

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

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

The meeting opened at 7.30pm and the Chairman read out a short statement confirming that filming/recording of the meeting would be permitted in line with recent legislative changes.

It was noted that items 5.3 and 5.4 would be taken out of turn at the end of the meeting in closed session to enable the consideration of legal advice.

*The meeting recessed for Public Forum.
RA joined the meeting.*

The following matters were raised during Public Forum:-
Maglio Rosso – Works on the Green to create an access without landowner (Council) permission. Whether the beneficiaries of any prescriptive easements over the Green are permitted to lay hard standing over those prescriptive rights of way.

The meeting reconvened at 7.40pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

Cllr Brewis declared an interest in item 6.1 as applicant in relation to the proposed tree works.

3. MINUTES OF PARISH COUNCIL MEETING DATED 18th SEPTEMBER 2014.

3.1 The minutes of the meeting held on 18th September 2014 were **UNANIMOUSLY APPROVED** as a true and accurate record and signed accordingly.

4. REPORTS

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

4.2 Borough Council Report: B Cllr Rushen referred to her November 2014 report, circulated before the meeting.

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. It was however noted that one of the new empty gritbins recently purchased by the Council had been stolen, which theft had in fact been reported to police.

4.4 Communications report: Cllr Brewis reported that; (i) Andy Parret continues to work hard to maintain the Council website, for which many thanks; (ii) BT is now taking orders for BT Infinity broadband; there is still some variability in Broadband speed and coverage around the village. Discussion followed about investigating the possibility of topping up local broadband provision to ensure more uniform and efficient coverage across all parts of the village and the benefits such improved service could bring. It was generally **AGREED** that Cllr Brewis would investigate this possibility further on behalf of the Council; (3) the parcel collection arrangements for undelivered

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post c/o Maglio Rosso are working well, for which many thanks; and (4) the coffee morning on 6 December would be re scheduled.

4.5 Greens: Cllr Carr reported that; (i) new guidance on the Basic Farm Payment scheme which will replace the Single Farm Payment scheme from which the Council currently benefits will kick in next year. The Council will continue to qualify for this grant stream (as a *farmer* for these purposes); (ii) the Environmental Stewardship scheme from which the Council also benefits runs on a different 10 year cycle; continued participation in this scheme will be by invitation only, but it is hoped that the Council will continue to qualify, given the unimproved lowland grass habitat; (iii) it was difficult to encourage the limited pool of available contractors for mole control to continue to quote for work when they have unsuccessfully tendered in the past. The existing contractor, Command Pest Control, has offered to hold his current annual fee (£352 for 13/14) for 3 years if the Council can commit. Discussion followed about the service he has provided. **UNANIMOUSLY AGREED to continue;** (iv) the hedge in the Millennium field needs relaying. Mr James Carr has offered to arrange for this to be done at no cost to the Council by his work colleagues. Unanimously accepted. Many thanks to Mr Carr.

The meeting discussed some recent reports of vehicles driving over the Green and the need for vigilance was noted. The meeting was reminded that it had been agreed earlier in the year that some logs would be positioned around the Green to prevent parking damage during the winter period.

4.6 Footpaths and trees; Cllr Alexander reported that; (i) footpaths are reasonably clear; (ii) she had surveyed the trees on Council land with Mr Carr (tree warden) and they had drawn up a three phase proposal to replace a damaged cherry tree, remove misplanted lime trees near Brook Green, leave a fallen willow in situ as an ecological feature and climbing frame, to carefully re grade holes and clear the BMX track area near Brook Green so that it can be opened up into a beautiful quiet area, to fill in the field hedge at the Millennium Field and undertake coppicing/replanting at Pinford End. The proposals were discussed in detail and generally approved. **It was AGREED that quotes for this tree work (divided into three parcels) and the ground work at Brook Green would be sought for consideration at the January 2015 meeting.**

Discussion followed about the danger to pedestrians using the road opposite Hawstead House due to the hedge encroaching over the entirety of the verge and **it was agreed that Mr Butt should be invited to trim the opposite verge, if possible, to allow safer pedestrian refuge.**

4.7 Highways and safety; In the absence of Cllr Harrison, it was noted that; (i) local roads are in reasonable condition; (ii) issues at Bells lane have been reported to the SCC; (iii) three new grit bins have been obtained (one now stolen) and an order to fill these with grit has been issued; and (iv) a replacement sign is in place at the Pound. **It was noted that reimbursement for the damaged grit bin should be sought from a responsible local landowner.**

4.8 Planning and safety; Cllr Robinson reported that; (1) Speedwatch equipment has now been received. It was generally **AGREED that the necessary signage should be purchased (£160)** to enable operation of the scheme. Further volunteers are required. Volunteers must register, undergo CRB checks and then the local police will undertake training. Once established in Hawstead, Cllr Robinson will support neighbouring villages with their emerging schemes; and (2) a meeting of **the byelaws working party will be held shortly to enable the previously agreed byelaws to be formally approved.**

The Chair thanked Cllr Robinson for repairing the noticeboard at Pinford End.

4.9 Achieving Excellence; Cllr Robertson reported that; (1) Hawstead CC had declined to pursue an application for use of the BC locality money for picnic benches for the Millennium Field as had been previously discussed. It was noted that the locality budget for this year has now been allocated, but further money will be available for next year and it was noted that this could be used for a Parish event such as a village picnic. Discussion followed about the possibility of organising an event to raise awareness of the area which it is hoped to open up at Brook Green, such as a

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Parish walk and it was **AGREED to explore the availability of information boards from Natural England** in this regard.

The Chair thanked Cllr Robertson for coordinating Hawstead's bid for the Village of the Year competition.

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

5. TO CONSIDER

5.1 Suspension of standing order (SO3L) to enable filming of meetings and acceptance of draft protocol on filming; Cllrs Robinson and West reported that they recently attended a SALC seminar on filming of Council meetings. The proposed standing order suspension and draft protocol on filming were discussed and **APPROVED subject to clarification being sought from SALC on paras 11 and 12 of the draft protocol.**

5.2 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 the Council would make an honorarium gift of up to £100 in recognition of this much appreciated voluntary service.**

5.3 Works on the Green: *item taken at the end of the meeting in closed session.*

5.4 Almshouse car park; *item taken at the end of the meeting in closed session.*

5.5 Automatic defibrillator; the benefits of obtaining such equipment for the benefit of the village and its visitors were debated and it was generally agreed that this would be a good acquisition. Funding was discussed, it being noted that the cost (from the local charity Heartbeat Trust) for training for up to 50 people, cabinet and equipment was around £2000. **It was AGREED that Cllr Robertson supported by Mrs G West would explore the possibility of obtaining grant/sponsorship with the remainder of the cost to be funded by the Council.**

5.6 Replacement bench quotes; Quotes submitted by Cllr Harrison were considered and it was **AGREED to proceed with the acquisition of a cast iron serenity bench (£512 plus VAT)** noting that some small additional costs will be incurred for the bench fixings – **APPROVED.**

5.7 Insurance for Speedwatch equipment. An additional premium of £25 to cover the recently acquired Speedwatch equipment was APPROVED.

6. PLANNING APPLICATIONS APPEALS AND NOTIFICATIONS

6.1 Planning consultation DC/14/2046/TPO for various tree works at the Spinney, Bury Road, Hawstead Suffolk.

Cllr Brewis left the room.

Cllr Robinson introduced the application for various works to manage an area of woodland covered by a TPO and re-establish an existing driveway. The meeting considered the application in detail including the following issues; (i) the arbiculturalist report accompanying the application; (ii) the lack of ecological survey accompanying this application and whether there was a need for this; (iii) National PPG on TPOs; (iv) the reasonableness of the works proposed; (v) the need to respect the protection afforded by the TPO; (vi) the purpose of the application; (vii) comments previously circulated on behalf of the tree warden to some Councillors; (viii) the lack of information on impact of the proposals on ecology; (ix) verbal advice from St Eds that consideration should be confined to the facts of the application; (x) the reasonableness of requiring further information from the applicant. On a majority vote (three in favour; two against) the Council resolved to support the application. The proposed response to St Eds to note that two Councillors considered that the application had insufficient information on ground flora and protected species to enable an informed appraisal of the application and that they had requested an ecological survey before the application was determined.

Cllr Brewis rejoined the meeting at 9.25pm.

7. FINANCE

7.1 To receive and review the bi-monthly financial summary for September-October 2014:

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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:**

2	Cheque no	Net (of VAT)	Vat	TOTAL
MH mileage claim 34 x .45				15.30
Grit bins.net		222.75	74.25	309.30
Salc payroll		14	2.8	16.8
Salc networking day		15	3	18
SALC filming training		60	12	72
Business Services at CAS Ltd (insurance)				335.71
C Hibbert (exps)				87.51

7.3 Quarterly summary; the quarterly summary August-October 2014 was received and noted.

7.4 To approve budget (including precept) for 2015-2016. The draft budget including a proposed precept and grant figure of £8000 was **UNANIMOUSLY APPROVED.**

8. CHAIRMAN'S SUMMARY

The 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:-

- 9.1 Transparency Code.
- 9.2 PPG Housing assessment.
- 9.3 Meeting schedule for 2015.

10. DATE OF NEXT MEETING

15th January 2015 7.30pm.

It was noted that a closed session would follow the meeting. There being no further open 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

Signature.....

Cllr Jayne Robertson
Cllr H Brewis
Cllr M Harrison

Website) following approval
Noticeboard) following approval

Documents before meeting

November BC Report
Clerk report to November 2014
Bi monthly summary of finances 20 November 2014
Quarterly summary to October 2014
Draft budget for 2015/16

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