

**DRAFT MINUTES OF THE ANNUAL MEETING OF HASKETON PARISH COUNCIL**  
**(held following the Annual Parish Meeting)**  
**ON THURSDAY 14<sup>th</sup> May 2015 AT 7.00 PM IN THE VICTORY HALL, HASKETON**

**Present: Cllrs P. Strugnell, A. McWhirter, S. Batley, P. Hunter, A. Nightingale, I. Whyte, Parish Clerk Mrs I Clark. County Cllr P. Bellfield; Resident Mr J Sayer.**

- 1. Welcome & Introduction:** Cllr P. Strugnell opened the meeting at 7pm and reminded all of his previous comments about fire exits and filming. He announced he was standing down as Chairman due to recent health problems, and thanked everyone for their support. Cllr McWhirter took the Chair. He noted that Hasketon parish council elections had been uncontested so the list of councillors remains unchanged.
- 2. Apologies for Absence:** Cllr Sammie Wells (undertaking A Level exams), District Cllr Colin Hedgley (meeting for new officers as SCDC Melton) & PC Marie Wells (on operational duties) had sent their apologies for absence.
- 3. Election of Chairman:** Cllr P. Batley proposed Cllr A. McWhirter as new Chairman, seconded by Cllr I. Whyte. There were no other nominations and all agreed to appoint Cllr Alastair McWhirter as the new Chairman.
- 4. Election of Vice Chairman:** Cllr P. Hunter proposed Cllr P. Strugnell, seconded by Cllr S. Batley. There were no other nominations and all agreed to appoint Cllr Paul Strugnell as new Vice Chairman.
- 5. Signing of Acceptance of Office:** All councillors duly signed their Declaration of Acceptance of Office, witnessed by Proper Officer, Parish Clerk Mrs I Clark.
- 6. Appointment of representatives:** The following councillors were appointed as representatives for issues on:  
Playground: Cllrs S. Wells\* & S. Batley (\* subject to her agreement)  
Finance Committee: Cllrs A. Nightingale & A. McWhirter  
Planning: Cllrs A. McWhirter & P. Strugnell  
Website: Cllr I. Whyte  
Broadband issues: Cllr S. Batley  
Allotments: Mrs Sarah Butters (resident of Tymmes Place) & Cllr Simon Batley  
Tree warden: Cllr P. Hunter  
Footpath Warden: Cllr P. Hunter
- 7. Declaration of Interests:** None.
- 8. Minutes of previous meeting, March 8<sup>th</sup> 2015:** Draft Minutes had previously been circulated to all members of the parish council. Cllr P. Strugnell proposed and Cllr P. Hunter seconded the acceptance of Minutes as true record and all agreed to approve the Minutes.
- 9. Matters Arising from last meeting only:** None.
- 10. Report by County Councillor, Mr Peter Bellfield.** Cllr Bellfield had already given his report (attached) at the Annual Parish Meeting, and since there were no new persons present in the room, this was taken as before. Chairman A. McWhirter heartily thanked Cllr Bellfield for all his hard work on behalf of residents and councillors of Hasketon parish.
- 11. Report by District Councillor.** Following recent elections, three new district councillors for Hasketon's new ward of Woodbridge had been elected. One of these, Cllr Colin Hedgley had already been in touch with the Clerk and sent his apologies as he was unable to attend due to

conflicting commitment of first session at SCDC Melton offices. He had, however, sent his report (attached) to the Clerk, who had electronically circulated it to all members of the parish council.

**12. Report from WB & District Safer Neighbourhood District Team:** Apologies had been received from PC Marie Smith, who was unable to attend due to operational police duties. Her annual report had been received and circulated to all members of the parish council. It was noted that the mobile police van would be attending at Grange Farm Barns on Hasketon Road on Wed 24<sup>th</sup> June between 10.30am and mid-day. Chairman A. McWhirter also noted that the building of new joint police/fire station in Theatre St Woodbridge was nearing completion. The old police station on Hasketon Rd Woodbridge was currently also occupied by front of house officers from Kesgrave whilst their new building was being completed. When the Hasketon Rd building was vacated it would be sold for building development.

**13. Finance: Adoption of Annual Accounts, Standing Orders, Financial Regulations and Appointment of Auditors:** Following a meeting with Cllr Nightingale, the Clerk had electronically circulated relevant papers (attached) for bi-monthly Financial Statement, Annual Accounts, List of Assets, & Risk Assessment. These were presented by the Clerk and examined by the parish council. The bi-monthly statement was approved. It was agreed to transfer £2,500.00 from Savings to Current Account. There were no unresolved issues. It was agreed to appoint SALC as internal auditors, and BDO for external auditors. Cllr Strugnell proposed that the Annual Accounts be accepted, subject to auditors report. Cllr Nightingale seconded the proposal and all agreed.

Chairman **A. MCWHIRTER** reported he was currently updating the new issue of Standing Orders, & Financial Regulations from SALC and would present these at next meeting on 9<sup>th</sup> July 15.

**Cllr MCWHIRTER** also stated that he would arrange with the Clerk to carry out her annual job appraisal, due May, and implement the required adjustment to her SALC salary scale as agreed in her contract of employment.

The Clerk had reported that she had not yet received details from Karen Last, SCDC Election Officer, of any costs to the parish in regard to recent elections. Cllr Whyte asked about the necessity of individual councillors to report to SCDC, via the Clerk, their election expenses, even if their expenses were zero, as was the case. The **CLERK** agreed to check with Karen Last and report back.

(County Councillor Peter Bellfield left the meeting)

**14. Insurance:** Cllr Nightingale reported that he and the Clerk had examined the renewal proposal from AON Insurance, received on 24/4/15, and due for renewal on 1/6/15. This had subsequently been electronically circulated to all members of the parish council. As insurance was his particular areas of expertise Cllr Nightingale concluded that the current policy appeared to be competitive. In previous years the policy had included individual values on specific assets, i.e. playground equipment, wooden furniture etc. However, the new policy had blanket headings which exceed the total value of the council's assets, which he considered provided more than adequate cover for the council's current needs. In view of the fact that the current policy expires before the next parish council meeting Cllr **NIGHTINGALE** proposed renewing the Aon policy, but for one year only, and begin wider exploration of alternatives for 2016/17 after three months. Cllr Hunter seconded this proposal and all agreed.

**15. Highways:** County Cllr Peter Bellfield had previously explained the new arrangements for electronically reporting potholes etc. The Clerk reported that following the last (March) meeting, she had received confirmation from Tony Buckingham, County Council Highways

Dept. that the long awaited replacement advisory sign for HGV had now been ordered and should be installed within 16 weeks. Since the posts had disappeared it had been confirmed that the sign would be erected at no charge to the parish council. Councillors looked forward to seeing the sign installed. Since the last meeting the new grit/salt in Mill Lane had been installed and finally filled with salt/grit in March.

**16. Planning:** There had been no new planning applications since last meeting.

The parish council had previously seen no need for Hasketon to undertake a Neighbourhood Plan. However, Chairman A. McWhirter suggested that further investigations into the possible benefits of carrying out such a plan should be investigated. After discussion this was agreed, and Chairman A. McWhirter proposed setting up a subcommittee to carry out such investigations. Cllr Batley seconded the proposal and all agreed. Cllrs **MCWHIRTER, BATLEY & WHYTE** agreed to set up a subcommittee and meet before, and report back at, the next meeting.

**17. Turks Head:** The Clerk had not received any response to her email to Dominic Withey requesting an update.

Chairman McWhirter reported that he had recently spoken with Mr Withey. Work was progressing but more slowly than Mr Withey would have liked due to extra costs and additional work required on the renovations to the pub buildings. Mr Withey was actively continuing his search for staff and manager to run the venue as a pub as well as a restaurant. Cllr White reported that he had seen an update entry on Street.life.com. Work had begun on the footings for the new houses, and hard pad for the access road had been laid. It was hoped that the pub would be open early in the summer though there was obviously a lot of work still to be completed.

**18. Village Green:** It was reported that the recent relocation of the Five-Aside Football goal from the carpark/recreation site to the middle of the village green had on the whole been well received. Chairman A. McWhirter had organised the venture and thanked all those involved with the not inconsiderable effort required. There had been a few comments that the close proximity of the goal to the basketball post impeded play with the latter, but it was agreed to leave the goal post in its current location for the time being. It was also agreed that the **CLERK** should again ask for comments in the next monthly parish magazine.

The Clerk reminded the council of their previous resolution agreed in March meeting not to add any further playground equipment after the installation of the Twister without removing another piece of playground equipment. Technically, the football goal had been relocated from the car park/recreations side of the green. However, Chairman A. McWhirter proposed and Cllr Batley seconded the proposal that no further play equipment would be added to the village green unless an existing piece was first removed. All agreed.

Chairman **A. MCWHIRTER** reported that he and the **CLERK** were in the process of establishing the exact requirements of the parish council needed to meet their legal obligations under the 21 yr lease of the carpark/recreation area issued in 2009. They were in the process of examining the considerable amount of historical paperwork regarding this issue and would report back at the next meeting. In the meantime, the **CLERK** was instructed to urge residents to put forward ideas for replacement recreational items on this cp/recreation area via the next parish magazine issue. Councillors agreed that suggestions for equipment for older residents should also be considered.

The Clerk reported that she had recently spoken with Mr Lou Quinton regarding progress with completing the refurbishments of the wooden benches. The only action remaining was the oiling of the benches. He apologised for the delay in completing this task due to his work commitments and wet weather. He had yet to submit an invoice for his work, but thought it

likely to be in the region of £200 plus materials, which all agreed was acceptable, and considerably cheaper than replacing the benches.

- 19. Village website:** Cllr Whyte reported that since the last meeting he had found the transfer of information to the Hasketon.net website quite a challenge, both in terms of time and mechanics. He had also examined the workings of alternative, free facilities offered by One.Suffolk.com. Whilst not wishing to reject the potential possibilities of customising the Hasketon.net website he had reluctantly come to the conclusion that it would be much easier and simpler to use the One. Suffolk site facilities for the time being. Cllr Whyte had already opened a site for Hasketon on this platform and found it much easier to work with. Also, because it was used by many other parish councils there was a lot of support and advice available to anyone wanting to use it. In view of the pressing need to have an active site on which the parish council could fulfil its legal obligations to post Minutes, Financial Statements, Agendas etc. on a publically available website, Cllr Whyte proposed that the parish council does not renew the website hosting for Hasketon.net when it comes due in August, but goes with the One.Suffolk.com website. All agreed.

It was also agreed that the **CLERK** would circulate Draft Minutes of the meeting within two weeks for circulation and approval, so that second draft Minutes could be posted on line within the legal time frame, not later than one month after the meeting.

- 20. BT Telephone kiosk & Broadband:** The Clerk reported that following the last meeting of the parish council she had been in touch with BT and agreed with them (by phone and email) that the BT phone kiosk at Tymmes Place should be removed. This was confirmed by BT in an email. However, BT had phoned on 13<sup>th</sup> May to inform her of the difficulties they were encountering in getting the phone repaired. The Clerk had expressed surprise and re-iterated that the village were in agreement that the phone box should be removed. Subsequently she had received an email from BT to this effect. Since BT seemed incapable of understanding any instructions from the parish council it was agreed to let matters run their course. It was expected that the phone box would eventually be removed, after another 90 day consultation with SCDC planning and the power source being disconnected.

Cllr Batley requested that his last update about BT Broadband installation for Hasketon noted in the parish council minutes of 12 March 15 be included in the next issue of the parish magazine if not already done so. The **CLERK** agreed to check & do this if necessary.

- 21. Adjournment for members of parish to address council on matters relating to Hasketon.**

*Resident Mr John Sayer* said his question about the phone box had already been covered, above. He did however report that the phone box had already been repaired and the phone was now in working order, albeit only with a credit/debit card, not cash.

*Cllr P. Strugnell* announced that he had been asked if the parish council would accept a gift of a large old tithe map of Hasketon, dated 1836, recently purchased at auction by the anonymous donor. Members of the council examined the large map, which was most interesting. They agreed to accept the donation on behalf of the parish council, and the Clerk was asked to investigate options for framing the map with a view to hanging it in the Victory Hall. She was also asked to liaise with the Victory Hall Committee, which was meeting on 15<sup>th</sup> May, to get their response to suggestion of hanging the map in the hall. Cllr **BATLEY** offered to photograph the map, but it was agreed that copyright on any reproductions would remain with the parish council. The map was left in the Victory Hall for the time being, and the **CLERK** was asked to put a notice on the case that it was the property of the Parish Council.

- 22. Resumption of meeting.**

- 23. Correspondence:** See attached list; plus

- Letter from Mrs M Mann asking if there was any possibility of the village being connected to mains gas.

Cllr Strugnell reported that this had been discussed by the council some years ago, but had been discounted because of the large costs involved. This was still the case. The pipe running through the village was a high pressure pipe and any connection would require the very expensive option of building a gas substation. The answer was therefore, no. The **CLERK** to inform Mrs Mann.

- Letter from Sinfield Trust inviting members of the parish council and Hasketon residents to have a guided tour of the nature reserve in Whitehouse Lane. This was to view new paths and ponds etc. in the nature reserve. Members agreed that this would be a good idea and the **CLERK** was instructed to reply to organise such a weekend visit. It was also suggested that since the Nature Reserve was a charity funded by extensive public grants it would be appropriate for members of Hasketon parish to be given access to the nature reserve without having to pay a membership subscription to the Sinfield Trust. All agreed.

#### **24. A.O.B.**

- i) Cllr Whyte suggested that some Barn Owl and Bat boxes be positioned around the village. Cllr Strugnell suggested Lippets Wood might be a good location. Defer matter to next meeting.
- ii) Cllr Hunter reported that he had removed fallen trees obstructing the footpath between Chimney Pot Lane and Wilderness Farm on Whitehouse Lane. Following reports that the footpath running between the hedge adjacent to the new build houses being built beside the Turks Head, and Rose Cottage is almost blocked. Cllr Hunter had walked along it; it seems that some of the hedging bordering Turks Head land has leaned toward the path (Low Road end) and is probably due to workmen cutting on the new build side of the hedge causing it to tip over. It was agreed that the **CLERK** should write to Mr Withey asking if he would be able to arrange for the the footpath side of the hedge to be trimmed so access is fully re-established. Chairman A. McWhirter thanked Cllr Hunter for his report and work.
- iii) The Clerk reminded all councillors that they were required to re-register on SCDC Register of Interests. She would first submit all their details on the SCDC online site, which should prompt an email to each councillor with information about how to complete their entries.

**25. Date of next meetings:** Confirmed at 6.30pm, on: 9 July 2015, 10 September 2015, 12 November 2015, 14 January 2016, 10 March 2016 and 12 May 2016.

The Chairman thanked everyone for attending and the **Meeting closed at 8.50pm**

Signed:

Date:

IMC/15/5/15 + 19/5/15 + 4/6/15