

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON 14<sup>th</sup> NOVEMBER 2019 at 7.30pm.**

**Present:** Cllrs J West (Chairman), R Alexander (*in part*), P Baker (*in part*), C Carr, P Barham, H Brewis and G Rushen. C Hibbert (Clerk).  
C Cllr K Soons. Four members of the public.

**Apologies:** n/a

The filming statement was taken as read.

**1. APOLOGIES FOR ABSENCE**

N/a.

**2. PUBLIC FORUM**

The following matters were raised in public forum;-

-A resident commented on the proposed development the subject of agenda item 7.2; he noted that there were other buildings on the site which might be more suitable for conversion into a dwelling.

*Cllr P Baker joined the meeting at 7.40pm.*

-A resident commented on the lack of adequate infrastructure within the village – particularly the lack of parking spaces in Whepstead Road.

**3. DECLARATION OF INTERESTS**

**3.1** No declarations of interest received;

**3.2** No dispensations granted in relation to any identified pecuniary interests.

**4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 30<sup>th</sup> SEPTEMBER 2019.**

The minutes from the Parish Council meeting dated 30<sup>th</sup> September 2019 were **APPROVED** and signed as a true and accurate record.

**5. REPORTS**

**5.1 County Council;** C Cllr Soons reported on; (i) recent efforts to support the retention of a bus service for Hawstead; SCC is exploring the possibility of splitting the current double decker bus route serving the east of the A134 so that it serves villages to the west including Hawstead; pricing and route accessibility for a double decker bus remain outstanding. An update as to the outcome of these discussions will be shared when available. The meeting noted the possibility of parish councils undertaking any tree work necessary to enable the double decker to pass along the lanes served by the route; upon challenge, C Cllr Soons suggested that any query as to how the SCC bus service cuts sat in relation to the Suffolk 'green county' aspirations should be referred to C Cllr Rout as SCC member for the environment and public protection; (ii) the new recycling centre; (iii) election helplines; (iv) the recent SCC cabinet reshuffle; (v) the recent meeting with Councillors and the community highway engineer in Hawstead to explore what safety improvements, if any, could be introduced at dangerous highway bends around the village. Unfortunately, none of the locations reviewed met the necessary thresholds required to trigger the introduction of SCC safety improvements; (v) the availability of further locality funding from April 2020 which could be used towards upgraded parking provision at Whepstead Road (or other). It was **AGREED** that the SCC reports would be uploaded onto the website.

**5.2 West Suffolk Council;** no report this month.

**5.3 Police;** the most recent police report will be uploaded onto the website.

**5.4 Communications;** nothing to report except that a defibrillator training session will be organised for early January 2020.

**5.5 Greens;** it was reported that the way marker posts have arrived for Hawstead Brook.

**5.6 Footpaths and trees;** nothing to report.

**5.7 Highways and safety;** the meeting noted that (i) in the absence of qualifying reported accidents, SCC will not introduce any safety measures at local accident hotspots. It was **AGREED** that the Council would seek to identify the criteria against which the Council judges whether to

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approved

introduce additional safety works; (ii) two grit bins having been destroyed, SCC has agreed but not yet delivered, at least one replacement bin; and (iii) the village gates having been damaged; it was **AGREED** that the volunteer group would be asked to repair these.

**5.8 Clerk.** Report received and noted.

**7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS (taken out of turn)**

**7.2 To consider whether to make representations in relation to DC/19/2063/P3QPA Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015- (i) Change of use of agricultural building to dwelling house (Class C3) to create 1no, dwelling (ii) associated operational development at Agricultural Barn Adjacent To Little Mead Whepstead Road Hawstead Suffolk;** the meeting heard that this proposal will automatically benefit from permitted development rights provided that certain statutory criteria are met; it is unknown whether the criteria have indeed been met; the Council is not a statutory consultee in relation to this procedure, but can choose to comment; It was **AGREED** that the Council should write to the relevant planning officer highlighting that there are unresolved planning enforcement issues relating to this property which in its view require resolution before any further planning permission is granted.

**7.1 To consider response to consultation on planning application DC/19/2049/HH - wall cladding to southwest and north-west elevations Location Asriel, Whepstead Road, Hawstead, Bury St Edmunds, Suffolk;** the application was considered and it was unanimously agreed to **SUPPORT** this application.

**7.3 Appeals and Notifications.**

None.

**8. FINANCES (taken out of turn)**

**8.1 To receive and approve the bi-monthly financial summary for September-October 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
West Suffolk Council – election exps	115	21.34		21.34
1 and 1 website	125	14.97	2.99	17.96
SALC training	116	120.00	24.00	144.00
HCC – room hire	117	10.00		10.00
GR – expenses *(issued 30.9.19)	114	90.90		90.90
C H wages	124	768.00		768.00
West Suffolk	118	1,386.00	277.20	1663.20
SALC payroll	119	18.00	3.60	21.60
Acorn Workshop	120	210.00		210.00
C Hibbert 1 and 1	123	59.97	11.99	71.96
C Hibbert - exps	122	137.81		137.81
JW - exps	121	19.05		19.05
<b>TOTAL</b>		<b>2,765.14</b>	<b>319.78</b>	<b>3,084.92</b>

**8.3 To receive quarterly summary of finance to 30 September 2019;** received and **APPROVED**.

**8.4 To approve budget for 20/21;** received and **APPROVED**, subject to maintaining budget for village maintenance at £800 pa.

**8.5 To approve precept request 20/21;** considered and **APPROVED** at £7,200.

**8.6 To approve amendment to reserves policy;** considered and **APPROVED**.

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## 6 TO CONSIDER

**6.1 Purchase of Christmas Tree;** it was **AGREED** that the Council would purchase a Xmas tree up to the value of £150.

**6.2 Action to be taken in response to annual play inspection report for swings;** it was **AGREED** that the volunteer group would address the minor repairs highlighted in the report.

**6.3 Setting up Hawstead PC Email account for use by Councillors;** it was **AGREED** that the Council would investigate extending the Hawstead PC email account for use by all Councillors.

**6.4 Any further response to Local Government Boundary Commission review**

<https://consultation.lgbce.org.uk/> it was **AGREED** that there were no comments to make for the time being.

*Cllr Alexander joined the meeting at 20.55.*

**6.5 Request to plant tree on green;** a request to plant a tree on the green in memory of a loved one had been received, together with recommendations from the tree warden. It was **AGREED** to invite the sponsorship of a tree in the proposed new community orchard.

**6.6 Request to share Speedwatch equipment with Lawshall PC;** it was **AGREED** on balance to decline this request, given the possible difficulties in keeping track of the equipment/ taking responsibility for damage.

**6.7 Response to bus service cuts;** the meeting discussed the withdrawal of the bus service to Hawstead following inadequate notice/consultation by SCC. The Council **APPROVED** the action taken by Councillors since the last meeting to engage with SCC/bus service operators and neighbouring PCs in an effort to secure some continuing bus service for the village; it was **AGREED** to write formally to SCC highlighting this Council's disappointment about the lack of effective consultation on this issue.

**6.8 Format and distribution of village survey;** the format of the village survey was **APPROVED** and it was **AGREED** to deliver and collect the response sheets in person/via the village hall (subject to agreement of village hall committee).

**6.9 Emergency plan update;** GR updated the meeting on his ongoing efforts, along with other residents, to update the existing emergency plan, check equipment is ready for use etc – progress has been made but there remains further work to be done.

**6.10 Whether the highway verges should be maintained so as to allow for easier pedestrian access around the village;** it was **AGREED** that CC would incorporate amendments into the mowing schedule for 2020 which would enable easier pedestrian access along the Green down to Maglio Rosso.

**6.11 Proposal to acquire lifebuoy for pond close to footpath adjacent to Church;** it was **AGREED** not to pursue this proposal.

**6.12 Parking situation in Whepstead Road;** it was **AGREED** that a working party would be established to investigate the creation of formal parking areas along Whepstead Road, following the recent site meeting with SCC (RA to lead, supported by PB, GR and JW). Further information required from the dropped kerb team and the SCC community self-help team.

**6.13 Application for funding for conservation report for historic monument in All Saints Church;** the meeting heard that advice from SALC is awaited as to whether the Council has any powers to support the PCC with this request should it choose to do so – roll over to next meeting.

**6.14 Honoraria for litter picking/website work.** It was **AGREED** that honoraria in the sum of £100 (vouchers) and £50 (vouchers) respectively should be presented to two volunteers in recognition of their tremendous support to the village through their efforts with litter picking and maintaining the PC website. Many thanks to these individuals.

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

## 10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received.

10.1 Website accessibility guidance;

10.2 Roadside Nature reserve;

10.3 WSC Affordable Housing Guidance;

10.4 Emails dated 8 and 10.10.19 re planning enforcement;

10.5 Email dated 16.10.19 re planning enforcement;

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10.6 West Suffolk strategic housing and economic land availability assessment;  
10.7 Letter of thanks re Macmillan Coffee morning donation.

**11. DATE OF NEXT MEETING**

Thursday 16<sup>th</sup> January 2020 at 7.30pm.

*The meeting closed at 9.05 pm.*

Distribution  
All Cllrs  
Email list  
Website  
Noticeboard

Docs before the meeting

CC reports  
Police report  
Clerk report  
Bi Monthly summary  
Financial summary to 30/9/19  
Budget for 20/21

Signature.....