

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 17th September 2015.**

Present: Cllrs John West (Chairman), Michael Harrison, Henry Brewis, Ros Alexander and Christabel Carr. Catherine Hibbert (Clerk). Approx 10 members of the public.

Apologies: Cllr Clive Robinson.

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 item 5.5 would be taken out of turn at the end of the meeting in closed session to the extent necessary to enable the consideration of correspondence raising legal matters.

The meeting recessed for Public Forum at 7.30pm.

The following matters were raised during public forum:-

- details of the proposed training for the automatic defibrillator (item 5.4);
- access to the Maglia Rosso field over the Green. The owner of Maglia Rosso outlined the background to its issue with the Council, noting that he considers he has a legal right to this access and seeks a further meeting with the Council to discuss.

The meeting reconvened at 7.40pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

None.

3. MINUTES OF PARISH COUNCIL MEETING DATED 9th JULY 2015.

3.1 The minutes of the meeting held on 9th July 2015 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 T Clements – nothing to report.

4.2 Borough Council report; B Cllr A Rushen introduced her report (to be uploaded onto the website) and noted that charges are likely to be made in the future for the brown bin collection service. Bids to B Cllr Rushen for the Hawstead locality money are welcome and can be made by individuals or local organisations (not the Council);

4.3 Police; report received and noted (to be uploaded onto the website). One incident of note in the area (arrow damage to a Speedwatch sign) was noted.

4.4 Communications: Cllr Brewis reported that; (1) the BT Broadband survey team had been in Pinford End- a new fibre optic cabinet is anticipated during the next 4-5 months although there is no written commitment in this regard; (2) other technical solutions are either unviable or costly and it is hoped that the BT improvements will come through; (3) thanks to Mr A Parret for his work on the website. It was noted that any historic photos of Hawstead life would be welcome by Mr Parret for use on the website; and (4) bi-monthly coffee mornings to re-commence from mid-October.

4.5 Greens: Cllr Carr reported that; (i) mole control work needs to recommence over the winter. (Year 2 of a three year arrangement with existing contractor – clerk to liaise); and (ii)

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correspondence has been received about poor driving/ access visibility caused by an overgrown area of the Village Green in Bells Lane – arrangements for a contractor to clear to be made; (iii) Hawstead CC is considering applying for the Hawstead locality money for an information board for the Village Green; and (iv) estimates for installing the new bench have been requested..

4.6 Footpaths and trees; Cllr Alexander reported that; (i) some additional winter tree maintenance work remains outstanding from the programme of work largely completed earlier this year; (ii) quotes are being sought to level out the area of Brook Green by the stream and open out this quiet area of the Green; (iii) the paths in Hawstead and at Pinford End are clear.

4.7 Highways and safety; Cllr Harrison reported that; (1) the roads are in good order; (2) there have been two road closures for water main repairs; (3) Hawstead Lane has been resurfaced; (4) the new owner of Hawstead House has trimmed the hedge back as far as possible to provide a pedestrian refuge along Bury Road; (5) Hawstead Speedwatch signs suffered a vandalism attack but have been cleaned up now. It was **AGREED** that (i) Cllr Robinson should update the next meeting on the Speedwatch scheme and that; (ii) SCC should be chased to supply the promised flood signs for Bells Lane. Circulation of weather warnings via the email distribution list was discussed.

4.8 Planning and legal (including update from byelaws working party); nothing to report in the absence of Cllr Robinson. The planning application for Melpost Farm discussed at the last Council meeting has been approved.

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

5. TO CONSIDER

5.5 Works on the Green (taken out of turn):

Correspondence has been exchanged regarding access over the Village Green to the Maglia Rosso field. It was noted that; (i) the Council's objective is to protect the surface of the Village Green as per its statutory duty; and (ii) discussion of this item to the extent that it raises legal issues will take place in closed session at the end of the meeting. It was noted that the approach being taken by the Council in relation to this issue is supported by the majority of the Council; Cllr Brewis noted specifically that he does not support this approach.

5.1 Insurance proposal; quotes were received from Zurich (CAS) - £351.52, Aviva (AON) - £378.25 and Came & Co (£310 – no details of cover supplied) and levels of cover were compared. The flexible service provided in the past from CAS, the Council's current insurer, was noted. It was **AGREED** to proceed with the Zurich (Cas) proposal.

5.2 Various survey requests; Cllr Harrison **AGREED** to complete the rural transport survey on behalf of the Council.

5.3 Quiet Lanes; nothing to report – roll onto next agenda.

5.4 Defibrillator training proposal: details of this training proposal for the dozen or so Hawstead volunteer first responders (£200 plus VAT) which covers not only use of the defibrillator but also other emergency training were discussed. No similar training package is readily available from any alternative providers, so there are no other quotes. The proposal was unanimously **APPROVED**.

6. PLANNING APPLICATIONS APPEALS AND NOTIFICATIONS

Nothing to report.

7. FINANCE

7.1 To receive the annual return and external audit report for 2014/2015; received and noted; no issues raised. It was noted that relevant financial information will be posted on the website following a transparency code training session on 22 September 2015.

7.2 To receive and review the bi-monthly financial summary for July-August; received and noted.

7. 3 To approve cheques: the issue of the following cheques was **UNANIMOUSLY APPROVED:**

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Ricoh UK Ltd	Printing	144.53
BDO	Audit fees	120
The Community Heartbeat Trust (Solutions) Ltd	Plaque for defibrillator	15.60
C Hibbert	expenses	72.57
R Jackson	Website charges from 2013.(These charges have been paid directly to the website provider by Mr Rod Jackson to date; the Council agreed to reimburse these in July 2014, but details of these have only recently been made available; the Council will cover future charges directly. Charges to date will be met out of reserves and appropriate provision made in the budget going forward).	719.60
SALC	training	18.00

The Council **AGREED** to thank Mr Jackson for his help with the website.

8. CHAIRMAN'S SUMMARY

The Chairman thanked everyone for their attendance and noted that; (1) contact has been made with the government department responsible for approving the revised draft Hawstead byelaws; (2) the Hawstead Journal has been entered into the village of the year competition; (3) further consideration needs to be given to the co-option of an additional Councillor.

9. CORRESPONDENCE AND CIRCULARS

Refer to Clerk report at item 4.9.

10. DATE OF NEXT MEETING

Thursday 19 November at 7.30pm

Apologies from Cllrs Harrison and Alexander for 19 November 2015 were noted.

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 8.35pm.

Distribution

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

Website) following approval
 Noticeboard) following approval

Documents before meeting

September BC Report
 Clerk report to September 2015

Signature.....

Bi monthly summary of finances 17 Sept 2015

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

Signature.....