existing polling district boundaries and locations of polling stations, can be found on the council's website: <https://www.westsuffolk.gov.uk/Council/Consultations/review-of-polling-districts-and-polling-places-2023.cfm>

When responding to the consultation, please consider that we must:

- Seek to ensure that all electors have reasonable facilities for voting as are practicable in the circumstances; and
- Ensure that so far as is reasonable and practicable, every polling place is accessible to electors who have a disability.

Any comments should include, where appropriate, alternative venue suggestions that may be used as polling places.

Comments and representations can be submitted in the following ways:

- Email: [elections@westsuffolk.gov.uk](mailto:elections@westsuffolk.gov.uk)
- Post: Electoral Services, West Suffolk Council, Western Way, Bury St Edmunds, Suffolk, IP33 3YU

The deadline for responses to the consultation is 10 November 2023 and the revised polling arrangements will be considered by West Suffolk Councillors at their meeting of Full Council on 19 December 2023. We will notify you of the outcome.

We would also be grateful if you could publicise the review in your area so that residents and local groups may make representations and suggest alternative venues too. Please direct them to our website where details of the review can be found: <https://www.westsuffolk.gov.uk/Council/Consultations/review-of-polling-districts-and-polling-places-2023.cfm>

We will be sharing details of the review on our social media pages, sharing to local community pages where available, and with local ward councillors.

If you have any questions, please do not hesitate to contact me by email to [elections@westsuffolk.gov.uk](mailto:elections@westsuffolk.gov.uk) or telephone 01284 757101.

### **11.5 Emergency generator correspondence**

BM has very kindly fully serviced our emergency generator before the winter arrives.

As you know the generator is part of our emergency planning procedure. It would be utilised to provide lighting for the village hall in the event of a prolonged power outage and also fire up the boiler to provide hot water and heating.

In the event of an emergency, if required, we therefore have a central refuge point to support villagers.

This is the 8<sup>th</sup> year that B has given up his time to keep the generator in tip top condition. He has asked if we can find someone else to take over the servicing task in future as he feels it's time to pass the baton..... so if you know of any suitable candidates that would be helpful?

May I propose that we consider sending a note of our appreciation to thank Bruce for all of his time and expertise.

**TRAINING**

Clerk attended NSIP seminar 18 Oct 2023

JB booked to undertake Councillors introductory training Dec 2023

**CLERK'S ACTIVITY September- October 2023**

Date	Activity	Time
	Prepare for and minute PC meeting September 2023	
	Email correspondence; review website set up	
	<b>TOTAL</b>	<b>40.00</b>