

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 21st September 2017.**

Present: Cllrs John West (Chairman), Henry Brewis, Ros Alexander, Penny Barham and Clive Robinson and Christabel Carr. Catherine Hibbert (Clerk). 6 members of the public.

Apologies: Cllr Michael Harrison.

The filming statement was taken as read and the meeting opened at 7.30pm.

1. APOLOGIES FOR ABSENCE

Noted.

2. PUBLIC FORUM

The following matters were raised during public forum:

- The emergency plan needs updating. Geraldine West offered to take this on, for which many thanks;
- Community Heartbeat (supplier of village hall defibrillator) has information on grant funding which could be available for the provision of any second defibrillator in the village.

3. DECLARATION OF INTERESTS

None.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 6TH JULY 2017

The minutes from the Parish Council meeting dated 6th July 2017 were **APPROVED** and signed as a true and accurate record.

5. REPORTS

5.1 County Council; C Cllr Soons presented her report, a copy of which will be uploaded onto the website. Discussion followed about recent highways reorganisation - community wardens responsible for specific areas will all be based in a single central hub accessible via the online reporting system/ telephone (0345 6066171). C Cllr Soons urged residents to engage with the forthcoming home/school transport consultation which will run this autumn.

5.2 Police; the current SNT report was noted – a copy will be uploaded onto the website.

5.3 Communications; Cllr Brewis reported that; (i) he was aware of current local difficulties with BT service caused by lightning damage; and (ii) ongoing delay in residents being attached to either of the new Broadband boxes at Pinford End/the Green. Matthew Hancock MP's office is aware of this delay and is lobbying for progress.

5.4 Greens; Cllr Carr reported she had prepared the application for the successor Countryside Stewardship agreement on the basis of permanent grassland with low inputs, noting that; (i) the Green no longer qualifies for the higher level stewardship scheme, as it is too small. The application will be for the mid-tier scheme attracting less grant than previously; (ii) the scheme is competitive, ie there is no guarantee that the application will be successful, but following meetings with the ADAS advisers over the summer, it is considered that the draft application is as good as it can be; (iii) new rules effectively exclude incorporating the Hawstead Brook parcel in the agreement area as too large a proportion of it is unsuitable for grazing/hay; (iv) the application includes two capital items (tree work). The application and more restrictive revised scheme rules were discussed in detail and it was **UNANIMOUSLY AGREED** that the application should be submitted as drafted. It was noted the Green might benefit from being harrowed and that, in the future, measures should be taken to remove the cut hay from the area behind the bus shelter.

5.5 Footpaths and trees; It was noted that; (i) the footpaths are currently in reasonable condition – thanks to Mr and Mrs Barham for their efforts in this regard.

Signature.....

5.6 Trees: it was noted that a hazel on the Green near the village hall needs attention;

5.7 Highways and safety; in the absence of Cllr Harrison, nothing to report. Clerk to follow up on condition of Bells Lane as previously reported to SCC;

5.8 Speedwatch; Cllr Robinson reported on recent Speedwatch activity. More sessions to be organised;

5.9 Clerk; The Clerk report was received and noted.

6. TO CONSIDER

6.1 Clay pigeon shooting; the meeting heard that following residents concern about nuisance noise caused by clay pigeon shooting, this matter has now been successfully resolved through discussion.

6.2 Request for permission to remove tree near the Pound; the meeting discussed a resident's request to the SCC for permission to remove a tree on highway land to improve safety. Following discussion, it was unanimously **AGREED** that the Council would support this request.

6.3 Insurance; the meeting considered various quotes (CAS -£345.26, AON - no longer insuring Parish Councils and Came and Co £294.74) the structure of the cover and the level of service and flexibility and concluded that the **CAS quote would be accepted** (three year commitment at £328 pa). It was noted that the phone box would need to be added to the asset register during the course of the year.

6.4 TVAS (Temporary Vehicle Activated Sign) consultation responses; Cllr Barham reported that a letter of consultation had been delivered to all nearby residents asking for any comments on the proposed locations for the TVAS signs. Only one response was received requesting signage on the section of road where cars enter the village from Nowton at speed. Following discussion it was noted that the SCC criteria do not allow such signage on bends, near driveways, away from suitable parking which effectively ruled out this alternative proposed location. It was agreed to approach the Council with the existing locations as described in the consultation letter, noting that SCC would only authorise one sign in each direction.

6.5 BT Phone box Pinford End- working party update; it was noted that Cllr Brewis, Doc and Flo Lacey and Geraldine West would form a working party to explore possible uses of the phone box; Clerk to progress adoption of the box on the basis that maintenance of the power supply would be required;

6.6 Email re trees at Brook Green and any tree work quotes available; correspondence has been received requesting tree work in the Brook Green area. The tree warden has been in touch with residents affected, for which many thanks, and will consider and report on any necessary work required. The possibility of a winter work party to clear overgrowth in this area was also discussed.

6.7 Memorial proposals. The meeting discussed the acquisition of an item of use for all residents, which could be dedicated to the memory of Angela Rushen. It was agreed that Councillor West and the clerk would explore the possibility of a boundary marker/milestone/information board and report to the next meeting.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

It was noted that case DC/17/1190/AG1 referred to in the public forum on 6 July 2017 (for confirmation that a proposal for a 12x18m storage barn falls within the general permitted development order and benefits from deemed planning permission) had been withdrawn.

8. FINANCES

8.1 To receive and review the bi-monthly financial summary for July-August 2017; noted and **APPROVED**.

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

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
OSS	9	45		45

Signature.....

Community Heartbeat – defibrillator pads plus carriage	10	73	14.60	87.60
SALC – finance guide	7	4.65	.28	
Ricoh - printing	11	87.50	17.50	105.00
Macmillan Coffee morning	14	150		150
Clerk wages	8	720		720
Clerk expenses	13			88
BDO – ext audit	12	100	20	120

8.3 External audit report; received and noted since agenda issued – no issues raised.

8.4 Bank account: the CAF Bank accounts have been closed. All business to be conducted via the Lloyds account.

9. CHAIRMAN’S SUMMARY: The Chairman thanked those present for their contributions and noted the recent sad loss of Father Geoffrey Smith.

10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received and noted:-

10.1 Playground equipment operational inspection for August 2017 – no issues;

10.2 Email re use of Green dated 5/8/17.

11. DATE OF NEXT MEETING

Thursday 16th November 2017 at 7.30pm

The meeting closed at 8.40 pm.

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

CC report

SNT report

Clerk report

Bi-monthly financial summary

Signature.....