

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 19th November 2015.**

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

Apologies: Cllrs Michael Harrison and Ros Alexander.

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 6 would be taken out of turn.

The meeting recessed for Public Forum at 7.30pm.

The following matters were raised during public forum:-

- the need for additional affordable housing in Hawstead to meet local demand.

The meeting reconvened at 7.35pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

Cllr Carr declared an interest in item 6.2, as neighbouring landowner.

3. MINUTES OF PARISH COUNCIL MEETING DATED 17th SEPTEMBER 2015.

3.1 The minutes of the meeting held on 17th September 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 in addition that; (i) there will be free parking after 4pm on Thursdays in Bury St Edmunds before Christmas; (ii) street lighting will be upgraded, with anticipated long term maintenance savings; and (iii) a separate housing company is to be established by SCC, St Eds BC and FHBC to provide affordable housing.

4.3 Police; no report received.

4.4 Communications; Cllr Brewis reported that; (1) BT Openreach has contacted the Council regarding the provision of a new fibre optic cabinet on the Green to improve local Broadband Service. A wayleave agreement is proposed, the details of which are yet to be agreed. The potential availability of grant funding, if necessary, to support any preferred location was noted. Discussions are continuing with BT Openreach and a further Council meeting will be called to approve final arrangements; and (2) interesting local photos are being uploaded onto the Hawstead website, for which many thanks to Mr Parrett.

4.5 Greens; Cllr Carr reported that; (i) she is working with Susanne White from HCC to compile suitable material and costings for an information board to highlight the ecological features of the Green; (ii) the need to cut back some trees adjacent to the Almshouse Trust car park has been identified, although there is uncertainty as to whether the identified trees are covered by an existing tree preservation order relating to the Spinney; the local authority tree officer is unsure as

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to the status of the identified trees and has recommended the submission of a tree preservation order application to elicit a formal opinion on the status of the affected trees and any necessary consent to work on these, if appropriate. Clerk to investigate the cost of such an application; (iii) residents have requested that an area of Council land on Bells Lane is cleared to improve visibility; final details of a scheme of work to address this will be agreed with the affected residents and costed shortly; (iv) levelling of the former BMX area by the stream on Bells Lane will need to be undertaken by a small digger; quotes to be supplied to the January 2016 meeting; (v) rabbit control on the Green has been undertaken at no charge to the Council for some time, but this arrangement has now come to an end. Quotes for this ongoing work from appropriate contractors will be sought; (vi) the English Nature stewardship scheme will end in January 2017 and a further application will be required to secure any future grant payments. It is hoped that the Council will be invited to submit a further application around April 2016. If appropriate, it may be necessary for the Council to incur professional fees to prepare such further application during the course of 2016; (vii) bat boxes have now been installed; and (viii) a working party will install the replacement bench on the Green shortly. Cement to the value of £26.93 inc VAT has been purchased for the Council to use for this purpose – generally **APPROVED**.

4.6 Footpaths and trees; in the absence of Cllr Alexander it was noted that; (i) the footpaths around Hawstead and Pinford End are in reasonable condition (thanks to Doc and Flo Lacey for their report). It was **AGREED** that the tree officer should be asked to check for any damage to Council trees caused by recent high winds.

4.7 Highways and safety; in the absence of Cllr Harrison it was noted that there are no current significant issues affecting local highways.

4.8 Planning and legal; see item 6 below. Cllr Robinson reported that the Speedwatch scheme is now underway. This scheme can only operate when the conditions permit (including weather and availability of volunteer teams).

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

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

6.1 Planning application DC/15/1823/FUL for continued use of a barn as wedding and conference venue; Cllr Robinson introduced the application, which is the resubmission of a similar application considered by the Council earlier during 2015 - the initial application having been withdrawn by the applicant following comments made by St Eds regarding public transport and sustainability. Additional information on transport has been included. The application was **UNANIMOUSLY SUPPORTED** by the Council; one Councillor repeated her earlier request for a planning condition to regulate the use of fireworks to minimise the potential impact on livestock. Other Councillors noted that they had no concerns regarding the sustainability of the proposals.

6.2 Planning application for installation of swimming pool at Hawstead House DC/15/2117/HH; Cllr Robinson introduced the application which was **UNANIMOUSLY APPROVED** by the Council.

6.3 Lawshall neighbourhood plan consultation. The Council considered these proposals. It was **AGREED** that the Council has **NO COMMENT**.

5. TO CONSIDER

5.1 Quiet Lanes initiative feedback (if any); report to next meeting. Cllr West offered to support Cllr Carr with this initiative, if appropriate.

5.2 Byelaws update; the meeting heard that Mr D Carter has done much work to collate comments on the proposed new draft byelaws (which largely follow an updated model set of village green byelaws produced by the Government). The relevant Government department has reviewed these proposals and has suggested some further amendments to ensure the new wording is clear and meets their standards. As some time has elapsed since the original Hawstead consultation on this issue, the current draft replacement byelaws will be posted onto the

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website for further consultation before any decision is made to submit these for formal approval to the appropriate approving body.

5.3 Application for funding for transparency code compliance; grant monies are available to cover the costs of smaller Councils such as Hawstead in meeting the requirements of compliance with the new transparency code. It will be necessary to scan material onto the website for which purpose a scanner is required. The Council considered quotes for various scanners (including Fujitsu Scansnap S1300i at £145.82 plus VAT, Epson GT 1500 A4 Flatbed scanner at £160.72 plus VAT and HPK0J8620 printer/scanner at £169.99 inc VAT) and **APPROVED** (i) the purchase of the HPK 0J8620; and (ii) the submission of the grant application form in this regard to SALC (covering the purchase of a new scanner and costs of attending a training course on 22 Sept in this regard).

5.4 East Anglian Air Ambulance grant application form; a grant application from the East Anglian Air ambulance was considered and a donation under s137 LGA 1972 was **APPROVED** in the sum of £150.

5.5 Request for ad hoc financial support from HCC; the Hawstead Community Council has requested ad hoc financial support from the Council in order that it can continue to meet its costs in maintaining the village hall and associated facilities. Following consideration it was **AGREED** that the Council would be sympathetic to any such reasonable requests.

5.6 PC asset monitoring Oct 2015; It was noted that Councillor Harrison has checked the various Council assets around the village as part of the quarterly monitoring scheme and noted various minor items which need attention including the need to replace the bench (see item 4.5 above), cut back trees over a bench on Pound Green (see item 4.5 above) and cut back growth on Bells Lane (see item 4.5 above). The only item outstanding is some levelling possibly required to the ground under the swings on the Green, which Councillors agreed to review. Cllr Alexander has agreed to undertake the next round of asset monitoring, for which many thanks.

5.7 Works on Green. The meeting heard that the owners of Maglia Rosso had met with all Councillors in October to discuss the work they had undertaken on the Green. The Council's majority position is as follows; (i) works which interfere with the surface of the Village Green insofar as it is registered under the Commons Registration Act 1965 are prohibited by statute (s12 Inclosure Act 1857 and s29 Commons Act 1876). The Council cannot authorise any activity which injures the surface of the Green; (ii) any member of the public can walk over the Green; no third party may hinder public access to the Green by, for example, erecting fences or other obstructions; (iii) in the event of any disturbance to the surface of the Green/ obstruction, the Council has the statutory right and duty to require reinstatement to its satisfaction; (iv) the Council welcomes the work undertaken by Mr Denny to restore the surface of the Green in accordance with the Council's requests; (v) the Council has not been presented with sufficient evidence to support Mr Denny's assertion that Maglia Rosso benefits from a prescriptive easement allowing vehicular access over the Village Green to its field; and (vi) the Council has never expressed any intention to prevent or oppose occasional access by agricultural vehicles and is prepared to licence such reasonable access; the Council has also granted at least one temporary one day licence in the past for a non-agricultural but otherwise permitted use and would consider any further requests for such licences on provision of relevant details. The Council has since confirmed its position in writing and no subsequent correspondence has been received.

5.8 Litter picking; the meeting heard that a villager spends many hours litter picking voluntarily around Hawstead, for which the Council is grateful. It was **AGREED** that the Council would make an honorarium gift of £100 in vouchers in recognition of this much appreciated voluntary service.

7. FINANCE

7.1 To receive quarterly financial summary to 30th September 2015; received and noted;

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

7.3 To approve cheques: the issue of the following cheques was **UNANIMOUSLY APPROVED:**

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HMRC				56.00*
C Hibbert - wages	209			664.00
Nature Counters	210	113.17	22.63	135.80
Community Action Suffolk - ins	207			351.53
SALC - training	208	75.00	15.00	90.00
SALC - payroll	211	14	2.80	16.80
C Hibbert – expenses INC WEBSITE	212	105.42	12.41	117.83
East Anglian Air Ambulance	213			150
Catherine Hibbert – Sainsb vouchers	214			100

(* cheque issued before the meeting to meet HMRC deadline.)

7.4 To approve the draft budget and precept for 2016/17. The draft budget was considered and discussed and generally **APPROVED**, noting that the total precept and grant figure was being maintained at £8,000 in line with the previous several years and that it may be necessary for any professional fees incurred during this period in connection with the submission of a new Natural England Grant (see item 4.5 above) to be taken out of reserves.

8. CHAIRMAN'S SUMMARY

The Chairman thanked everyone for their attendance and noted that further consideration needs to be given to; (1) the co-option of an additional Councillor; and (2) any suggestions for improvements to the village environment.

9. CORRESPONDENCE AND CIRCULARS

Refer to clerk report at item 4.9.

10. DATE OF NEXT MEETING

Thursday 21st January at 7.30pm

The meeting closed at 8.45pm.

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

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November BC Report
Clerk report to November 2015
Bi monthly summary of finances 19 November 2015
Draft budget for 2016/17

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