

MINUTES OF MEETING OF HASKETON PARISH COUNCIL  
HELD ON THURSDAY 11<sup>th</sup> November 2021  
At 6.30pm in the Victory Hall, Hasketon, Suffolk

Final Draft Minutes

**Present:** Councillors (Cllrs) A McWhirter (AM) (Chairman), I Whyte (IW), (Vice Chair), Stuart Dack, (SD), Ann Turner, (AT), David Keeble, (DK) Hasketon Parish Clerk. Also present was District Councillor (DCllr) Colin Hedgley, (CH), and County Councillor (CCllr) Elaine Bryce, (EB).

1. **Welcome:** Chairman A. M. opened the meeting at 6.30pm and welcomed everyone present.
2. **Apologies for Absence:** Apologies were received from SB (unwell) and RB (work) and were accepted and noted.
3. **Declaration of Interests:** None.
4. **Minutes from the previous meeting:** Minutes of meeting held on 9<sup>th</sup> September 2021, and the EO meetings on 23<sup>rd</sup> September and 26<sup>th</sup> October 2021, all previously circulated, were accepted and approved as a true record and initialled by the Chairman.
3. **Matters arising from the previous minutes:** None
6. **Invitation to Members of the public to speak:** None present.
7. **Report from District Councillor:** The report from CH was previously circulated. His report featured the efforts of ESC regarding environmental matters i.e. recycling, climate Emergency. He also highlighted the Winter Support Grant scheme to provide help for people in need in East Suffolk which can be accessed through local organisations. The full report is attached. IW commented on the climate emergency issues and pointed out that actions do not need to be major and small actions taken at a local level are also important.
8. **Report from County Councillor:** The report from EB was previously circulated. She commented on the traffic lights at Otley Bottoms which have caused considerable inconvenience for local travellers. She stated the delay is due to permissions having to be obtained from various agencies to complete the work. She also commented she had a small amount of funds available from her locality budget. Her Full report is attached.
13. **Highways:**
  - i. The Chair brought forward this item for the benefit of EB. The traffic issues on the B1079 was the subject of a correspondence from a Hasketon resident living alongside the B1079, copied into the Parish Council, and had been sent to Cllr Bryce. Clerk also asked about the report being prepared by Keith Sampson, SCC Highways regarding Manor Road traffic issues. The PC had submitted their comments but had not had sight of the report as yet. EB would follow up on both these matters. **ACTION – EB**
  - ii. Potholes – Whilst some repairs have been undertaken there are still a number of outstanding potholes and it is likely these will continue to deteriorate over winter.
  - iii. Report from Andrew Jolliffe (East Suffolk Council Communities Officer). (attached) The report covered various traffic related matters that have been discussed by the Community Partnership and that hopefully will bring about some action by the relevant

**13. Highways:** (cont'd)

- iii. Authorities to address them. The PC will continue to 'watch this space'.

**9. Quiet Lanes Update:**

SD reported further progress is slow at present and we are still awaiting installation of the Wave 1 and 2 signage.

**10. Finance:**

- i. Summary of Accounts since 9/9/21. (attached)

Clerk reported an overall balance of £40223.72 being £36652.35 Savings account and £3571.37 current account. This partly reflects the fact that the precept was received in full in April whereas it has previously been paid in two instalments in April and October.

This also includes approximately £15000 earmarked sums for various works yet to be undertaken. It was resolved to approve and adopt the accounts as presented.

Proposed – IW  
Seconded - SD

- ii. Approval of Invoices and Transfer of Funds. Unpaid invoices amounted to £97.52 and anticipated expenses to January meeting £1041.50. Invoices approved and paid at the EO meeting dated 26<sup>th</sup> October 2021 amounted to £1107.70. Clerk recommended a nil transfer of funds at present.

Clerk additional hours – Invoice No 2021-05.....£42.60

Admin/Clerk Expenses (period 4/9/21- 5/11/21) .....£54.92

It was resolved to approve the invoices for payment.

Proposed – IW  
Seconded – SD

**ACTION – Clerk**

Clerk confirmed the accounts had been checked and approved by SD

- iii. Draft Budget for 2022/23. The draft budget has been previously circulated for consideration and approval at the January 2022 meeting. **ACTION - All**

- iv. Precept 2022-23. (details previously circulated). Clerk advised the precept request submission date was no later than 28<sup>th</sup> January 2022. 2021-22 precept was £8475.15

- v. 2021-22 Internal Audit (Appointment of Auditor). It was resolved to appoint Suffolk Association of Local Councils auditor service.

Proposed – SD  
Seconded – AT

**ACTION - Clerk**

- vi. Personnel Matters. a) Clerk (Appointment of New Clerk) AM advised that two applications had been received following the adverts, but both had withdrawn prior to interviews. The post has been re-advertised.

b) 2021-22 Pay Award. Clerk advised that the current negotiations were deadlocked with neither Unions nor Employers willing to change their position. When agreed the award will be backdated to April 1<sup>st</sup>, 2021.

c) Clerk Additional Hours. An invoice for four additional hours was agreed (refer item 10 (ii))

EB left the meeting at 6.52pm

**12. Planning:**

To Consider the Following Two Planning applications: -

- i. DC/21/4887/FUL – Hill House, Mill Lane, Hasketon, IP13 6HQ. Change of use from domestic garages/workshops to vehicle bodywork workshop/sprayshop.

It was resolved to recommend approval of this application.

Proposed – IW  
Seconded – AT

**ACTION - Clerk**

- ii. DC/21/4899/FUL – The Granary, Mill Lane, Hasketon, IP13 6HQ. The proposal is for a series of environmental and building fabric improvements, which will reduce energy

12. **Planning:** (cont'd)

- ii. use and carbon footprint including - Replacement of oil fired boiler with ground source heat pump, 'fed' from coils within trenches cut within the applicant's field. Improved insulation to all roofs, which will involve salvaging and re-using existing clay pantiles as far as practically possible. Improved insulation to all external walls, including renewing the timber clad areas with new weatherboarding and an insulated render board to the non-original brickwork elevations to the North and East. Replacement of valley roof with flat GRP roof hidden behind parapet to improve maintenance but also allow photo-voltaic panels to be installed in concealed location. Slate effect photo-voltaic roofing tiles to the 'barn' building in the south. Structurally glazed rooflight over first floor landing areas to improve natural ventilation and daylight strategy. It was resolved to recommend approval of this application. Proposed – IW  
Seconded – AT  
**ACTION - Clerk**
- ii. Updates on previous Applications. Clerk provided updates on previous applications. This information is available on East Suffolk Council public access planning portal.

DCllr CH left the meeting at 7.05pm

11. **Village Amenities and Events:**

- i. Play Area Report. a) Annual Safety Inspection. Some minor repairs were advised in the annual safety report and there were some repairs required to the fencing. Clerk suggested a working group be set up to identify an 'improvement plan' for the play area as a whole with a view to carrying out any works in the spring 2022. Clerk to set out the terms of reference for the working group and IW to coordinate.  
**ACTION – IW/Clerk**
- ii. Allotments. a) Clerk advised invoices for 2021-22 rentals have been sent out but only two payments as yet received. Reminders have been issued.  
b) One tenant was not renewing, and the vacant plot would be advertised on the Noticeboard, Hasketon Happenings and the Website.  
**ACTION – Clerk**
- iii. Bus Shelter. Work still to be undertaken.  
**ACTION IW/SD**
- iv. Victory Hall Report. a) Trustees/Ownership. AM advised that it has come to light that in the event of there being no Trustees left to manage the Victory Hall, the Parish Council would be the responsible Trustee and would be required to assume responsibilities for the Hall. IW is currently investigating this further and will report back when the details are clarified.  
**ACTION- IW**  
b) Refurbishment. Plans are in the process of being formulated for further improvement works.  
**ACTION – IW**  
c) IW reported the Hall Committee could benefit from a few more members and this was currently being considered.  
**ACTION – IW**
- v. Amenity Area. Clerk advised he had yet to progress the new sign for the area but would circulate suggested wording as soon as possible.  
**ACTION - Clerk**
- vi. Benches. Nothing to report.
- vii. Trees. Clerk reported a quote had been received for the required work which would be carried out in January 2022. It was resolved to accept this quote. Proposed – SD  
Seconded – IW  
**ACTION - Clerk**
- viii. Footpaths/Public Rights of Way/Bridlepaths. SD reported some finger posts have been repaired/replaced but some still outstanding. Clerk advised that he had written to the District Councillor regarding the issues, et al, relating to the footpaths in the vicinity of Wilderness Farm. IW raised the point regarding an annual 'walking of the footways' which he thought used to take place in the village to ensure they are in good order and accessible to all. Clerk to agenda for next meeting.  
**ACTION - Clerk**
- ix. War Memorial. IW reported he had had an offer from a resident to paint the railings which it was agreed he should follow up.  
**ACTION - IW**

11. **Village Amenities and Events:** (cont'd)
  - x. **Grit Bins.** The bins do not as yet appear to have been refilled. Clerk advised he had receive correspondence during the summer advising all bins would be refilled.
  - xi. **Christmas Carol Concert – Village Green (Tymmes Place) 20/12/2021.** IW advised the Victory Hall would be made available free of charge. It was agreed to approve the use of the village green for this event.
  
14. **Queens Platinum Jubilee Celebrations:** (previously circulated)  
It was agreed to maintain a watching brief on the planned celebrations at this stage.
  
15. **Festival of Suffolk** (previously circulated)  
It was agreed to maintain a watching brief on this proposed event.
  
16. **Remembrance Day:** (2021)  
It was resolved that RB would purchase an appropriate wreath and attend the ceremony on behalf of the Parish Council. **ACTION - RB**
  
17. **Training:**  
Training is available for both the new Clerk and Councillor when appointed.
  
18. **SALC AGM:**  
Error – SALC AGM was held on Thursday 29<sup>th</sup> July 2021.
  
19. **Passwords:**  
An updated password list handed to the Chairman in sealed envelope.
  
20. **Councillors Register of Interests:**  
Clerk reminded Councillors that it is a requirement in law to complete the Register correctly. It is therefore important to ensure Councillor entries are correct and up to date. **ACTION – Councillors**
  
21. **Safer Neighbourhood Team:** (Expressions of Interest – Details previously circulated)  
Clerk confirmed he had registered Hasketon PC's interest in this scheme.
  

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22. **Correspondence.** (Lists attached)  
Clerk advised of a letter received from Woodbridge Town Council regarding Climate change emergency which he would reply to. **ACTION – Clerk**  
Clerk also referred to the email correspondence from a Resident regarding the traffic issues on the B1079 which had been sent to EB and copied into the PC. Refer item 12 (i).  
Chairman also advised that he had received the resignation of Jemima Withey due to a change in personal circumstances. The Chairman has written to Jemima thanking her for her contribution to the Parish Council over the past few years and particularly for her business skills, reason and common sense in our deliberations and on behalf of all other Councillors he wished her well for the future.
  
23. **Date of next Meeting and close.**  
Thursday 13<sup>th</sup> January 2022 at 6.30pm in the Victory Hall, Tymmes Place, Hasketon.  
The Chairman closed the meeting at 7.46pm.\_

Signed; .....Chairman. Date.....

David Keeble  
Parish Clerk

