

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON 17<sup>th</sup> March 2016.**

**Present:** Cllrs John West (Chairman), Clive Robinson, Henry Brewis, Michael Harrison, Christabel Carr and Penny Barham (in part). Catherine Hibbert (Clerk). 12 members of the public.

**Apologies:** Cllr 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.

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

The following matters were raised during public forum:-

- Query as to apparent 8% increase in Council Tax; the meeting heard that the annual sum allocated to the Council by St Eds comprises precept and grant; the grant element has been reduced by St Eds and will be phased out completely by next year, which reduction has resulted in an increase in the precept element raised via Council Tax, notwithstanding that this Council has held the total amount it requests from St Eds to cover its operating costs steady for several years at £8k pa;
- Query as to whether residents should be allowed to park on the Green overnight to alleviate parking problems on Wkepstead Road; the meeting heard that overnight parking on the Green has always been prohibited; recent consultation with residents at Wkepstead Road indicated that they sought a parking solution near their houses on Havebury/SCC land, over which the Council has no control;
- Concern that the introduction of a green waste charge will result in dumping of green waste on the Greens;
- Concern about the narrowness of the bridge on Bull Hill; the meeting heard that the Council has lobbied SCC for safety improvements in this location and secured introduction of white lines and chevrons; further improvements will only be considered by SCC if there are accidents.

*The meeting reconvened at 7.45pm.*

**1. APOLOGIES.**

Noted.

**2. DECLARATIONS OF INTEREST.**

None.

**3. PROPOSAL TO CO-OPT ADDITIONAL COUNCILLOR**

The Council **UNANIMOUSLY APPROVED** the co-option of Penny Barham as Councillor.  
*Cllr Barham joined the meeting.*

**4. MINUTES OF PARISH COUNCIL MEETING DATED 21<sup>st</sup> JANUARY 2016.**

**4.1**The minutes of the meeting held on 21<sup>st</sup> January 2016 were **UNANIMOUSLY APPROVED** as a true and accurate record and signed accordingly.

**5. REPORTS**

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**5.1 County Council report;** in the absence of C Cllr Terry Clements, his monthly newsletter was received and noted and will be loaded onto the website. C Cllr Clements, who will be Deputy Mayor of BSE next year, had recently expressed public praise for the efficient operation of this Council.

**5.2 Borough Council report;** B Cllr Angela Rushen presented her report which will be uploaded onto the website.

**5.3 Police;** in the absence of any police report, it was agreed to carry this item onto the next meeting. A spate of recent burglaries from outhouses in the area was noted.

**5.4 Communications;** Cllr Brewis reported that; (i) work is underway on the new fibre optic cabinet at Pinford End; the provision of a fibre optic box on the Green will follow; (ii) work to merge the various village email lists is underway. Thanks to Mr Andy Parrett for his ongoing work on the Parish Council website and email distribution list.

**5.5 Greens;** Cllr Carr reported that; (i) four quotes have been sought for mowing the Greens in 2016 (two quotes only received as at date of meeting – St Eds (existing contractor) and B Colson). The meeting discussed the quotes and **AGREED** to accept the St Eds quote of £1056 plus VAT which matches their quote for 2015; (ii) levelling work on the old BMX area has commenced; vegetation needs to get re-established before this area is included in any mowing regime; it was agreed that Councillors would meet on site to review layout; (iii) the Community Council has proposed a village clear up event - details to be finalised. The Council resolved to support this event and consider any request for a contribution towards refreshments, if appropriate;

**5.6 Footpaths and trees (including tree maintenance programme update, footpath update);** it was noted that the footpaths at Pinford End are in reasonable condition (thanks to Doc and Flo Lacey for their report in this regard) and that the two footpath finger signs (reported as broken at the previous meeting) have both been fixed.

**5.7 Highways and safety;** Cllr Harrison reported that; (i) the local roads are in reasonable condition; (ii) a new and improved highway fault reporting system is in place on the SCC website; and (iii) the order for a flood sign on Bells Lane is being processed;

**5.8 Speedwatch;** Cllr Robinson reported that the Speedwatch team of volunteers has commenced traffic monitoring sessions.

**5.9 Clerk.** The clerk report was received and noted. SALC has confirmed that the application for a grant to cover various expenses incurred by the Council in connection with securing compliance with the new transparency code has been approved.

## 6. TO CONSIDER

### **6.4 Request to use Millenium Field (taken out of turn):**

A request to use the Millenium Field for a small wedding reception in summer 2017 (marquee, portable toilets, no disco) has been received by the Council from a local couple. The meeting discussed various issues including impact on neighbours, insurance, parking, clean up etc and heard from members of the PCC. It was generally **AGREED** to **SUPPORT** this request subject to (i) support for this proposed use from immediate neighbours and the PCC; and (ii) delivery of appropriate insurance, a parking plan and a thorough clear up plan. The Council invited the applicant to; (1) revert to the Council once he has approached neighbouring properties; and (2) consider making an appropriate donation to All Saints Church as the Council is not currently set up to hire out this land;

**6.1 Quiet Lanes initiative feedback (if any);** the issue of whether this scheme would be appropriate for Hawstead, given there is no alternative route for motorised transport was discussed, together with anecdotal evidence of difficulties in progressing such schemes elsewhere in Suffolk. It was **AGREED** to put this issue in abeyance until such time as promotion of these schemes has become more commonplace in West Suffolk and there is more experience upon which to draw.

**6.2 Tree works (quotes and signage);** quotes received in February for winter tree work were noted (Urban Forestry, Neil Reekie and Stuart Bradnam) and the quote from S Bradnam in the

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sum of £1150 was formally **APPROVED**. It was noted that the majority of these works were completed in advance of this meeting to avoid the start of the nesting season; a small amount of work remains outstanding for completion later in the year. It was agreed that Mr Carr - tree warden - should be invited to put together a short piece for the Hawstead Journal explaining why these works to trees on Parish land have been undertaken.

**6.3 Grant application from Community Council;** an application from the Hawstead Community Council for a 50% contribution (£425) towards a catered tea party to celebrate the Queen's 90<sup>th</sup> birthday was discussed. This application was **APPROVED IN PRINCIPLE**, subject to clerk checking the any restrictions under s137 LGA1972 on payments in this regard;

**6.5 Vehicle tracks on green;** tyre tracks indicate recent vehicular activity on the Green; it was **AGREED** that the Council should continue to monitor the situation;

**6.6 Drainage on Bells Lane;** a complaint has been received regarding the debris/ water on the road at Bells Lane making conditions unsafe; it was noted that (i) the Highway Authority, SCC, has been informed; and (ii) a flood warning signed is to be installed at this location;

**6.7 Pheasant shooting;** a complaint regarding the conduct of persons connected with the local shoot was received and an appropriate response was **AGREED**.

**6.8 Bouncy castles;** Hawstead Community Council has requested permission to allow bouncy castles to be erected on the Green in conjunction with hall hire. Subject to appropriate safeguards being in place to satisfy the Council's insurers, this was **AGREED** in principle.

**6.9 Neighbourhood plans;** the meeting noted that; (i) the Council had previously considered the merits of promoting a Parish Plan, but there was little public appetite for this; and (ii) the open countryside status of the village means that any Neighbourhood Plan would offer minimal practical advantage. As such it was **AGREED** to put this matter into abeyance for the time being.

**6.10 Replacement byelaws update;** the draft byelaws have been; (i) provisionally approved by the Secretary of State; (ii) sealed by the Council; and (iii) placed on formal deposit for one month. Thanks to Mr Carter for his efforts in progressing this matter.

**6.11 Storage of Parish artefacts;** It was **AGREED** that a sum of up to £60 would be made available to Mr A Parrett to cover costs of storage expenses for a quantity of Parish ephemera collated by him and his predecessors in his role as Local History recorder;

**6.12 Risk assessment – monitoring update.** It was noted that Cllr Alexander has undertaken the quarterly inspection of Parish assets and will report anything of note to the next meeting.

## 7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

The meeting heard that; (i) there are no new applications affecting the Parish to date; (ii) DC/15/1823/FUL for continued use of barn as wedding and conference venue at Hawstead Place was **APPROVED**; and (iii) DC/15/2142/LB for LBC for retention of thatched covering to existing dormer window at the Rabbit Hutch was **APPROVED**.

## 8. FINANCES

**8.1 To receive and review the bi-monthly financial summary for January - February 2016;** the bi-monthly financial summary for January-February 2016 was received and noted.

**8.2 To approve cheques to be issued;**

The following cheques were **APPROVED**:

Payee	Detail	net	VAT	Total
Command Pest Control	Mole control	352.00	70.40	422.40
Ricoh Uk Ltd	Printing	120.39	24.08	144.47
SALC	payroll	14.00	2.80	16.80
Clerk	Wages	664		664.00
HMRC	Tax on wages	56		56

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Archant Ltd	Byelaws ad	189.18	37.84	227.02
Clerk	Exps (include website fees)	189.03	11.99	201.02
Hawstead CC	Room hire	100	20	120
B Colson	Ground work	140	28	168
S Bradnam	Tree works	1150		1150

### 9. CHAIRMAN'S SUMMARY

The Chairman gave his report and noted the following; (i) the Council has held the amount it requests from St Eds by way of precept and grant steady at £8kpa over the last several years (see public forum note above); (ii) volunteers for a working party to clean the village signs and gates are sought; and (iii) welcome and thanks to new Cllr Barham for stepping forward to serve on the Council.

### 10. CORRESPONDENCE.

Noted.

### 9. DATE OF NEXT MEETING

Thursday 19<sup>th</sup> May 2016 at 7.30pm to follow Annual Parish meeting at 7pm.

*The meeting closed at 9.15pm.*

Distribution

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

Website ) following approval  
Noticeboard ) following approval

Documents before meeting

BC report  
CC report  
Clerk report  
Bi-monthly financial summary

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