

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON 19<sup>th</sup> July 2018.**

**Present:** Cllrs J West (Chairman), P Barham, M Harrison, H Brewis, C Robinson and C Carr.  
C Hibbert (Clerk). 10 members of the public.  
**Apologies:** Cllr R Alexander.

The filming statement was read out.

**1. APOLOGIES FOR ABSENCE**

Noted and accepted.

**2. PUBLIC FORUM**

The following matters were raised during public forum:-

-Request for grit bin at junction of Church Road/Bury Road to be moved to improve highway visibility;

-comment that industrial-style barriers on property near Church Road are an eyesore;

-inadequacy of current parking arrangements for properties on Whepstead Road and request that the Council consider a formal review (possibly led by external consultant) of options which might address this issue. Discussion covered the likelihood, if any, of financial support from other sources and the role of the landowner, Havebury. It was agreed to add this item to the agenda for the next meeting.

**3. DECLARATION OF INTERESTS**

Cllr Carr declared an interest in item 7.1 to the extent she uses the existing horse riding facilities at this property;

C Cllr West declared an interest in item 6.10 to the extent he is a trustee (and former treasurer) of the Hawstead Community Council.

**4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 17<sup>th</sup> MAY 2018.**

The minutes from the Parish Council meeting dated 17th May 2018 were **APPROVED** and signed as a true and accurate record.

**5. REPORTS**

**5.1 County Council;** reports from C Cllr K Soons were received and will be uploaded onto the website. C Cllr Soons requested that details of any unresolved pothole repair reports should be forwarded to her.

**5.2 Borough Council;** a report from B Cllr Mike Chester was received and will be uploaded onto the website. He noted the potential availability of locality grant for a new defibrillator in the phone box at Pinford End and urged residents to respond to the consultation at [www.westsuffolk.gov.uk/Council/civicleadership](http://www.westsuffolk.gov.uk/Council/civicleadership) which will be used to determine whether a mayor or civic leader will be appointed to lead the new West Suffolk District Authority.

**5.3 Police;** a report from the police was received and will be uploaded onto the website.

**5.4 Communications;** it was reported that; (i) there are two email lists now in operation, namely; (a) the PC list which is GDPR compliant which will be used to circulate information relating to the Council, including minutes and agendas etc; and (b) a separate village list run by volunteers to circulate general village news; (ii) discussions are continuing with the Church and engineers to ascertain the viability in principle of installing 5G broadband equipment on the Church to improve local broadband service.

**7. Planning applications, appeals and notifications (taken out of turn)**

**7.1 Planning application DC/18/1189/FUL for 1x all weather horse menage at Park House, The Pound Hawstead IP29 5NL;**

The application was received, considered and unanimously **SUPPORTED**. It was noted that the proposals did not include any floodlighting.

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**7.2 Application for listed building consent DC/18/1068/LB and planning application DC/18/1067/HH for single storey rear extension including internal remodelling, replacement fenestration, installation of timber cladding, rooflight, removal of front porch and SVP pipe and chimney flue and provision of cart lodge at Hammonds Barn, Bull Lane;** the applicant described the proposals which were then considered by the Council and unanimously **SUPPORTED**.

### **7.3 Notifications.**

It was reported that the premises, in relation to which a certificate of lawfulness application for use as a dwelling had been rejected by the planning authority earlier in 2018, continued to be used as a dwelling. It was **AGREED** by majority that the B Cllr would be invited to investigate this matter further.

**5.5 Greens;** it was reported that; (i) quotes for footpath signage to highlight the Hawstead Brook path and been received (Signmaker £599 inc VAT, Fitzpatrick £801.60 inc VAT and Acorn £470). It was **AGREED** that the Acorn workshop quote - £470 no VAT for two posts-should be accepted. Consideration to be given to providing an additional lower level waymarker; (ii) a Natural England botanical survey of the Green had been undertaken in May which highlighted two distinct areas of biodiversity– written report to be circulated when received; (iii) a working party met to clear the cut long grass lying behind bus stop to minimise fire risk. It was noted that the current contractor does not have equipment to remove such cut grass and it was **AGREED** that consideration would be given to introducing a late annual cut going forward to minimise the volume of grass in the following year. Many thanks to all those who helped with the working party.

**5.6 Footpaths and trees;** it was reported that; (i) the footpaths are clear; (ii) nothing to report on trees.

**5.7 Highways and safety;** nothing of significance to report.

**5.8 Speedwatch;** it was reported that Speedwatch sessions were continuing. The TVAS apparatus will be installed shortly by SCC. It was noted that Speedwatch activity must be operated from specific locations which have been safety-approved by the police.

**5.9 Clerk;** The clerk report was received and noted. An update note on GDPR activity was received and noted.

## **6. TO CONSIDER**

**6.1 ICO renewal;** £40 – **APPROVED**.

**6.2 SWT membership renewal;** £38 – **APPROVED**.

**6.3 Ward Boundary consultation;** the draft proposal to include Hawstead within the Horringer ward under the new arrangements was **UNANIMOUSLY ACCEPTED**.

**6.4 Information Board/tree proposal;** It was noted that the first draft of the information board design is awaited – details to the next meeting. Thanks to all those involved in progressing this project. The meeting agreed that consideration should be given to placing a memorial tree on the wide verge at the back of the Green with a suitable raised guard/dedication plaque – further details to the next meeting.

**6.5 Proposal for regular village working party;** this proposal was discussed and generally **SUPPORTED**, providing volunteers can be found to lead and participate. It was **AGREED** that the fete could be used to publicise this initiative.

**6.6 Pinford End phone box proposal;** it was reported that the phone box has been cleaned and repainted, for which many thanks. It was **AGREED** in principle that it should be used for a defibrillator and book exchange, subject to sourcing suitable funding. Costings for defibrillator to be considered at the next meeting.

**6.7 Parking on Green;** it was reported that an individual has been driving and parking on the Green without permission in order to access a field which has been let to him. In bad weather this activity is likely to damage the surface of the Green. Verbal requests to desist have been ignored. It was **AGREED** that this matter should be discussed with the owner of the field in an attempt to resolve.

**6.8 War memorial proposal;** the meeting considered the suggestion by a resident for a war memorial for the Green. Whilst there was support for commemorating those involved in the

Great War, it was noted that the Council has no power to commit funds to the acquisition of such a memorial. Funding aside, as landowner of the Green, the Council's permission would be required. Reservations were expressed about this particular design both aesthetically and from a safety perspective; wider concerns were expressed about how the community as a whole would respond to use of a public space for a design which might not be to everyone's taste. It was generally agreed not to proceed with the current proposal.

**6.9 Repairs to village hall car park low fencing;** a quote for £230.40 had been received from Mr D Dawson. It was not possible to source any alternative quotes. It was **AGREED** that this quote should be **ACCEPTED**.

**6.10 Two x grant applications;** an application under s137 LA1972 was received in relation to the annual Macmillan Coffee Morning for £150. Unanimously **AGREED**. An application for 50% of the cost of refurbishment of the village hall (boiler, painting, oak quadrant). The total contribution requested from the Council would be £6-7k. Various points were discussed including; (i) the precept of Council is £7k for 18/19; no provision had been made in the budget for this year for this kind of expense; (ii) whether the refurbishment works could be phased over several years; (iii) whether some redecoration could be undertaken by volunteers rather than professionals; (iv) whether the total cost was justified given that the village hall has not generated sufficient money to cover its own costs; (v) the possibility of fundraising initiatives. It was **AGREED** that the Council should support HCC and the village hall but that that it could not provide the whole amount requested. In the first instance it was **AGREED** to pay £2000 towards the boiler replacement works. Discussion followed about proposals for new outside storage; the location of such storage was **AGREED**, noting that the boiler flue outlet might need to be moved.

**6.11 Future projects for village;** A schedule of projects was received, but due to lack of time it was agreed that; (i) this should be considered at the next meeting; (ii) in the meantime a small working party formed of Councillors and the editors of the Hawstead Journal should meet to review ways in which this much appreciated village asset could be continued in a sustainable way.

## **8. FINANCES**

**8.1. To receive and review the quarterly summary of finances to 30/06/18;** received and **APPROVED**.

**8.2 To receive the SALC as internal audit report for 2017/18;** received, considered and **APPROVED**.

**8.3 To receive and review the bi-monthly financial summary for May-June 2018;** noted and **APPROVED**.

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

<b>Detail</b>	<b>Cheque no</b>	<b>Net (of VAT)</b>	<b>Vat</b>	<b>TOTAL</b>
ICO	47	40		£40
C Hibbert - wage	48	720		£720
Salc - audit	49	142	28.40	170.40
C Hibbert 1 and 1	50	14.97	2.99	£17.96
Ricoh	51	99.62	19.92	£119.54
C Hibbert - exp	52	151.08	6	£157.08
SWT	53	38		£38
Jim Woodward – soil report TBC		£20		£20

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**9. CHAIRMAN'S SUMMARY:** The Chairman thanked those present for their contributions. He urged Councillors to try and ensure regular attendance at meetings.

**10. CORRESPONDENCE AND CIRCULARS**

The following correspondence was received and noted:-

10.1 SALC bulletins regarding GDPR;

10.2 Monthly play area reports;

10.3 Information re PCOS.

**11. DATE OF NEXT MEETING**

**REVISED** meeting date Thursday 27th September 2018 at 7.30pm.

*The meeting closed at 10.00 pm.*

Distribution

All Cllrs

Email list

Website

Noticeboard

Documents before meeting

CC BC and police reports

Clerk report

Bi-monthly financial summary

Quarterly summary

GDPR note

Signature.....