

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 21st March 2019 at 7.30pm.**

Present: Cllrs J West (Chairman), M Harrison, C Robinson, R Alexander, P Barham and C Carr. C Hibbert (Clerk).

Four members of the public.

Apologies: Cllr H Brewis.

The filming statement was taken as read.

1. APOLOGIES FOR ABSENCE

Noted and accepted.

2. PUBLIC FORUM

The following matters were raised:-

-query as to the long term goals/objectives of the Council (reference to mission statement on website and recent/current projects, such as phone box/defibrillator). Suggestions for new projects are welcome;

- the poor condition of a listed building on Whepstead Road was highlighted and the Council was asked whether there was any action which could be taken to highlight this to the appropriate authorities.

3. DECLARATION OF INTERESTS

None.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 17th JANUARY 2019.

The minutes from the Parish Council meeting dated 17th January 2019 were **APPROVED** and signed as a true and accurate record.

5. REPORTS

5.1 County Council; in her absence, reports from C Cllr K Soons were received and will be uploaded onto the website;

5.2 Borough Council; in his absence, a report from B Cllr M Chester was received and will be uploaded onto the website;

5.3 Police; reports were received from the police safer neighbourhood team which will be uploaded onto the website. The meeting heard that more detailed local crime reporting is available on the 'NextDoor' site;

5.4 Communications; in the absence of HB, nothing to report;

5.5 Greens; it was reported that; (i) a successful greens working party had taken place in January to clear vegetation and install two new finger posts at Hawstead Brook; this was followed by a short ceremony to plant a tree in memory of Angela Rushen; (ii) quotes for Greens maintenance will be considered at item 6.7; (iii) consideration will be given to harrowing the Green in June 2019; (iv) quotes for waymarker signs will be considered at the May 2019 meeting; (v) surplus picnic tables, once renovated, will be moved to the Millennium Field/Hawstead Brook; (vi) an individual continues to cause vehicular damage to the Green behind the bus shelter. It was **AGREED** that this matter would be raised again with relevant landowners.

5.6 Footpaths and trees; it was reported that the footpaths are clear; there is a problem with dog waste on the path by the Church; it was **AGREED** that; (i) available dog fouling signage should be installed; (ii) an email should be sent via the village email list reminding dog owners to act responsibly. It was reported that there are no current issues regarding trees; two elms are yet to be planted at the bottom of the Green.

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5.7 Highways and safety; nothing to report; some potholes and signage remain in need of repair; the meeting heard that new thermal patching technology enables SCC to repair potholes more quickly.

5.8 Speedwatch; several sessions have taken place recently in the improving weather and cars have been captured speeding through the village. Police follow up any vehicle captured three times with a home visit.

5.9 Clerk. Report received and noted. The Council **CONFIRMED** its agreement to cover costs of the Cilca qualification for the clerk.

B Cllr M Chester joined the meeting.

The meeting heard that this was the last meeting of the Council at which B Cllr M Chester will be present given the forthcoming ward boundary changes; B Cllr Chester confirmed that (i) £500 locality budget had been allocated to Hawstead for purchase of a defibrillator, for which many thanks; (ii) he would investigate what enforcement action was ongoing, if any, in relation to the unauthorised use of property within the Parish which had been previously notified to him. The Chair thanked B Cllr Chester for his support to Hawstead during his term of office.

6 TO CONSIDER

6.1 Community Orchard proposal; a suggestion to establish a community orchard in the village was debated; the Council was supportive of this proposal in principle, subject to there being sufficient support in the community to facilitate the implementation and sustenance of this initiative. It was **AGREED** that expressions of support would be sought via an email appeal.

6.2 Review asset register; the asset register as at 31 March 2019 was reviewed and **APPROVED** subject to minor corrections.

6.3 Risk assessment report for 18/19; approve risk monitoring schedules for 2019/20; the risk monitoring report for 18/19 was received and considered; the risk monitoring regime for 19/20 was **APPROVED**.

6.4 Standing Orders and Financial Orders for 19/20; the draft Standing Orders and Financial Orders for 19/20 having been circulated previously were received and **APPROVED**.

6.5 Code of conduct for 2019/20; the Code of Conduct for 19/20 having been circulated prior to the meeting was received and **APPROVED**

6.6 HCC request to move printer; it was **AGREED** that the printer contract would be terminated and the Clerk should arrange for the collection of the printer.

6.7 Consider arrangements for greens maintenance summer 2019; the meeting heard that the mowing schedule had been revised; three quotes had been sought for summer 2019, but two contractors had declined to tender. The quote received from St Eds BC (existing contractor) dated 13 March 2019 in the sum of £1,386 plus VAT was unanimously **APPROVED**.

6.8 Churchyard maintenance; the meeting heard that SALC has advised that there is no legal power for any parish council to make a contribution towards the maintenance costs of an open churchyard. The Council expressed disappointment at this advice and agreed to keep this situation under review.

6.9 Phone box at Pinford End – defibrillator proposal; the proposal to install a defibrillator in the phone box at Pinford End was debated; the Council considered the cost, including allocated locality budget of £500; location; ease of accessibility and visibility and range of residents/visitors whom this equipment might benefit. It was unanimously **AGREED** that a defibrillator should be installed in the phone box. Quotes (£1,675 plus VAT inc delivery, training and cabinet exc fitting costs – CHT; Defibtech lifeline £1,199 plus VAT exc cabinet training, fitting) were received and the Community Heartbeat Trust model (£1,675 net) was **APPROVED** (BTs preferred supplier).

6.10 Election arrangements for May 2019; Elections will take place in May 2019; anyone wishing to stand (including existing Councillors) must (re-) apply using the prescribed nomination forms available from the Clerk/ St Eds BC. CR and MH confirmed they would not stand again. It was **AGREED** that notice of the election needed to be advertised locally to

encourage applicants to come forward. The Chair thanked CR and MH for their much valued contribution during their office as Parish Councillors.

6.11 Succession planning. JW confirmed his desire to give another Councillor the opportunity to chair the Council for the following term of office.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

7.1 Planning application DC19/0233/FUL for one dwelling with one detached garage and alterations to existing access from Church Road at land off Church Road; The Council considered this application including location, design, highway access arrangements, sustainability and waste arrangements. The Council unanimously resolved to **OBJECT** to the application on the grounds that; (i) the location is in open countryside and not in an infill plot/existing cluster (contrary to development plan policy); (ii) the development is unsustainable; (iii) the design is not in keeping with local style; (iv) the reed bed system alone is inadequate to deal with solid household waste; (v) the proposed exit onto Church Lane is unsafe; (vi) the proposals are not significantly different from previous iterations of this scheme, all of which have been refused. It was agreed to request that, if minded to grant permission, the planning authority should be asked to impose conditions requiring; (a) retention of the hedge, by way of screening; and (b) relocation of the house within the plot so that highway access can be moved to a safer location.

7.2 Planning application DC/19/0261/HH and listed building consent application DC/19/0262/LB for installation of external boiler to rear elevation (following removal of internal boiler) removal of external wall from window to wall plate level to form new glazed doorway (iii) internal alterations at April Cottage, The Pound The Council considered this application and unanimously agreed to **SUPPORT** the proposals subject to any reasonable requirements of the listed building adviser.

7.3 Appeals and Notifications.

The following notification had been received since the last meeting:

DC/18/2110/TPO works to fell trees subject to a Tree Preservation Order at Little Owl, The Pound, and Hawstead IP29 5NJ **refused** March 2019;

DC/18/1066/CLE Application for Lawful Development Certificate for Existing Use or Development - Continued use of building as residential dwelling (C3) at The Pavilion Church Road Hawstead Suffolk **refused** 18 Jan 2018.

8. FINANCES

8.1 To receive and approve the bi-monthly financial summary for January-February 2019; received and **APPROVED.**

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

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
CR – reimburse for litter pick equipt	85	64.07		64.07
SALC payroll	82	18		3.60
SALC training election	81	25	5.00	30.00
SALC Cilca course	83	200	40.00	240.00
Command Pest Control	87	370	74.00	444.00
C Hibbert – 1 & 1	84	59.97	11.99	71.96
C Hibbert – wage	88	768		768.00
C Hibbert - expenses	86	61.80		61.80

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8.3. To approve statement of internal controls and receive 18/19 report on internal controls; agree internal control monitoring procedures for 19/20. Received and APPROVED.

9. CHAIRMAN'S SUMMARY: The Chair highlighted; (i) the memorable tree planting ceremony in honour of Angela Rushen; (ii) the apparent increase in Council Tax, (attributable to fewer occupied houses in the village rather than any increase in precept); (iii) that all Councillors should give consideration to projects they might want to move forward in the next term of office.

10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received.

- 10.1 Correspondence confirming the need to re-register to remain on the Housing Register;
- 10.2 St Eds correspondence confirming election costs and procedures, dec of interest, timetables;
- 10.3 Play area inspection reports Feb/March and service level agreement for 2019;
- 10.4 Correspondence with SCC re TVAS schedule;
- 10.5 CAS membership renewal invitation;
- 10.6 Correspondence re Rural Network strategy dated 8 March 2019.

11. DATE OF NEXT MEETING

Thursday 16th May 2019 at 7.30pm to follow Annual Parish Meeting at 7pm.

The meeting closed at 9.30 pm.

Distribution
All Cllrs
Email list
Website
Noticeboard

Docs before the meeting
BC report
CC reports
Police report
Clerk report
Bi Monthly summary

Signature.....