

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 6th July 2017.**

Present: Cllrs John West (Chairman), Henry Brewis, Ros Alexander, Michael Harrison and Christabel Carr. Catherine Hibbert (Clerk). 8 members of the public.

Apologies: Cllrs Penny Barham and Clive Robinson.

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:-

Query regarding application to St Eds for confirmation that a proposal for 12x18m storage barn falls within general permitted development order and benefits from deemed planning permission. It was noted that the PC had not been consulted in relation to these proposals; enquiries to be made with case officer as to status of this procedure;

New guard rail on Bells Lane Bridge appears to be cracked; bridge towards Lawshall appears unsafe;

Insufficient passing places to accommodate large farm machinery on roads at this time of year; Request for white village gates to be painted in a fluorescent colour to aid visibility;

A grit bin appears to have been damaged by machinery; suggestion that stakes are used to minimise damage;

Area by Bells Lane needs clearing – Cllr Carr to discuss with neighbours;

Section of Bury Road between the Green and the Pound is very potholed; Cllr Harrison agreed to report to SCC. The meeting noted the merits of using the SCC online reporting system – priority given to those works in relation to which more than one report has been logged.

3. DECLARATION OF INTERESTS

Cllr Carr reported an interest in item 6.7 (suggestion for memorial from Mr Carr).

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 18TH MAY 2017

The minutes from the Parish Council meeting dated 18th May 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 the slow progress on anticipated local Broadband upgrades and C Cllr Soons urged residents to pursue this matter with Matthew Hancock MP where appropriate.

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

5.3 Communications; Cllr Brewis reported on the installation of the new BT Openreach box on the Green – yet to be connected; he confirmed that he would contact Mr Hancock MP as regards the rate of progress and report to residents as and when there is positive news.

5.4 Greens; Cllr Carr reported that; (i) the footbridge has now been installed; (ii) the Green has been cut – thanks to Mr Duchesne for cutting and to Susanne White for assisting her with a ragwort pull before the hay cut; (iii) thanks to Glynne for clearing an area of the Green after topping; (iv) an advice session with ADAS has been organised in preparation for the new Countryside Stewardship Agreement following the expiry of the existing ten year agreement. The possibility of inviting the Suffolk Wildlife Trust to review management of the Green under the existing scheme prior to submission of the new application was discussed and generally supported.

Signature.....

5.5 Footpaths and trees; It was noted that; (i) the footpaths are currently in reasonable condition – thanks to Mr and Mrs Barham for clearing the Cranks footpath.

5.6 Trees: Mr Carr, tree warden, reported that he was putting together a schedule of necessary tree works;

5.7 Highways and safety; Cllr Harrison reported that; (i) the roads are in reasonable condition; (ii) an ad will be placed in the Hawstead Journal to highlight the new CC online pothole reporting service; (iii) the defective toprail of the footbridge on Bells Lane has been reported to the CC, but its repair is not considered to be a priority by the CC.

5.8 Speedwatch; In Cllr Robinson's absence, it was noted the white gates at the boundary of the village have been cleaned. It was generally agreed that it would be good to encourage more Speedwatch sessions.

5.9 Clerk; The Clerk report was received and noted.

6. TO CONSIDER

6.1 BT Openreach wayleave agreement; the meeting heard that the new fibre box has now been installed on the Green; BT Openreach confirmed that the only viable location was the edge of the Green near Bells Lane (rather than the previously agreed village hall location), the agreed wayleave fee received and a new wayleave agreement had been issued for signature. The meeting reviewed the terms of the new wayleave agreement and **AGREED**, subject to correction of the, to sign and return the new agreement.

6.2 Grant application re Macmillan coffee morning event; the application was considered and it was **AGREED** that a grant of £150 should be made under section 137 LA 1972 as this cause is of potential benefit to all residents.

6.3 TVAS scheme – local consultation; the meeting reviewed and approved the draft consultation letter to residents seeking comments on the four potential signage locations for the TVAS scheme. This exercise needs to be completed prior to an application to SCC to join this scheme.

6.4 Natural England request for environmental monitoring of wildflower rich grasslands; Request considered and **APPROVED**.

6.5 ICO data renewal; APPROVED. Forthcoming changes to data protection legislation (which may impact on email distribution list data) were noted.

6.6 BT Phone box Pinford End- working party update; Cllr Brewis reported that he had surveyed residents about the phone box; suggestions for future use include information point for walkers/ book exchange/ defibrillator. He would set up a working group to look into the matter further. It was **AGREED** that the clerk would contact Rede PC as regards a similar project in their area.

6.7 Memorial proposal.

The meeting discussed the possibility of dedicating some kind of memorial to Mrs A Rushen and various ideas were discussed. It was noted that Parish Councils have no direct power to provide memorials, but would be able to dedicate an item provided for the benefit of residents where appropriate. Various suggestions were considered including stone work, tree planting and an information board.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

Nothing to report.

8. FINANCES

8.1 To receive and review the quarterly summary of finances to 30/06/17; provisional summary noted; final copy to be circulated after meeting upon receipt of bank statements.

8.2 To receive and review the bi-monthly financial summary for May-June 2017; provisional summary noted; final copy to be circulated after meeting upon receipt of bank statements.

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

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
SALC – internal	1	135.00	27.00	162.00

Signature.....

audit report fee				
ICO	2	35	0	35
Catherine Hibbert - wages	3			720
Catherine Hibbert - expenses	4	126.36	6.30	132.66
Lawshall Pre school	6	1000		1000
Catherine Hibbert – 1and 1 fee	5	14.97	2.99	17.96

8.4 To receive internal audit report; received and noted. The meeting heard that the various recommendations were in hand; namely – insurance cover had been updated; internal controls checks in use already; amendment to format of annual return recommended. The clerk was requested to circulate details of the amount of cash held from year to year.

8.5 To approve amendment to Annual Return for 17/18. Amendment to format as per internal audit report was **APPROVED** and initialled by the Chairman and clerk.

9. CHAIRMAN'S SUMMARY: The Chairman thanked those present for their contributions.

10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received and noted:-

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

10.2 Preparing for the general data protection regulation circular.

11. DATE OF NEXT MEETING

REVISED DATE Thursday 21 September 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
Quarterly summary of finance

Signature.....