

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 14th December 2017.**

Present: Cllrs John West (Chairman), Penny Barham, Michael Harrison, Clive Robinson and Christabel Carr. Catherine Hibbert (Clerk). Mr Carr (tree warden).

Apologies: Cllrs, Henry Brewis and Ros Alexander.

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

1. APOLOGIES FOR ABSENCE

Noted.

2. PUBLIC FORUM

No matters raised.

3. DECLARATION OF INTERESTS

None.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 16th November 2017

The minutes from the Parish Council meeting dated 16th November 2017 were **APPROVED** and signed as a true and accurate record.

5. TO CONSIDER

5.1 Tree work; The meeting reviewed a schedule of tree work drawn up by Mr Carr (tree warden) in four locations in the village, namely Brook Green, the Green, Bull Green and Millennium Field. The bulk of the work is required on safety grounds to address trees affected by ash/elm disease and should be completed by end of February 2018 before the nesting season. Quotes have been obtained from three suppliers (S Bradnam total £3,960 plus VAT; Springhall Tree Care total £6,420 – no VAT- exc road closure costs; Drew Leeper partial quote only as unable to undertake full job). It was **AGREED** that as the work is necessary on safety grounds it should be undertaken this season using the reserved funds set aside for this purpose. Efforts will be made to source a third complete quote by end December and, subject to that, the S Bradnam tender to be accepted. Councillors and residents to be invited to walk site with Mr Carr before Christmas to review proposed works.

6. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

6.1 Application DC/17/2526/LB and DC/17/2525/HH for single storey link extension, alterations to garage and outbuilding to form habitable space and new porch at Horsecroft Road, Hawstead. The meeting reviewed the application documentation and the proposals with particular consideration given to listed building status. **UNANIMOUS SUPPORT.**

6.2 Application DC/17/2441/CLE for lawful development certificate for existing use of building as a separate dwelling relating to the Pavilion, Church Road. The meeting reviewed the application and supporting documentation. The Council resolved that; (i) it was **unable to form any view** on the information available to it as to whether the pavilion had been in occupation as a separate dwelling for the requisite statutory period; and (ii) the planning authority should be advised to seek corroborative time-linked evidence from the applicant ie utility bills/ invoices etc.

Discussion followed about the role of the Council in relation to other local property in occupation without the benefit of planning permission.

7. FINANCES

7.1 To approve cheques to be issued. The following cheques were **APPROVED** by majority.

Signature.....

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
SALC - training	23	75	15	90
SALC - payroll	24	18	3.6	21.60
Ricoh - printing	22	140.87	28.17	169.04
C Hibbert - honoraria	25	150	-	150
B Monk – emergency generator sundries	21	26.16	-	26.16

8. DATE OF NEXT MEETING

Thursday 18th January 2018 at 7.30pm.

The meeting closed at 8.30 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

Tree works schedule for 2017/2018

Signature.....