

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 21st July 2016.**

Present: Cllrs Clive Robinson (Vice Chairman), Henry Brewis and Christabel Carr. Catherine Hibbert (Clerk). 6 members of the public.

Apologies: Cllrs. John West, Ros Alexander, Michael Harrison and Penny Barham.

The meeting opened at 7.30pm and the Vice Chairman noted that filming/recording of the meeting would be permitted in line with current legislation.

The meeting recessed for Public Forum at 7.30pm.

The following matters were raised during public forum:-

- Request for consideration to be given to polling residents as to whether they would prefer the Green to be maintained with short grass (to support a variety of recreational uses) as opposed to its current maintenance as a traditional hay meadow (with consequent ecological benefits/grant funding). Discussion followed about the unique ecological status of the Green, current, previous and potential uses, the byelaws, the Entry/ Higher Level Stewardship Agreement etc.
- Concern about the potential fire risk posed by cut vegetation being left lying on Green behind bus shelter and a request that this area either be included in the hay cut or raked up in the future.

The meeting reconvened at 7.50pm.

1. APOLOGIES.

Noted.

2. DECLARATIONS OF INTEREST.

None.

3. MINUTES OF PARISH COUNCIL MEETING DATED 19th May 2016.

3.1 The minutes of the meeting held on 19th May 2016 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 Terry Clements, his monthly newsletter was received and noted and will be loaded onto the website.

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

4.3 Police; the SNT July report was noted and will be loaded onto the website.

4.4 Communications; Cllr Brewis, reported that a fibre optic box has been installed at Pinford End but, disappointingly, is still yet to be connected. BT Openreach has raised technical concerns about the proposed fibre optic box on the Green which is causing delay. The Council continues to chase BT Openreach to complete the works but there is little feedback from them as to when and how the necessary works will be completed.

4.5 Greens; Cllr Carr reported that; (i) a ragwort pull on the Green was completed prior to the recent hay cut – thanks to the Evershed, Pamplin and Carr families in this regard; (ii) some attractive photos of the Green have been taken which could be used for the proposed information board; and (iii); and the Rural Payments Agency required an amendment to the coding on the Council's most recent annual Basic Farm Payment return which has now been actioned.

Signature.....

4.6 Footpaths and trees; 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); in the absence of Cllr Alexander, nothing further to report.

4.7 Highways and safety; the June playground equipment inspection report has been received from St Eds - no action required; in the absence of Cllr Harrison, nothing further to report.

4.8 Speedwatch; Cllr Robinson reported that he has been running this scheme; additional volunteers would be welcome.

4.9 Clerk. The clerk report was received and noted.

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

6.1 DC/16/0832/HH - Siting of shed/workshop at Whepstead Road, Hawstead IP29 5NS.

The Council considered the above application for retrospective planning permission; the applicant confirmed his intention to paint the outward facing wall dark green and noted that the planning authority had suggested an extension to the leylandii hedge. The Council unanimously agreed to **SUPPORT** the application subject to a request being made to the planning authority to reconsider whether the leylandii hedge extension is really necessary, given that this might be more visually intrusive than the view of the shed wall.

5. TO CONSIDER

5.1 Availability of funding for local capital projects; B Cllr Rushen confirmed that funds continue to be available via the Rural Initiative Grant. This non-renewable fund cannot be used for maintenance but is available for one-off capital expenditure. A suggestion for solar panels for the village hall roof has already been considered but rejected by the Hawstead Community Council. It was **AGREED** to consider any further suggestions from residents for capital projects which might benefit from this funding.

5.2 Invite MP to attend future PC meeting; it was **AGREED** to roll this item onto the next meeting for consideration.

5.3 Storage capacity of Hawstead PC email account. It was **AGREED** to increase the storage capacity of this email account (additional cost of £4.99pcm).

7. FINANCES

7.1 To receive and review the quarterly summary of finances to 31/06/16; received and noted.

7.2 To review the internal audit report for 2015-16 and approve the internal audit action plan; the SALC internal audit report was received and considered. The internal audit action plan was **APPROVED**.

7.3 To consider and approve reserves policy; received, considered and **APPROVED**.

7.4 To receive and review the bi-monthly financial summary for May-June 2016; received and **APPROVED**.

7.5 To approve cheques to be issued. The following cheques were **APPROVED**.

Payee	Detail	Cheque number	net	VAT	Total
Ricoh UK Ltd	245	118.46	23.69	142.15	Ricoh UK Ltd
ICO	246	35.00		35.00	ICO
C Hibbert wages	247	720.00		720.00	C Hibbert wages
C Hibbert expenses	248	82.11		82.11	C Hibbert expenses
J West expenses	249	9.57		9.57	J West expenses

Signature.....

10. VICE CHAIRMAN'S SUMMARY

The Vice Chairman noted that further consideration should be given to (i) a request to take soundings from residents as to maintenance arrangements on the Green; and (ii) any feedback received regarding proposed capital projects which might attract RIGS grant funding.

10. CORRESPONDENCE.

The following items was received and noted:-

RPA correspondence re BFP agreement amendment and response

Monthly playground inspection report for June 2016

Confirmation of revised byelaws

Correspondence from BT Openreach

The Councillor

Correspondence from resident about flooding issue on corner of Green at Bells Lane

9. DATE OF NEXT MEETING

Thursday 15th September at 7.30pm.

The meeting closed at 8.25pm.

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

SNT report

Clerk report

Bi-monthly financial summary

Quarterly financial summary

Signature.....