

**HAWSTEAD PARISH COUNCIL MEETING
AT THE VILLAGE HALL
ON 14th September 2023 at 7.30pm.**

Present: Cllrs R Alexander (Chair), P Barham & J West. C Hibbert (Clerk).
Two members of the public.

Apologies: Cllrs P Baker, C Carr and H Brewis; SC Cllr K Soons.

The meeting started at 7.30pm.

The filming statement was taken as read.

1. TO RECEIVE APOLOGIES AND CONSIDER ANY APPLICATIONS FOR APPROVAL OF ABSENCE

Apologies from Cllrs P Baker, C Carr and H Brewis were received and **APPROVED**. Discussion followed about the importance of councillor attendance at scheduled meetings - wherever possible.

2. PUBLIC FORUM

2.1 Public participation

A member of the public raised the following points; (i) the traffic triangles at Whelstead Road/ Church Road need to be mown in order to maintain safe visibility for motorists; (ii) the bend at Larkfield Corner remains dangerous despite additional signage provided by the PC at its own expense; (iii) large vehicles are churning up the verge edges; (iv) cyclists travelling in packs are a road hazard; (v) SCC signage is not being cleared following road works; (vi) the bus shelter would benefit from a community noticeboard; (vii) The ditches at Whelstead Road are blocked and need clearance to prevent winter flooding; (viii) there are too many holiday lets in the village representing a drain on local services; (ix) there should be a PC winter maintenance plan for ditch clearance. It was noted that a number of these items fell within the remit of SCC.

2.2 County Council. A copy of C Cllr K Soons report was received in her absence and is available on the HPC website. The meeting heard that one councillor had written to her to ask for confirmation as to whether WSC proposes to; (i) introduce ULEZ style restrictions in BSE (air quality); and (ii) continue allowing WSC staff to work from home rather than in the recently constructed Western Way premises and - if so - the rationale for that.

2.3 West Suffolk Council. See report at item 2.2.

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 pecuniary interests were declared.

3.2 No dispensation applications were received.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 13th JULY 2023.

The minutes from the Parish Council meeting dated 13th July 2023 were **APPROVED** and signed as a true and accurate record of this meeting.

5. CONSERVATION

5.1 Greens: The meeting heard that the most recent cut was later than expected due to poor weather conditions/ constraints on contractor's availability. This would not affect the availability of DEFRA grant (there is a grant condition that the Green must not be cut earlier than a specified date; a later cut is not a problem).

5.2 Footpaths: The meeting heard that the footpaths are in good condition now that the vegetation is dying back.

5.3 Bird and bat boxes: The meeting discussed the bird boxes which are currently down; there was uncertainty as to whether these could be renovated and re-hung or whether new boxes would be advisable (£178 inc VAT and delivery for a new owl box – Barn Owl Trust). It was agreed to consult with the tree warden and bring a proposal to the next meeting.

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5.4 Trees on the Green: The meeting heard that; (i) a large tree is partially down at Hawstead Brook blocking the path and potentially creating a hazard for members of the public. It was **AGREED** to contact SB for advice/quote; (ii) With no admission as to ownership/ responsibility in relation to a large sycamore straddling the boundary of private residence and The Green, it was **AGREED** that SB should be invited to advise/quote for necessary maintenance work in order to inform a Council decision as to what (if any) action it should take in this regard; (iii) a resident has renewed discussions about a memorial tree for his father on the Green; it was **AGREED** to put the resident in contact with the tree warden for advice as to location/type and liaise with the family accordingly.

7.1 Co-option (taken out of turn)

The meeting received an application for co-option. Following discussion, the meeting **AGREED unanimously to APPROVE** the application from James Bulbrook who (subject to completion of formalities) will be formally appointed to the role of councillor at the next meeting.

6. REPORTS

6.1 Communications; in the absence of HB, the meeting heard that the new village WhatsApp group is working well.

6.2 Highways; the meeting heard that the Speedwatch team has held some sessions and has welcomed a new member of the team; further volunteers welcome. It was **AGREED** that the matters raised in public forum pertaining to highways will be forwarded to SC Cllr Soons for attention.

6.3 Volunteering: the meeting heard that the volunteer group – particular thanks to DD - had installed a wooden seat in the bus shelter and repaired the swings on the Green. Thanks to JW and all his team. Future projects may involve work on the Brook Green area to maintain accessibility.

6.4 Clerk. The clerk report was received and **NOTED**. It was noted that the clerk was due an appraisal.

7 TO CONSIDER

7.1 Co-option (to consider any application/ agree procedure where more than one application); see above.

7.2 Play area proposal. The volunteer team which had renovated the swings propose laying safety matting under the swings following the recommendations of the regular WSC play area inspection reports, if permitted - given the protected surface of the Green - and subject to cost . Quotes from Wicksteed had been sought (Approx £2k exc VAT supply and install; £356 plus VAT (supple materials only). It was **AGREED** to give this item further consideration at the next meeting.

7.3 Update to community emergency plan. PB/clerk **AGREED** to update the plan following the existing format and to re-circulate before the next meeting.

7.4 Website The meeting discussed the new website; it was **AGREED** that councillors should provide photos for use together with a bio and photograph. RA to provide wording on conservation; clerk to provide wording on powers and links to other useful bodies.

7.5 Training Clerk to circulate copy of the Good Councillors Guide and training schedule to all councillors.

8. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS

8.1 Planning notifications: The following notifications were received;-

(i) Appeal Ref APP/F3545/W/23/3316413 re Planning application- one dwelling at The Spinney Bury Road Hawstead Suffolk (Application DC/22/1564/FUL); following discussion it was by majority (2:1) **AGREED** that there were no further comments to add to the Council's original expression of support for this development proposal. One councillor commented that the way the appeal had been couched was problematic in a number of ways, including as to the planning history for the neighbouring property at Little Owl, the regularity of the bus service and provision for the protection of trees.

(ii) Appeal Ref: APP/23/0034/STAND/ APP/F3545/W/23/3315709 re Planning application - a. change of use of agricultural land to residential b. single storey dwelling for holiday let at Land Off Bull Lane Pinford End Hawstead (re application ref

DC/22/1224/FUL); following discussion it was **AGREED** to write to the Planning Inspectorate fully endorsing the WSC grounds for refusal in relation to the application.

8.2 DC/23/1303/HH Proposal Householder planning application - a. demolition of garden room, b. single storey rear extension, c. demolition and reconstruction of garage Location Cooks Farmhouse Lawshall Road Hawstead Suffolk IP29 5NR; the meeting considered this application, noting that none of the proposed development is visible from the public highway. It was unanimously **AGREED** to **SUPPORT** this proposal.

8.3 DC/23/1304/LB Proposal Application for listed buildings consent - a. removal garden room b.construction single storey rear extension oak framed garden room, c. demolition of existing garage, d. construction of replacement garage/storage building Location Cooks Farmhouse Lawshall Road Hawstead Suffolk IP29; the meeting considered this application, noting that none of the proposed development is visible from the public highway. It was unanimously **AGREED** to **SUPPORT** this proposal.

9. FINANCE

9.1 To receive and approve the bi-monthly financial summary for July-August 2023; received and **APPROVED**.

9.2 To approve payments; the following online payments were **APPROVED**:-

	Detail	Cheque no/online payment	Net (of VAT)	Vat	TOTAL
1	ICO	(already paid by DD)	35.00		35.00
2	CH- 1&1	online	59.97	11.99	71.96
3	Suffolk.Cloud	online	350.00		350.00
4	Community Heartbeat Trust – annual support	online	135.00	27.00	162.00
5	Community Heartbeat Trust - batteries	online	210.00	42.00	252.00
6	DD – bus shelter repair materials	online	26.13		26.13
7	CH wage	online	925.60		925.60
8	HMRC – tax on wage	online	14.60		14.60
9	WSC – election charge	online	81.91		81.91
10	Clear Insurance Management Ltd insurance	online	399.15		399.15

9.3 To note opening of Lloyds deposit account. NOTED.

10. CHAIRMAN'S SUMMARY: thanks to all.

11. CORRESPONDENCE AND CIRCULARS

The following correspondence was received:-

11.1 Play area reports for August/ September 2023;

11.2 Comparative Information on highways;

11.3 Notice of consultation under Reg 16 of the Neighbourhood Planning (General) Regulations 2012 (as amended) – the Lawshall Neighbourhood Plan Review 2021 – 2037;

11.4 SCC Info on Broadband funding.

12. DATE OF NEXT MEETINGS

Thursday 9th Nov 2023; 11th January 2024 and 14th March 2024 all at 7.30pm .

The meeting closed at 9.00pm.

Distribution

All Cllrs

Website

Noticeboard

Signature.....

Docs before the meeting

CC report
Clerk report
Bi Monthly summary

Signature.....