

## Hawstead Parish Council - Clerk report

**16<sup>th</sup> March 2017**

The aim of this report is to update the Parish Councillors on:-

- correspondence received, sent and circulated since the last meeting
- Training attended since the last meeting
- Clerks' activity since March 2017

### **CORRESPONDENCE –**

Indication is given where an item has already been circulated by email and/ or is under consideration at this meeting and /or has been circulated for this meeting. Please feel free to request copies of anything you have not already received.

Date	Item	Action	Email circulation	Agenda item	Circulated with agenda
13.01.17	St Eds quote for mowing 17 18	To CC 22.02.17		5.4	yes
Jan 2017	UK Power networks priority services register info	To JC/AP for HJ/website 22.02.17; registration leaflets to hall 16.03.17		9	
17.01.17	St Eds – offer from mayor to attend village events/PC mtg				
23.01.17	Nitrate pollution prevention regs 2015 notice		To CC 30.01.17; advised already in NPZ; no action required		
24.01.17	Acknowledgment of precept application				
24.01.17	Request for contact info from Matthew Hancock's office	Supplied 20.02.17			
25.01.17	Road closure notice re Bury Road 25-29/Jan for water main		25.01.17		
25.01.17 & 26.01.17	Email correspondence from resident regarding lack of road works whilst road closure order in place	26.01.17 – forwarded SCC engineer contact details to resident			
26.01.17	Acknowledgment of Suffolk Waste and Minerals plan response				
2.2.17 and 23.2.17	Road closure notification re Bull Lane	To AP for website 20.07.17. To village distribution list 20.07.17	20.02.17		
30.01.17	St Eds weekly planning list		n/a Hawstead		
30.01.17	BPS claim statement For 2016	(money received Dec 16)	To CC to note 20.02.17		
31.01.17	Air Ambulance letter		22.02.17	9	

01.02.17	Letter from All Saints re Millenium Field wedding	Acknowledged 22.02.17; chased AD for reply to Council letter dated 19.01.17		4.10	yes
03.02.17	St Eds weekly planning list		Approval of DC/16/2787 – Old Rectory		
07.02.17	Email complaint re state of Bells Lane	Checked back on file to similar complaint last year; referred to Council and to SCC; renewed report to Council requesting action Feb/Mar 17		4.7	yes
08.02.17	SALC area meeting dates		20.02.17		
	Application re DC/17/0185/HH and DC/17/0186/LB re Cooks Farmhouse;	Extension of consultation time agreed until 17.02.17	20.02.17	6.1	yes
09.02.17	Parish forum print out		20.02.17		
09.02.17	Planning for all conference flier for 2/3/17		20.02.17	4.9	
10.02.17	HCC meeting notes		10.02.17		
10.02.17	Lawshall Neighbourhood plan consultation launched and will close 31/3/17		20.02.17	9	
13.02.17	PoliceCC public meeting dates for 2017		20.02.17		
13.02.17	Query re adequacy of pothole repair service from local PCs		To MH 20.02.17		
15.02.17	Highway matters newsletter		To MH 20.02.17		
10.02.17	St Eds weekly planning list		Application re DC/17/0185/HH and DC/17/0186/LB re Cooks Farmhouse; Notification of approval of permission DC/16/2787/HH re Old Rectory	6.1	
20.02.17	Avian flu update	Cc to AP/JC for HJ/website	20.02.17		
17.02.17	St Eds weekly planning list		n/a Hawstead		
17.02.17	Letter from AD regarding Millennium Field	Requested further clarification 22.02.17		4.10	yes
22.02.17	Confirmation of new Havebury system to support tenants				
23.02.17	Letter from AD re Millenium Field			4.10	yes

23.02.17	SALC info re transparency code				
27.02.17	St Eds weekly planning list		n/a Hawstead		
24.02.17	Boundary change commission – publication of comments made on initial proposals; further consultation on comments	No direct impact on Hawstead – no comments made relevant to Hawstead			
24.02.17	Pub is the hub event on 20.03.17				
27.02.17	Bury town centre masterplan launch		07.03.17		
28.02.17	SALC area meeting details		07.03.17		
28.02.17	HA letter re roadworks on Bull Lane	To AP for website 06.03.17			
02.03.17	History Recorder report	AP circulated			
03.03.17	LAIS re Housing White Paper				
03.03.17	Confirmation of s137 appropriate sum for 17/18				
03.03.17	Surviving winter flier	To AP/JC for HJ/website 06.03.17			
05.03.17	Extract from BFP re HGVs on country roads from those opposed to new Suffolk Waste hub				
06.03.17	St Eds weekly planning list w/c 24/2/17		n/a Hawstead		
06.03.17	Planning consultation DC/17/0374/FUL for extension to existing agricultural storage building at Church Farm		06.03.17	6.2	yes
06.03.17	Better broadband flier	To AP/JC for website/HJ; poster to hall 07.03.17			
10.03.17	BFP application for 17 18				

## TRAINING

Cllr Barham attended Planning for All Conference 2 March 2017

## CLERK'S ACTIVITY February-March 2017

Date	Activity	Time
	Prepare for and minute PC meeting dated 19 Jan	
	Amin associated with change in bank provider; research on VAS; correspondence on wedding; Bells Lane;	
	Email correspondence, finance and admin;	
	<b>TOTAL</b>	<b>40.00</b>