

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 21st November 2013.**

Present: Cllrs John West (Chairman), Clive Robinson, Christabel Carr, Henry Brewis, Ros Alexander and Jayne Robertson. Catherine Hibbert (Clerk).
B Cllr A Rushen, PC Trish Sinclair and eleven members of the public.
Apologies: Cllr Michael Harrison.

The meeting recessed for Public Forum at 7.30pm.

The following items were raised under Public Forum:

The recent disturbance of intruders in a Hawstead garden;
The poor customer response from NPower following the recent storm, where houses in Pinford End were left without power for 99 hours;
The positive response from neighbours to those without power.

The meeting reconvened at 7.35pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

Cllr West noted an interest in item 7.2 below (namely cheque payable to himself).

3. MINUTES OF PARISH COUNCIL MEETINGS DATED 19th SEPTEMBER 2013.

3.1 The minutes of the meeting held on 19th September 2013 were **UNANIMOUSLY APPROVED** as a true and accurate record and signed accordingly.

4. REPORTS

4.3 Police (taken out of turn)

PC Trish Sinclair reported that there have been no recorded crimes since the last Council meeting. She noted that daytime police spot speed checks continue in Hawstead. The quarterly priority setting meeting for the Bury St Edmunds area will take place on 3 December 2013 and suggestions for local police priorities are, as always, welcome. When asked for suggestions as to what the Council can do to address speeding in the village she suggested lobbying MPs, pursuing the issue further with Suffolk County Council, and various funding-dependent initiatives, such as changing traffic priority.

PC Sinclair left at 7.45pm.

6. PLANNING APPLICATIONS APPEALS AND NOTIFICATIONS (taken out of turn);

6.1 Planning application and listed building consent SE 13/0996&7/LB/HH.

Cllr Robinson introduced the proposals for a single storey rear extension, having undertaken both a site inspection and review of the documents. He noted that this was the third revision of this scheme, earlier proposals having been rejected by the St Eds listed building officer. The following issues were discussed: (1) the existing building and mismatch of styles; (2) the endorsement to the proposals by professionals at St Eds; (3) proposed roof ridge height; (4) any impact on the neighbouring property; and (5) the neighbours' objection to the proposals. The applicant was invited to address the meeting and stated that in her opinion the design (i)

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was sympathetic to the cottage and would enhance and preserve its character; (ii) did not involve any demolition; and (iii) would provide flexible family accommodation rather than being a development project. **It was UNANIMOUSLY AGREED that the Council had no objection to these proposals.**

4.1 County Council report – In the absence of C Cllr Clements, nothing to report.

4.2 Borough Council report – B Cllr Rushen's report included (1) an update on restructuring at Forest Heath BC and St Edmundsbury BC; (2) an update on the proposed Waster Transfer station at Rougham Hill; (3) an update from the Parish conference on 22 October 2013; (4) grants policy; (5) housing strategy; (6) Bury skate park; and (7) the travellers currently based in the Bury area.

4.4 Communications: Cllr Brewis reported that;(1) further improvements to the Hawstead PC website are being planned. Andy Parrett has kindly agreed to help develop the website and in this regard **IT WAS UNANIMOUSLY AGREED that (i) Mr Parrett should be authorised to attend the SALC website training course (to be paid by Council); and (ii) proposals to upgrade the website should be considered at the next Council meeting;** (3) the email distribution list continues to work well; reflection following the recent storm has prompted a recruitment drive to extend this service to more villagers so it can be used more effectively for communication and support in the event of local difficulties such as power loss/extreme weather; (4) **it was AGREED that coffee morning dates would be provisionally scheduled for February, April, June, August, October and December 2014.**

4.5 Greens: Cllr Carr reported that; (1) Suzanne White had cleared a considerable amount of ragwort from the Green. **It was AGREED that a letter of thanks should be sent to her;** (2) the history behind the payments made by the Council to the parochial council in recent years is as follows:- until some years ago, the Council could claim an additional amount of up to £400 in grant via the precept process from St Eds towards churchyard maintenance; when legislation changed, Hawstead continued to support churchyard maintenance in the same order and factored such provision when setting its annual precept and grant figure. Discussion followed about the position on Greens registration and it was noted that a working party had been previously established to consider this issue and had concluded that there were no further portions of Hawstead Parish Council land capable of registration as village green. There is a distinct issue as to whether any unregistered Council land should be registered and **it was AGREED that the advisability/ necessity of this would be considered further with SALC (including any cost implications).**

4.6 Footpaths and Trees: Cllr Alexander reported that; (1) the bridge over the Cranks had been fitted with anti-slip wire since the last meeting; (2) consideration had been given to using the verge outside Pamplins to create a safe walkway between the Green and Cullum Cottage, but this is not straightforward as there is a ditch on that section of verge. Discussion followed about; (i) the danger posed to pedestrians, including schoolchildren, using this section of road in poor light as there is limited refuge from traffic; (ii) the Suffolk County Council standards re clear verge; and (iii) whether the landowners of Hawstead House would reconsider cutting their yew hedge back to enable pedestrian access along the highway verge. **It was AGREED that (a) the SCC procedure where the verge has been encroached upon would be ascertained; and (b) the landowners would be requested to reconsider cutting back the yew hedge; (c) SCC should be requested to cut back the hedge for safety where appropriate; and (4) the contractors for 2014 should be asked to include the verge between Cullum Cottage and the Green as possible as part of their regular mowing schedule to facilitate better pedestrian access;** (3) given new information on ash die back management, the tree warden is reviewing the scope of the tree work proposed for Brook Green and quotes will be sought as appropriate. It was further reported that the tree warden has started work on dealing with two trees on the Green damaged by the recent storm; (4) the footpaths have all been walked by the footpath officer since the last meeting: some footpaths

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have not been walked since the November storm and there are reportedly some hazardous branches on the Cranks to Pinford End section. Discussion followed about the poor conditions on the Cranks to Pinford End section which are now too much for a working party to undertake; the surface is slippery and the path is overgrown. **It was AGREED that this issue would be raised with both Suffolk CC and the landowner.**

4.7 Highways and safety: Cllr West reported that; (1) he continues to chase the local authority for finger posts for Pinford End; and (2) the Suffolk County Council speeding checks, whilst recording that 28% of cars travel over 36mph through the village, concluded that there was not a problem significant enough to trigger any further response on their part. It being noted that other villages have purchased their own speedwatch equipment and undertaken appropriate training, **it was AGREED that; (1) Cllr Robinson should investigate the possibility of hiring such equipment; and (2) the Council would express to SCC its concerns as to the outcome of the speeding surveys undertaken.**

4.8 Achieving Excellence; Cllr Robertson reported that; (1) the various laminated signs approved in previous meetings are on order.

4.9 Clerk Report – The clerk report (document 4.9) was received and noted.

5. TO CONSIDER

5.1 Replacement noticeboards; It was noted that there are three noticeboards around the village, two of which are showing signs of wear and tear. Two written quotes (Realise Futures and www.noticeboardcompany.com) plus one verbal quote from Peter Duffield were tabled and discussed. **It was UNANIMOUSLY AGREED that the verbal quote of £800 from Mr Peter Duffield for a replacement board (glass fronted oak) for the village hall would be accepted on the condition that it would be able to accommodate the new laminated village map.** Consideration will be given to the provision of a replacement board at the Pound next year.

5.2 Replacement Xmas tree lights; Three quotes for Christmas tree lights were tabled and considered. **It was UNANIMOUSLY AGREED that the Council would accept the quote of £235.00 (£195.83 +VAT) from Lights4fun Limited.**

5.3 New benches; Three quotes for new benches (Woodberry, Orwell Mencap and John Robertson Ltd) were tabled and considered. The prices being similar, **it was UNANIMOUSLY AGREED that the Council should accept the Orwell Mencap quote (a known previous supplier) in the sum of £933 (£777.50 +VAT) for two benches PROVIDED that the position of these benches can be authorised prior to order.**

5.4 New goal posts for the Green; The issue of whether or not to proceed with the replacement goal posts was considered. Discussion covered; (1) the original intention to replace the goalposts following removal of the previous set; (2) the unattractive appearance of the old posts; (3) the fact that there are children in the village who might use such a facility; (4) the appearance of the proposed new posts (junior size and wood in keeping with the playground equipment); (5) the importance of preserving the appearance of the Green; (6) the letter from a villager objecting to the replacement of these posts; (7) health and safety considerations; (8) the various quotes tabled (M&M timber, Chiltern Timber, Total Poles). **It was AGREED that the quote for wooden poles from M&M £292.51 (£243.76 +VAT) exclusive of labour and bolts would be accepted in principle,** subject to some further investigation about the appropriate dimensions for a junior size goal. A working party would be tasked to erect this.

5.5 Rabbit and mole control quotes; three quotes for mole control were tabled (Command Pest Control, Pest Control Services and Norfolk Pest Control Services). **It was UNANIMOUSLY AGREED to proceed with the quote from Command Pest Control** (a known previous contractor - £352 +VAT for 7-8 visits). Quotes for rabbit control had also been requested from these contractors and these were considered. These quotes ranged from £300-£425 and involved a variety of methods including gassing or ferrets. Councillors expressed concern regarding the use of gassing. **It was UNANIMOUSLY AGREED that Mr D Barnby (who has**

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in the past undertaken this exercise at no charge) should be approached as to whether he might continue this arrangement with authority to incur costs of up to £350.

5.6 Tree maintenance quotes; See item 4.6 above.

5.7 Dog-Fouling signage for churchyard; sample signage from Engrave, Cut & Copy was tabled for anti dog-fouling signs mounted on wood (£37 each). An alternative quote (Timpsons Online (£69) was noted). **It was AGREED that the Council should proceed with the Engrave Cut & Copy quote (4 signs- total £148).**

5.8 Emergency plan; see item 8 below.

5.9 Litter picking; The meeting heard that a villager spends many hours litter picking voluntarily around Hawstead, for which the Council is very grateful. **It was AGREED that (subject to SALC approval) the Council would make a token gift of appreciation of up to £100** in recognition of this much appreciated voluntary service.

7 FINANCE

7.1 To receive and review the bi-monthly summary of finances; the bi-monthly summary of finances for September-October 2013 (copy attached) was received and noted.

7.2 To approve cheques to be issued. The issue of the following cheques was **UNANIMOUSLY APPROVED:-**

Detail	Cheque no	Net total £	Gross Total £
J West	100	10.00	10.00
SALC	101	14.00	16.80
SALC	102	25.00	30.00
C Hibbert	103	40.95	40.95
Ricoh	105	34.81	41.77
St Edmundsbury	104	610.00	732.00
TOTAL		734.76	871.52

7.3 To approve the (i) budget and (ii) precept and grant for 2014/15; the draft budget (copy attached) was UNANIMOUSLY APPROVED; the precept and grant figure of £8,000k was UNANIMOUSLY APPROVED.

7.4 To approve virement of funds into savings account. It was UNANIMOUSLY APPROVED that up to £5,000 would be transferred into the savings account in one or more instalments (as appropriate to maintain a working cash balance at all times in the current account).

8. CHAIRMAN'S SUMMARY

The Chair highlighted the following issues; (1) the bottle bank is now being emptied every two weeks; (2) emergency plan training is proposed before Christmas; neighbours supported each other admirably during the recent storm; (3) the arrangements regarding the photocopier will be reviewed next year; (4) Councillors are asked to consider details to be circulated regarding a bespoke training session from SALC; (5) 2014 is the 120th anniversary of the PC; (6) update on pub.

9. CORRESPONDENCE

The following correspondence was noted:-

- 9.1 Letter from J Taplin dated 21.09.13;
- 9.2 SALC letter to St Eds re precept dated 07.10.13;
- 9.3 St Eds email re precept dated 10.10.13;
- 9.4 St Eds mail re precept 23.10.13;
- 9.5 Letter from K Caldwell dated 8.11.13.

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10. DATE OF NEXT MEETING

16th January 2014.

There being no further business, the Chairman thanked Councillors and members of the public for attending.

The meeting closed at 9.30pm

Distribution
Cllr C Robinson
Cllr R Alexander
Cllr J West
Cllr C Carr
Cllr Jayne Robertson
Cllr H Brewis
Cllr M Harrison

Website) following approval
Noticeboard) following approval

Attachments

Angela Rushen Report - November 2013
Police report – November 2013
Clerk report to November 2013
Bi monthly summary of finances 21 November 2013
Budget 2014/15
Chairmans summary

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