

Hawstead Parish Council - Clerk report

July 2026

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 May 2026
- Planning decisions

2.4 Suffolk constabulary

PC C Claydon reported; **19 June 2026** that there was one crime of criminal damage in Hawstead in the last month. *My scheduled community engagements for June are as follows: (These engagements might be cancelled last minute due to emergency or operational demand).*

4th July – 11:30-14:00 Cavendish Summer School Fete

11th July – 12:00-14:00 Chedburgh Fete

11th July – 14:30-16:00 Wickhambrook Fete

12th July – 10:00-14:00 Clare Priory Craft Fair

26th July – 10:00-13:00 West Suffolk Classic Car Show Kedington

5 Matters Arising

- A report of hemlock in the Millennium Field was received; steps were taken to consult WSC and secure the area to minimise risk to members of public; fortunately in the meantime one of the Councillors was able to remove the offending plant, for which thanks.
- A VAT claim for 25/26 has been submitted; year-end financial procedures have been concluded.
- Money had to be transferred out of the interest bearing 32 day notice deposit account (minimum balance £10k) towards the year end to stop the current account going overdrawn. Now that the precept has been received, the deposit account has been re-opened with a balance of £10k.
- SCC have requested revised location for new SID post; clerk wrote to residents of the Pound to consult. A single positive response was received within time allowed.

8.1 RLCP proposal

It was agreed at the May meeting to defer consideration of the RLCP proposal to create a pond on the Green to the July meeting. The clerk sought advice

from NALC as to the statutory protections on the green and their advice note is in the meeting pack.

Clerk note:-

The salient point is in the very last paragraph of the advice note;-

'The test is whether the proposed pond would further the recreational use of the green. Would the flood alleviation purpose of the pond works further the recreational use of the green. Would they substantially interfere with the rights of other users to use the green for lawful sports and pastimes. What is the area of the pond in relation to the proposed village green as a whole. These are questions for the Council to determine. If the answer to the first question is yes and interference to the land and users is deemed to be minimal the Council could argue that the Victorian Acts would not be infringed.'

This advice simply goes to the issue of whether the Council has statutory power to agree to such a proposal - not to the merits of the proposal itself.

Other considerations are of course at play for the Council as landowner to consider including;-

The requirements of the countryside stewardship agreement
Potential interference with any landowner with specific easements/ rights over the green
Health and safety/ public liability
Precedent/ consistency
The will of the community (previous RCLP commitment to undertake public consultation)

RLCP has written (item 11 below) with an account of consultation with residents on this issue.

8.3 HCC proposal to move bins

HCC has requested that the PC agree to move the village hall bins out from their current position to where the bottle banks are positioned for on a trial period – with construction of bin store to be considered for the future. No written request received.

9.Planning

[Householder planning application - a. boundary wall to existing gate b. single storey detached garage - Church Farm Church Road Hawstead Suffolk IP29 5NT](#)

Ref. No: DC/26/0610/HH | Status: Application Granted | Case Type: Planning Application

11. 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
29.05.26	Message sent on behalf of Cllr Dave Taylor, Cabinet Member for Operations at West Suffolk Council - Better Recycling		5.6.26		
01.06.26	SALC bulletin		5.6.26		
01.06.26	SPS newsletter		24.6.26		
2.6.26	SALC training bulletin				
5.6.26	WSC Grass cut schedule				
5.6.26	WSC enforcement email			11	yes
5.6.26	SALC training newsletter				
5.6.26	SALC newsletter		6.5.25		
5.6.26	Email from RLCP chair			8.1/11	yes
8.6.26	OSS newsletter		24.6.26		
8.6.26	SALC newsletter		24.6.26		
11.6.26	RPA newsletter	To CC 24.6.26			
11.6.26	SALC Annual General Meeting 2026 - Book now Thursday 9th July - meeting papers		24.6.26		
12.6.26	SALC info re community awards				
12.6.26	Poster of new MP	To VV/website etc for noticeboards 24.6.26			
12.6.26	WSC grass cut schedule				
15.6.26	PK Littlejohn acknowledgement of year end finances				
16.6.26	Request for support with petition from maid@mickletonaid.co.uk (Mickelton against inappropriate				

	development)				
15.6.26	SALC bulletin		24.6.26		
16.6.26	West Suffolk Local Plan 2045 - Scoping Consultation now open		24.6.26	8.2	
16.6.,26	SPS Fw: An Introduction to our New president		24.6.26		
17.6.26	Bus passenger group info				
19.6.26	PCC Claydon email			2.4	yes
19.6.26	WSC grass cut schedule				
22.6.26	SALC bulletin		24.6.26		
23.6.26	SALC training bulletin		24.6.26		
23.6.26	Barton Mills Neighbourhood Plan (Regulation 16) Submission Version Consultation				
25.6.26	SCC confirmation as to ordering new post for SID at the Pound				
25.6.26	Quiet Lanes registration			11	yes

CLERK'S ACTIVITY April-May 2026

Date	Activity	Time
	Prep for and attend May 2026 meeting; finance; meeting follow up.	
	Audit and accounts VAT claim	
		40

Copy correspondence

Email re Woodlands from WSC 5 June 2026

Good Afternoon Catherine

I have been in contact with the applicant this week and I expect to have the final details of the replacement planting soon.

I will provide another update as soon as I have more information from the applicant.

Clerk chased for response 24 June 2026.

Email from RLCP chair 5 June 2026

Dear all

I'm grateful to the Community Council for letting me have a table at the plant fair on Saturday. Being strategically positioned between the plant stands and the tea room meant I had a steady stream of curious people all morning who stayed to chat and read the attached information leaflet with interest. Several people took copies away with them, and there were also copies on the tea tables in the hall; I saw people reading them over their cuppa.

There were no negative comments from anyone, and the eight people who filled in the short questionnaire (also attached) were unanimously in favour, with someone also offering to volunteer. Written comments added to the questionnaire were:

Please go ahead

Sounds like a good idea

Pond would be great

Good use of a hidden corner of the green

Need to protect the environment ... to encourage wildlife

I am also in regular contact with the new owner of the field, who has joined RLCP's new farm cluster.

Happy for the attached material to be posted on village communication networks, if you feel that's appropriate.

The deadline for the grant, for which this project is one of three, is 1 August (by which time the result of the Abbey Reborn lottery project proposal, for which RLCP is the environmental partner, should be known). The decision can be expected 1 October, which means that work could go ahead before the winter rains occur.

If the council decides to give permission, I would propose RLCP undertakes some core sampling of the soil where the pond would go to find out in more detail what's underground so that we're well prepared before any work starts.

Email from Quiet Lanes 25 June 2026 (in response to registration of interest by Hawstead PC/Great Whelnetham PC re Bells Lane)

Suffolk County Council funding for new Quiet Lanes ended in 2023 and whilst we are looking at a new process whereby parish council's can fund new Quiet Lane Designations, we are not accepting any applications for new Quiet Lanes at present.

If the new Quiet Lane process is rolled out across the county at some stage in the future, there will be a notification from Suffolk County Council at that time.

Keith Sampson I Eng FIHE

Community Speed & Safety Engineer

Customer Experience and Community Works – Community Liaison

Email from SCC re new SID dated 25 June 2026 in response to confirmation that no residents had objections to revised post location

Thank you for this! I will send this off to be ordered.

Regarding the post on Whepstead Road, if the works new post has been installed, you can start using the post.

Kind regards,

Jon

Jonathan Shaw

ANPR Officer