

**HAWSTEAD PARISH COUNCIL MEETING
AT THE VILLAGE HALL
ON 10th March 2022 at 7.30pm.**

Present: Cllrs J West (Chairman), R Alexander, P Barham, C Carr, H Brewis and G Rushen.
C Hibbert (Clerk).
WSC Councillor N Wiseman; one member of the public.

Apologies: Cllr P Baker

The filming statement was taken as read. The meeting took a moment to reflect on unfolding events in Ukraine.

1. APOLOGIES FOR ABSENCE

Noted.

2. PUBLIC FORUM

2.1 Public participation.

No matters raised.

2.2 County Council. In her absence a copy of C Cllr K Soons report, will be uploaded onto the PC website. It was **AGREED** to formally thank KS for her support in helping to secure the bridge clearance work at Bells Lane.

2.3 West Suffolk Council. The meeting was pleased to welcome WS Cllr Nick Wiseman to his first meeting at Hawstead PC. NW introduced himself and outlined his path to WSC, via the armed forces, landscaping enterprises and SCC highways work - amongst other things. The Council looks forward to working with NW.

2.4 Police; a link to the most recent police report is available at <https://www.suffolk.police.uk/your-area/haverhill>.

3. DECLARATION OF INTERESTS

3.1 No declaration of interests was disclosed;

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

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 13th January 2022.

The minutes from the Parish Council meeting dated 13th January 2022 were **APPROVED** and signed as a true and accurate record of this meeting.

5. REPORTS

5.1 Communications; the meeting heard that HB continues to look into the availability of 5G; AB is hoping to refresh the website, for which thanks.

5.2 Greens; there has been a working party to clear the path by the footbridge on the Bells Lane Green; further work along Bells Lane was completed today; mole traps placed by the Council's contractor on the Green have been interfered with; a tree has fallen over the stream by the Old Rectory – the attached owl box needs re-siting. The meeting discussed the possibility of planting a tree on the Green to replace the recently-felled tree by the village hall- tree warden to advise.

5.3 Conservation; the meeting heard that RA hopes to make contact with the SWT seeking advice on flood prevention options along the Green (leaky dams); an article for Village Voice is planned; it was noted that there may be grant funds available for such work.

5.4 Footpaths; the meeting heard that KS has followed up on various footpath issues – action awaited by SCC.

5.5 Highways; the meeting heard that various road defects have been reported and await repair; it was **AGREED** that the Council should purchase road hazard signage to go on private land at Larks Corner with the landowners consent (£441.80 exc VAT and carriage). NW offered support with the installation, for which thanks.

5.6 Volunteering; the volunteer group is re-starting following the pandemic. Discussion followed about the possibility of installing a handrail/steps on the steep section of path leading down to the stream.

Signature.....

5.7 Clerk. The clerk report was received and **NOTED**.

6. TO CONSIDER

6.1 Review risk assessment; reviewed and **APPROVED**.

6.2 Review register of assets; Reviewed and **APPROVED** subject to the defunct scanner being written off and removed from the register.

6.3 Approve schedule of tree works for Hawstead and confirm appointment of contractor; A schedule of tree works was **APPROVED** and the contract was awarded to Stuart Bradnam (£1,370 exc vat) despite only one quote having been received on the basis that; (i) other contractors had been approached but had not submitted quotes; (ii) SB is a known to HPC; and (iii) there was an imperative to act quickly to complete works before the nesting season starts.

6.4 Review ongoing vehicular damage to greensward; it was noted that vehicular damage to the greensward continues to be caused by a tenant of a local resident; it was **AGREED** that the clerk would review the correspondence and draft a further letter to the residents.

6.5 Consider proposal to register unregistered paths in the locality; it was **AGREED** that a working party (CC/AP/PB) would review the identified unregistered paths and assess which, if any, meet the criteria to be put forward for registration. RA declared an interest in this item, to the extent one of the paths under consideration goes through her land.

6.6 Confirm participation in ANPR/TVAS trial; it was confirmed that the Council would participate in the SCC trial with GR as contact, for which thanks; during the trial speedwatch/ usual TVAS activity will be suspended.

6.7 Nomination for Festival of Suffolk Torch Bearer. Those present agreed to reflect on potential candidates.

7. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

7.1The meeting heard that the following planning decision had been issued since the last meeting; Householder planning application - single storey side extension (following demolition or existing extensions) - Cauldwell Whepstead Road Hawstead IP29 5NS

Ref. No: DC/21/2226/HH | Status: Application Granted | Case Type: Planning Application

8. FINANCE

8.1 To receive and approve the bi-monthly financial summary for January-February 2022; received and **APPROVED**.

8.2 To approve payments; the following payments were **APPROVED:-**

	Detail	Cheque no/online payment	Net (of VAT)	Vat
CH	1&1 website	59.97	11.99	71.96
SALC	payroll	19.00	3.80	22.80
CH	wage	865.20		865.20
Command Pest Control -	Mole control	390	78	468
CH	expenses	52.00		52.00

8.3 To review adequacy of internal audit arrangements and approve statement of internal controls; reviewed and **APPROVED**.

8.4 To appoint SALC as internal auditor for 21/22 APPROVED.

9. CHAIRMAN'S SUMMARY: The meeting heard that even though the Council has maintained the precept at the same level as the previous years, changes to the tax base mean there will be a slight increase in council tax for residents; a Jubilee lunch will be held on Sunday 5 June – the Council will consider making a donation to support this event in due course; consideration could be given to retaining felled timber from future tree work for use/purchase by villagers. JW would stand down as chairman at the next meeting.

10. CORRESPONDENCE AND CIRCULARS

The following correspondence was received;-

10.1 Play area reports for February and March 2022;

Signature.....

10.2 Strategic Pipeline info. It was **AGREED** that the clerk should monitor correspondence on this topic for consultation opportunities.

11. DATE OF NEXT MEETING

Thursday 12th May 2022 at 7.30pm to follow APM at 7pm.

The meeting closed at 8.35pm.

Distribution
All Cllrs
Email list
Website
Noticeboard

Docs before the meeting

CC reports
Clerk report
Bi Monthly
Asset register
internal controls
Risk review

Signature.....