

MINUTES OF MEETING OF HASKETON PARISH COUNCIL

HELD ON 18TH JULY 2019

At 6.30pm in the Victory Hall, Tymmes Place, Hasketon, Suffolk

Final Draft Minutes

Present: Parish Councillors (PCllrs) Alastair McWhirter (AM) (Chairman), Iain Whyte (IW) (Vice Chairman), Sarah Butters (SB), Stuart Dack (SD), Beccy Batley (RB), also District Councillor (DCllr) Colin Hedgley (CH), and David Keeble (DK), (Hasketon Parish Clerk)
28 members of the public (MOTP) were in attendance.

1. Chairman Alastair McWhirter opened the meeting at 6.30pm and welcomed everyone in attendance particular the Members of the public.

2. Apologies for Absence: Apologies were received from PCllr Georgie Wells and County Councillor(CCllr) Robin Vickery and accepted by the meeting.

3. Co-option of Councillor: To be resolved at next meeting.

4. Declaration of Interests: SB declared her position as an allotment holder in respect of agenda item 14 (ii) but no conflict of interest was identified.

7. Invitation for Members of the Public to Speak:

The Chairman acknowledged the attendance of the public was mainly in respect of item 10 on the agenda, (Ipswich Northern Bypass Consultation) and brought forward item 7 to allow the members of the public present to speak. The Chairman suspended the meeting at this point (6.35pm) in order to give everyone an opportunity to contribute.

The Chairman reconvened the meeting at 7.20pm and the advised all that he would deal with agenda items 10, 7 and 8 next to accommodate the members of the public present and DCllr Hedgley.

10. Ipswich Northern Bypass Consultation: The Chairman thanked everyone for their contributions and following discussion between PCllrs it as unanimously resolved to write to relevant MP's, Suffolk County Council and CCllrs, East Suffolk Council (ESC) and DCllrs expressing the opposition of Hasketon Parish Council to any Northern Bypass route.

Proposed – IW

Seconded – SB

ACTION – AM

7. Invitation for Members of the Public to Speak

Two further issues were raised by members of the public: -

i) Traffic issues on the B1079. A recent incident involving a resident's dog was reported and residents identified a combination of factors in respect of this stretch of road, speed of traffic, restricted road width, chicane type bends, junctions, poor visibility, poor signage poorly maintained and no footways, all of these contribute to a very dangerous stretch of road.

The Chairman explained the PC had been pursuing this exact matter with Suffolk County Council for a number of years and had on numerous occasions highlighted this issue with CCllr Vickery and had

7. Invitation for Members of the Public to Speak: (cont'd)

written to Cllr Mary Evans (Highways Portfolio holder). Refer agenda item 15 (i).

ii) A further concern, which had been referred to East Suffolk Council Planning Officer, was raised by another resident, who wished the PC to be made aware of it. The Chairman thanked the resident for sharing this information and asked to be kept informed of any further developments.

Members of the public left the meeting at this point (7.45pm)

8. District Councillors Report: (previously circulated). CH advised he could not add anything further to the debate on the Northern Bypass at this stage but assured the PC he would support the PC in its views on the Northern Bypass and in respect of any planning recommendations it made.

DClr CH left the meeting at this point (7.55pm)

5. Minutes of Previous Meetings: The minutes from both the Extraordinary Parish Council (PC) meeting on 30th May 2019 and the Annual PC meeting on the 9th May 2019 (both previously circulated) were accepted and approved as a true record and initialled by the Chairman.

6. Matters Arising form the Previous Minutes: There were no matters arising from either set of minutes.

9. Report from County Councillor: No report had been received from Cllr RV.

11. Finance:

i) **Annual Returns (AGAR)** (previously circulated). The AGAR documents have been completed and displayed in accordance with the legislation for the period between 17th June 2019 and 26th July 2019.

ii) **Bank Mandate and Signatories:** The change of signatories and bank mandate has now been completed following the election of new Councillors.

iii) **Financial Monitoring Responsibilities:** SD confirmed he was willing to undertake this responsibility.

iv) **Summary of Accounts since March 31st, 2019** (previously circulated and attached) Clerk reported the available balance in the savings account was £27379.68 and the current account was £2567.27.

It was resolved to approve and adopt the accounts as presented.

Proposed – SB

Seconded – RB

v) **Approval of Invoices and Transfer of Funds:** There were unpaid invoices amounting to £1669.29 as detailed below: -

Clerk salary – May, June and July (3 cheques)	£552.64
Clerk Expenses – period 1/4/19 to 30/06/19.....	£32.21
SALC – Cllr Briefing	£27.60
Suffolk Coastal NORSE (grass cutting -6 months)	£543.60
HRMC Tax period 1 st Quarter end 5/7/19.....	£126.00
CAB donation	£50.00
EACH (Children’s Hospice) donation.....	£50.00
SALC Annual subs + NALC sub period 2019-2020.....	£180.24
IS. Repairs to Old Minutes Book.....	£100.00
Total	£1662.29

v) Approval of Invoices and Transfer of Funds: (cont'd)

Clerk recommended transfer of £500.00 from savings account to current account.
Transfer of £2000.00 had been approved at previous meeting but not yet transferred due to mandate changes so total transfer would amount to £2500.00 to maintain balance in current account. It was resolved to approve payment of invoices and transfer as recommended.

Proposed – IW
Seconded – SD
ACTION - Clerk

vi) VAT Return 2018-19: Clerk reported the VAT refund had been received from HM Customs and Excise.

vii) Review of Risk Assessment and Register: Amended from previous meeting and previously circulated. It was resolved to adopt the Risk Assessment and Register document.

Proposed – SB
Seconded - SD

viii) Review of Financial Risk Management (Quarterly Check). The document was presented at the meeting, (previously seen by SD) and it was resolved to adopt the document as presented.

Proposed- SB
Seconded - IW

ix) Clerk Matters: Clerk to calculate salary increment backdated to April and May to be presented to next meeting.

ACTION – Clerk

12. Annual Insurance: (details previously circulated) The annual insurance has been renewed with BHIB at a cost of £643.95.

13. Planning.

i) Planning Application DC/19/1465/Dem – Green Barn, Rear of Old Nurseries, Burgh IP13 6JN.

Clerk advised he had been contacted by the developer for the PC's views on the proposed development but subsequent enquiries with ESC had established the development was in Parish of Burgh not Hasketon.

ii) Planning Application DC/19/2675/FUL – Willow Farm, Grundisburgh Road, Hasketon, IP13 6HL. Replacement outbuilding and single storey rear/side extension.

After full consideration of the available documents the PC resolved to offer no objections to this application.

Proposed – SD
Seconded – RB

iii) Feedback on Previous Applications.

a) Illuminated Garage Sign. Grundisburgh Road. Allowed.

b) Change of use of Barn, Church Farm, Blacksmith Road. Allowed.

c) Outbuilding rear of Highfield House, Boulge Road. Alllowed.

d) Use of Land for Tourism, 6 holiday cabins, Boulge Road, IP13 6JU. Not Permitted.

e) Appeal – Oak Tree Cottage, Whitehouse Farm Road, IP13 6JP. In Progress.

Information obtained from ESC planning portal.

iv) Information on Planning Procedure Changes at ESC. Details received from ESC have been circulated to PCllrs. Information is available on ESC website.

14. Village Amenities and Events.

i) **Play Area:** Nothing to report.

ii) **Allotments:** Date for meeting of Allotments holders to be set for late August.

iii) **Bus Shelter:** Nothing to Report.

iv) **Victory Hall:** Nothing to report.

v) **Trees:** Nothing to report.

vi) **Grass/Hedge Maintenance:** Clerk advised Suffolk Norse had been requested to cut grass and trim hedge (particularly between car park area and Top Road) before the annual village fete on August 3rd.

vii) **War Memorial – Listing:** Clerk had been contacted by Historic England with an invitation to have the War Memorial considered for ‘Listing’ as a building of Special Architectural and Historic Interest’ (‘The List’). A further correspondence has been received from Historic England with their initial report detailing the factual information on which any recommendation to list the memorial would be based. It was felt further clarity was needed in relation to any implications for the PC should the Memorial be listed i.e. additional maintenance requirements/costs etc. and the Clerk was instructed to write to Historic England to clarify these issues.

ACTION – Clerk

viii) **Car Park:** Nothing to report.

15. Highways:

i) **Speed Issues – B1079.** (Refer agenda item 7(i)). It was agreed the Chairman would write once again, to Suffolk County Council Highways and to Cllrs Robin Vickery and Mary Evans to highlight the concerns of the residents and reiterate the PC’s request for action to improve this stretch of road reduce the risk for road users and local residents.

ACTION – AM

15. Highways: (cont’d)

ii) **Diversions for Utilities Works.** Diversions in place as a result of electrical cabling work in Shrubbery Lane and Riverside is now completed. No action required at present.

16. **Election Issues – Register of Interests.** Clerk advised that all Councillors should have completed the online Register of Interests details on the ESC website. RB reported she had not done so as yet due to email difficulties. RB will contact ESC elections office to resolve this matter urgently. Clerk to forward telephone number to RB and RB to contact relevant Elections Officer direct.

ACTION - Clerk/RB

17. **Website Regulations.** Clerk advised that new regulations were coming into for regarding what and how information is displayed on PC websites. IW was aware and is liaising with Suffolk Cloud to comply.

ACTION – IW

18. **GDPR (Data Protection) – Consent.** Clerk advised Cllrs had not completed the consent forms previously circulated. Clerk to circulate further copy.

ACTON – Clerk

19. Old Minutes Book. Following its repair, the book had been on loan to a Resident for research purposes and was returned to Clerk just prior to this meeting. Suffolk Records Office are moving premises at present and unable to accept any documents at present but they will receive the book once this move is completed.

20. Correspondence (list attached). All previously circulated.

21. Close of meeting and date of next meeting.

Next meeting Thursday 12th September 2019 at 6.30pm at the Victory Hall Tymmes Place Hasketon.

There being no other business the Chairman closed the meeting at 08.45pm.

David Keeble, Parish Clerk.

Signed;.....Chairman

