

MINUTES OF MEETING OF HASKETON PARISH COUNCIL
HELD ON 9th March 2023

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

Present: Stuart Dack Chairman (SD), Parish Councillors (PCllrs), Ann Turner (AT), Bill Helm (BH), Niki Field (NF), Chris Everson (CE), and Steve LECKIE (SL), (Hasketon Parish Clerk).

Also present were County Councillor (CCllr) Elaine Bryce.

There were no members of the public (MOTP) in attendance.

1. Welcome: Chairman SD opened the meeting at 6.30pm and welcomed everyone present.

2. Apologies for Absence:

Apologies were received from District Councillor (DCllr) Colin Hedgley due to sickness and Beccy Batley (RB) due to work commitments.

3. Declaration of Interests: None.

4. Minutes from the previous meeting: Minutes of meeting held on 12th January 2023, previously circulated, were accepted, and approved as a true record and initialled by the Chairman (SD).

5. Matters arising from the previous minutes:

OUTSTANDING FROM PREVIOUS

Item 12 – Village amenities

Play Area Report

SD- stated proposed subgroup still to meet and progress /ongoing– [SD,SL,NF,IW]

ACTION SD – still to be progressed

IW – Footpath quotes not resolved to date.

ACTION IW - Further quotes to be obtained regarding car park area.

Item 10

(iii) Error in date should have read 2022/23

(iv) Error in date should have read 2022/23 - Clerk submitted -1.36% option which was acknowledged by ESC

ACTION – Clerk AMMENDED

Item 15

(ii) Allotments. b) One reminder issued.

ACTION – Clerk - RESOLVED

AGENDA ITEMS

10 Planning

ACTION – Clerk all applications updated.

11 Finance

i. All invoices paid.

ii. Draft budget 2022/23 amended.

iii. Error in date should have read 2023/24 and see above.

ACTION – Clerk RESOLVED

12. Ease the Squeeze

Invoices outstanding

ACTION – Clerk PAID

14. Rewilding update

Request for a plan.

ACTION: - RB SEE AGENDA ITEM 14

6. **Invitation for Members of Public to Speak:** None Present

7. **Report from District Councillor:** March report received and circulated. (attached)

8. **Report from County Councillor:** March report received and circulated. (attached)
EB present gave an overview and took questions.

13. **Highways: [As EB present taken out of sequence]**

i) B1079 between Mill Lane and Grundisburgh - WATER damage

EB was advised by SD gave of his actions to address Water main issues affecting the B1079 which is an ongoing issue. Letter directed to Anglia Water, but the response had not been positive. EB offered to contact Anglia water and Highways to be contacted. EB requested SL to forward email chains to her so she could challenge action. BH expressed concerns over traffic diversion with little regard for damage by volume of traffic on the minor roads. There is a meeting to be held at the Turks Head PH on 200323.

ACTION – Clerk

ii) Other Traffic issues in village

IW stated reported potholes were not being repaired. BH raised stated Cycle Route 1 passed along Chimney Pot Lane and this had damage. AT stated she had reported damage hidden by water puddling and EB asked for copies of email to be forwarded by SL. SD stated Shrubbery and Pinner Lane had not been surfaced.

SD also advised there was still subsidence on the Grundisburgh Road and promised road markings had not materialised.

ACTION – Clerk

9. **Finance:**

i. **Summary of Accounts since 12/01/23.** (attached)

Clerk reported an overall balance of £31168.47 being £25082.46 Savings account and £5353.30 current account.

Clerk advised that approximately £15000 of this was earmarked for various works although even when these monies have been spent the balance would still be slightly in excess of the recommended amount to be held as reserves (ie 2.5 times the annual precept – approximately £21000)

The amounts also includes approximately £2500 CIL monies which have yet to be allocated. It was resolved to approve and adopt the accounts as presented.

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Proposed IW
Seconded AT

ii. **Approval of Invoices and Transfer of Funds.** Unpaid invoices amounted to £145.85

Ch No 100852 St Elizabeths Hospice	50.00
Ch No 100853 Citizens Advice East Suffolk	50.00
Ch No 100856 SA DACK - Commemorative plaque	45.85

and anticipated expenses to March meeting	£399.98
Breakfast Club - Victory Hall	
Charges	120
Warm Room - Victory Hall	
Charges	140
HPC meeting bookings Victory	
Hall	40
SALC - 6 months Payroll service	54

Admin/Clerk Expenses (period 12/01/23 to 09/03/23) - £45.98

TOTAL £545.83

It was resolved to approve the invoices for payment.

Proposed – AT
 Seconded – IW
ACTION – Clerk

Clerk confirmed the accounts had been checked and approved by AT.

iii) Adoption of Internal Control Report - **ACTION checked and approved by AT**

iv) Audit Arrangements 2022-23 – process due later in March. SALC advised document process had not yet arrived.

v) 2021-22 Audit Recommendations – SL read the recommendations previously published which had been complied with but drew attention to the following points

SECTION 4 Risk assessment documentation

SECTION 11 Did the Council meet the exemption criteria and correctly declared itself exempt.

SECTION 14

Is there evidence that Minutes are administered in accordance with legislation.

Has the Council registered with the Information Commissioner’s Office (ICO).

Does the council have official email addresses for correspondence – See item 16 on the Agenda.

ACTION - Clerk

vi) CIL

a) Omission – SL indicated That the CIL statement had not been submitted as requested in December 2022, however both 2021 and 2022 were now all in order and posted on the website.

b) Training courses SL indicated there was a training session that he would be completing on 220323.

vii) Personnel Matters.

a – TESCO mobile contract – SL sought approval to make changes to the Clerk mobile contract to be by direct debit.

Proposed: IW
 Seconded: NF
ACTION: - Clerk

10. Election packs: 6 Councillors present completed election packs for re election to Hasketon Parish Council. SL advised them that he would coordinate the submissions by hand to ESC.

11. Planning:

i) Update on Previous Applications

SL provided updates on previous applications. This information is available on East Suffolk Council public access planning portal.

ii) Proposed meeting

SD stated that a meeting had been arranged to see Head of planning at ESC [Mr Ridley] together with BH and IW regarding concerns over future planning applications. He was unsure at this time whether CH, District Councillor, would be present. 130423 at 14.00.

iii) ESPA – East Suffolk Planning Alliance –

SL stated that there was a further meeting on 250323 between 14.30 and 1700 at Grundisburgh Village Hall. SD asked if HPC members should continue to support the concerns raised. It was agreed and supported.

Proposed: NF
Seconded: BH
BH to attend with
SD.

iv) ESC Planning policy.

There was general discussion concerning the brief window for consultation. SL indicated it had been slightly extended. BH expressed concerns over the generic wording of the documents.

EB stated that Dr Dan Poulter had produced and circulated reports concerning developments. EB stated she would forward the documents for local publication via SL. Planning issues need to go via CH District Councillor.

12. Village Amenities and Events: Updates only

i) Allotment Matters – SL outstanding fee has been credited

ii) Play Area

- a) Repainting IW stated at least 3 items needed painting. He had been quoted £1500 for the work. IW purchased 5 new fence rails and some more would be required. It was agreed to use a local contractor for the spraying [DJ SMITH]

Proposed: IW
Seconded: CE

b) Refurbishment Plan SD stated he would organise a meeting and SL to forward e mail material to assist.

iii) Victory Hall (Village Hall)

- a) report IW stated discussions concerning Victory Hall refurbishments had changed. It was agreed a new Dishwasher was need. SL stated the funds were available as agreed. IW stated new lights were now required and a possible device to utilise stored electricity. Further plans to be discussed. / BROADBAND pended
- b) Platinum Jubilee Village Halls Fund – Defra
The grants were explored by SD and not felt to be appropriate due to percentage of deposit required to obtain a worthwhile contribution form Defra.

iv) Tree Management pended

- v) Amenity/Car Park area
 - a) Quotes- IW to chase quotes from local contactor assisted by NF. IW proposed temporary infill on site and allocation of small funding. CE expressed concerns over a temporary fix. £1000 proposed.

IW requested SL to make enquiries regarding a possible litter Pick with ESC equipment.
Easter date proposed

Proposed: AT
Seconded: BH

- vi) Bus Shelter pending
- vii) Benches – SD stated new plaque affixed to commemorative bench.
- viii) Footpaths
 - a) Public Rights of Way -Update BH stated f17 had been cleared F9 not lost despite difficulty crossing actual path. BH stated ESC contacted and work had been carried for new signs. ESC had advised footpaths not lost if they went unused in the future.
- xi) Grass cutting/Hedge trimming
 - SL Stated new Maintenance contracts were simply a change of business name and NORSE had quoted for the year ahead £660 which was in line with the previous year. SL stated he had achieved a discount on last year's invoice due to the lack of cutting.

14. Rewilding update:

i) Update on plan NF produced the outline of a 3 year plan for the rewilding of areas the village. This was to include fruit trees. The plans were supported, and they are to be discussed with e NORSE new contract when finalised. [See attachments]

ii) Suffolk Wildlife Trust – SL stated a meeting was proposed at the Victory Hall although not set at this time and the organisers were keen to support the Parish rewilding, however references were made to a Local development plan. SL stated he had advised them that currently the Parish do not have one.

iii) Bulb Scheme – It was agreed to apply to ESC East Suffolk Blooms initiative for Narcissus bulbs. SL to apply for 1500 [3Packs]

15. Annual Insurance renewal:

It was agreed to consider quotes for the annual premium within a 10% increase of the current costs. It was expressed that it would be ideal to continue with the current provider.

Proposed: NF
Seconded: CE

16. Data Protection Legislation:

SL raised an email received from Suffolk Cloud in relation to email and the website being changed from Gmail to Gov.uk. this was believed to be in line with guidance provided by NALC and was raised as discussed during last year's internal audit. SL indicated that the clerk would have control of Councillors emails and be able to cancel them upon resignation. Likewise, he could complete full disclosure if required to do so under Data Protection. It was agreed to go ahead with quotes provided via SL who would contact Suffolk Cloud direct. BH expressed concerns about the platform to be used as he didn't support Microsoft. SL to request options.

Proposed: NF

17. Kings Coronation:

The Coronation was discussed but at this time the Council do not intend to provide any specific activities. The Turks Head PH are holding celebrations and no funding will be provided for that event.

18. Correspondence: (list attached)

19. Date of Next Meeting and close: 110523 closed 20.55 hrs

Steve LECKIE Hasketon Parish Clerk.
Thursday 9th March 2023

Signed:**Chairman. Date**.....

Steve LECKIE Parish Clerk