

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 20th March 2014.**

- Present:** Cllrs John West (Chairman), Clive Robinson, Christabel Carr, M Harrison and Jayne Robertson. Catherine Hibbert (Clerk).
Five members of the public.
- Apologies:** Cllrs Henry Brewis and Ros Alexander.

The meeting recessed for Public Forum at 7.30pm.

No items raised during Public Forum:

The meeting reconvened at 7.30pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

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

3. MINUTES OF PARISH COUNCIL MEETINGS DATED 16th January 2014.

3.1 The minutes of the meetings held on 16th January 2014 were **UNANIMOUSLY APPROVED** as a true and accurate record and signed accordingly.

4. REPORTS.

4.1 County Councillor report:

C Cllr Clements reported on the ongoing school organisation review, the work on highways and potholes across the County and the current heavy workload on the relevant officers. He took questions on the yellow road markings at Nowton and agreed to chase up Guy Smith and Anthony Smith re the Speedwatch equipment and **asked to be given the invoice for the goal posts before delivery of the same.**

4.2 Borough Councillor report: The written report from the Borough Councillor was tabled which covered budget cuts, the strategic plan, West Suffolk Families and Communities strategy, Vision 2031, development control. **Report to be posted on website.**

4.3 Police report: The written report from the police (attached) was noted. **Report to be posted on the website.**

4.4 Communications: Cllr Robinson reported on behalf of Cllr Brewis that; (1) the website has been improved courtesy of Mr Andy Parret. **It was AGREED that the next set of audit figures should be posted on the website;** (2) a coffee morning to focus on the Speedwatch equipment is being considered. **It was AGREED to liaise with the Community Council to source an advertising board which could be used to publicise the coffee mornings;** (3) he had identified some proposed locations for signage to mark the limits of Pinford End. The meeting discussed the type of signage preferred and **it was generally AGREED that the County Council should be approached to see whether it will fund such signage.**

4.5 Greens: Cllr Carr reported that; (1) this is the tenth and final year of the Single Farm Payment scheme which will be replaced by the Basic Farm Payment scheme and re-evaluation will be required; (2) the ELS/HLS scheme has about 2-3 years left to run; (3) mowing quotes for summer 2014 (including both sides of the verge on Church Road) would be pursued. Feedback regarding the contractor used in 2013 was positive.

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It was noted that a **note should go into Hawstead Journal** reminding horse riders to stay clear of the mown paths on the Green and further consideration would be given as to how to spread the word about minimising such damage.

4.6 Footpaths and Trees: It was noted that SCC has been contacted to address the depth of verge outside Hawstead House, the overgrown state of the footpaths by the Cranks and the overgrown verge outside Oaksmead (which has now been cleared). **It was AGREED that progress against these items should continue to be monitored and in the meantime, a working party lead by the Footpath officer would be formed to prevent the Cranks footpath from becoming impassable.** It was noted that the Pinford End footpath is clear but soft underfoot.

4.7 Highways and safety: Cllr Harrison reported that; (1) the roads are in reasonable condition; (2) the SCC response time to queries and reports (i.e. regarding potholes) is slower than normal; (3) a new sign is still on order from SCC for the Wkepstead Road; (4) he had attended a seminar on public transport. Discussion followed about public transport usage in Hawstead; (5) there is a community resilience (emergency planning) meeting in May, for which details are available.

4.8 Planning and legal: Cllr Robinson reported that he continues to recruit volunteers for the Speedwatch scheme. A response is still awaited from the Council regarding purchase of the equipment. **It was AGREED that Monday evening dates for the planning training seminar should be pursued.**

4.9 Achieving Excellence; Cllr Robertson reported that; (1) the various laminated signs approved in previous meetings remain on order; (2) and the wood to mount the dog fouling signs is now available; (3) the two new benches have not yet been ordered as approval from Haverbury as to the actual location continues to be awaited; (4) there is an opportunity to enter Suffolk Village of the Year award scheme. **It was AGREED that this should be pursued.**

4.10 Clerk Report – The clerk report (document 4.10) was received and noted.

5. TO CONSIDER

5.1 Engraved header for noticeboard;

The meeting heard that the noticeboard with engraved header was now in situ outside the village hall and was generally agreed to look very good. **It was AGREED that a second noticeboard for outside the Pound should be ordered.** Consideration would be given to where to site the board and most appropriate footings.

5.2 Area of land north of Bells Lane next to river; the meeting discussed this area of land (which has been untouched for some years) and whether any work is required on it or whether it should be left as wild habitat. **It was AGREED that Councillors should visit this area before the next meeting when it will be discussed further.**

5.3 Village Hall car parking; the meeting heard that a vehicle had caused significant damage to the Green when it had parked on the grass during wet conditions. The meeting discussed whether; (i) action was required to prevent this happening again; (ii) this was a one off incident; and (iii) any measures would encourage cars to park in the road. Preventative measures including temporary low pole fencing, tree stumps, grasscrete, chain link barriers, and liaison with the Community Council were discussed. **It was AGREED that, as a first measure, large tree stumps/logs would be positioned to deter parking on the grass.**

5.4 Almshouse car parking; it was reported that the Almshouse Trustees had notified the Parish Council of their desire to renovate the car park and that the Trustees have since met with B Cllr Rushen and some councillors to discuss this. The Trustees have indicated that they will provide details of their proposals (materials, proportions etc) for consideration by the Council, details of which are still awaited.

5.5 Hawstead byelaws; It was reported that some years ago work had commenced to update the Hawstead byelaws as per a new model template. Revised draft byelaws were put out for public consultation; two comments were received. The process then stalled around the time

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new councillors came on board. The meeting discussed the pros and cons of pursuing the updated byelaws to conclusion. **It was AGREED that a working party (Cllrs Robinson, Harrison and Robertson) should be formed to formalise the new byelaws; this is likely to involve a fresh public consultation. Checks will be made to ascertain whether non-councillors can join such a working party.**

5.6 Easement over Green for final approval; The engrossment deed of easement was received and it was **AGREED** that Cllrs Robinson and West would be authorised to execute the same.

5.7 Monitoring of risk assessment for 2013/14. The risk monitoring report for the Council assets for 2013/14 was received and it was noted that no significant items risks had been identified which had not already been addressed.

6. PLANNING APPLICATIONS APPEALS AND NOTIFICATIONS;

6.1 Brook Green application. The meeting heard that conditional consent for this proposal has been issued by the Local Planning Authority (decision notice not yet available). It was reported that most of the conditions proposed by the Council were accepted. However no condition limiting the operation to May-Sept was accepted. Discussion followed about the local planning authority meeting.

6.2 Application for variation of condition 3 of planning permission SE/13/0572/HH (Hawstead Hall) to allow minor amendments to the approved plans. Cllr Robinson introduced the proposals; the meeting concluded that the proposals did not represent any significant variation in visual aspect. **It was UNANIMOUSLY agreed that the Council had no objection to the proposals.**

7 FINANCE

7.1 To receive and review the bi-monthly summary of finances; the bi-monthly summary of finances for January -February 2014 (copy attached) was received and noted.

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

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
J West- timber for dog signs		14.11	2.82	16.93
Ricoh quarterly printer rental		30.31	6.06	36.37
Ricoh printer charges		23.77	4.75	28.52
SALC		25.00	5.00	30.00
Command Pest Control		352.00	70.40	422.40
C Hibbert wages		504.00		504.00
HMRC tax		126.00		126.00
C Hibbert expenses		142.42		142.42
SALC		15.00	3.00	18.00
LAH signs		75.00	15.6	90.6
SALC		14	2.80	16.80

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8. CHAIRMAN'S SUMMARY

The Chair noted; (i) the final conclusion of the easement over the Green; (2) the Maglia Rosso development is underway in the Metcalf Arms; (3) firearms have been heard being discharged recently around the village; and (4) the next meeting will be preceded by the Parish Meeting. **Community groups will be asked for their contributions.**

9. CORRESPONDENCE

None.

10. DATE OF NEXT MEETING

15th May 2014 7.30pm.

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

The meeting closed at 9.35pm

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 – March 2014
Police report – March 2014
Clerk report to March 2014
Bi monthly summary of finances 20 March 2014
Chairman's summary

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