

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON 18<sup>th</sup> September 2014.**

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

*The meeting recessed for Public Forum at 7.30pm.*

No matters were raised during Public Forum
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*The meeting reconvened at 7.30pm.*

**1. APOLOGIES.**

Noted.

**2. DECLARATIONS OF INTEREST.**

None.

**3. MINUTES OF PARISH COUNCIL MEETINGS DATED 28<sup>th</sup> AUGUST AND 17<sup>th</sup> JULY 2014.**

**3.1** The minutes of the meetings held on 17<sup>th</sup> July and 28<sup>th</sup> August 2014 were **UNANIMOUSLY APPROVED** as a true and accurate record and signed accordingly.

**4. REPORTS**

**4.2 Borough Council Report:** B Cllr Rushen tabled her September 2014 report. The removal of the yellow parking lines at Nowton was discussed.

**4.3 Police report:** an email report from local police was received stating that there has been no reported crime in Hawstead since the last Council meeting.

**4.4 Communications report:** Cllr Brewis reported that; (i) there is no further update available on the timing of proposed improvements to the local Broadband service; and (ii) a trial arrangement has been put in place for undelivered post to be left at Maglio Rosso by the Royal Mail for collection (rather than returned to the depot). Residents have been notified via the Hawstead Journal of this arrangement and can opt out at any time by contacting Cllr Brewis.

**4.5 Greens:** Cllr Carr reported that; (i) the owl boxes have been checked revealing one clutch of abandoned barn owl eggs and nesting stock doves; (ii) a tawny owl has been sighted in the Millennium field; (iii) Darren Barnby has offered to continue winter rabbit control on the Green using ferrets at no charge to the Council – **all in favour**. The Council considered a proposal by Mr Barnby to undertake further rabbiting on the Green using a rifle and lamp. Upon full consideration of the safety implications of this - **unanimously refused**; (iv) initial guidance on the Basic Farm Payment scheme has been received; further guidance on the relevant definitions is required before the Council can assess whether it will continue to qualify for grant payments under this replacement scheme – **update to next meeting**; and (v) the Rural Land Registry plans have been updated but with no material impact on the amount of grant receivable under the Single Farm Payment Scheme which uses these maps.

**4.1 County Council Report (taken out of turn):** C Cllr Clements; (i) gave a verbal report on county-wide education initiatives and reasons for recent delay within the SCC highways; (ii) confirmed that he has approved payment for the Speedwatch equipment for Hawstead – equipment yet to be received. Discussion followed about the impact of parking charges on usage of Nowton Park.

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**4.6 Footpaths and trees;** Nothing to report in the absence of Cllr Alexander. **Update to next meeting.**

**4.7 Highways and safety;** Cllr Harrison reported that; (i) local roads are in reasonable condition; (ii) a new signpost is in place at Pinford End; (iii) replenishment of some road markings is awaited; and (iv) water main repairs on Bury Road (involving temporary lights) are imminent.

**4.8 Planning and safety;** Cllr Robinson reported that; (1) he is ready to coordinate volunteer training for the Speedwatch scheme as soon as the equipment becomes available and will liaise with the neighbouring villages; and (2) **Mr Carter to be briefed regarding the byelaws working party.**

**4.9 Achieving Excellence;** Cllr Robertson reported that; (1) Hawstead achieved a commendable fourth place in the Suffolk Village of the Year competition. Those involved had enjoyed the experience and created a lovely video (on the website). The village has also won £500; (2) the dog fouling signage has been ordered and awaits collection; (3) a villager had suggested that the BC locality budget for Hawstead be used to purchase two benches for the Millennium Field (which Cllr Robertson has costed at £258 plus carriage). Discussion followed and it was suggested that the field could also benefit from a more attractive gate. It was noted that the locality budget cannot be released to the Council (or any other local government body) and it was therefore **AGREED that this suggestion would be forwarded to Hawstead Community Council.**

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

## 5. TO CONSIDER

**5.1 Insurance;** A quote from Community Action Suffolk on behalf of Zurich Municipal of £335.71 had been received on similar terms and price to last year's cover. An alternative quote had been sought but had not been received before the meeting. **Renewal on these terms was APPROVED in principle** subject to any materially cheaper quote being received before existing cover expires.

**5.2 Grit bins;** the meeting was advised that three of the Council grit bins have been damaged. Three quotes were tabled (from £309.30 to £524 exc VAT for three bins). Discussion followed about the advisability of replacing these bins, given they are prone to damage at the roadside. **It was UNANIMOUSLY AGREED that the Council should purchase three new bins as per the cheapest quote** and attempt to seek a contribution from a local farmer who admitted to having accidentally damaged one of these.

**5.3 Almshouse car park;** Cllr Robinson reported that he had monitored the number of cars parking here since the last meeting; the maximum number recorded at any one time was six. This information should inform any parking spec to be prepared for this area. Before any further action is taken on this issue **it was AGREED that the Council should establish whether it has legal authority to agree to the provision of parking spaces on the Green and investigate appropriate licence procedures.**

**5.4 Automated defibrillator;** nothing to report in the absence of Cllr West. **Update to next meeting.**

**5.5 Repairs to bench.** Cllr Robinson reported that he had investigated whether it would be possible to repair the Council-owned bench by the swings on the Green (need for repair highlighted in the BC play equipment safety report) but had concluded that it was not feasible for him to repair it himself as originally hoped. Discussion followed about replacement, appropriate materials for any replacement, the availability of scrap metal value etc. **It was AGREED that quotes for a replacement metal/wood bench should be considered at the next meeting.** Cllr Robinson **AGREED to contact the author of the play equipment report to query the advice regarding treatment of the swing chains.**

## 6. PLANNING APPLICATIONS APPEALS AND NOTIFICATIONS

**6.1 DC/14/1439/HH erection of front porch and single story rear extension at High Trees, Lawshall Road.** Cllr Robinson introduced these proposals, noting that they comprise a first floor

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extension rather than the single storey extension referred to in the application documentation. The meeting considered the proposals and it was **UNANIMOUSLY AGREED that the Council supported the proposed development.**

## 7 FINANCE

The meeting was advised that the external audit report on the end of year accounts from BDO had been received. No issues noted.

**7.1 To receive and review the bi-monthly financial summary for July-August 2014;** the bi-monthly summary was received, considered and approved.

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

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
Realise Futures replacement perspex	151	21.50	4.30	25.80
Ricoh	152	107.35	21.47	128.82
C Hibbert - expenses	150			75.90
C Hibbert - wages	149			700
HMRC - tax	148			65.00
S Bradnam - trees	147			180.00
BDO	153			120.00
Engrave Cut and Copy	154			45.00

## 8. CHAIRMAN'S SUMMARY

The Vice chairman thanked those present for their contributions.

## 9. CORRESPONDENCE

Recent correspondence received by the PC is referred to in the clerk report (document 4.10). Receipt of the following items in particular was noted:-

The Local Councillor issue 3 2014  
July operational play equipment report  
Revised Rural Land Register maps  
Openness of Local Government Regulations

## 10. DATE OF NEXT MEETING

**20<sup>th</sup> November 2014 7.30pm.**

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

*The meeting closed at 8.55pm*

Signature.....

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

Documents before meeting  
September BC Report  
Clerk report to September 2014  
Bi monthly summary of finances 18 September 2014

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