**MINUTES OF MEETING OF HASKETON PARISH COUNCIL**

**HELD ON 2nd November 2023**

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

**Final Minutes**

**Present:** Iain Whyte (IW) (Vice Chairman), Parish Councillors (PCllrs), Ann Turner (AT), Beccy Batley (RB), Chris Everson (CE), and Steve LECKIE (SL), (Hasketon Parish Clerk).

Also present was District Councillor (DCllr) Dan Clery (DC).

There were two members of the public (MOTP) in attendance.

1. **Welcome & Introduction**: IW welcomed everyone in attendance.

2. **Apologies for Absence:**

 Apologies were received from Stuart Dack Chairman (SD), Niki Field (NF), due to sickness and Bill Helm (BH) due to family commitments. Apologies also from County Councillor (CCllr) Elaine Bryce (EB), due to sickness.

SL said District Councillor Dan Clery declared he would arrive late due to other meeting commitments.

1. **Declaration of Interests:** None.
2. **Minutes of Previous Meetings**:

 Parish Mtg 14/09/23 Minutes of meeting held previously circulated, were accepted, and approved as a true record and initialled by the Vice Chairman (IW).

 Proposed CE

Seconded AT

1. **Matters Arising from Previous:**

**14th September 2023 HPC Mtg**

Item 6 - Invitation for Members of the Public to Speak Clerk forwarded Freedom of information result to Bredfield residents.

Item 9(v)(A) – SD sent an email to mandated persons for online banking.

Barclays online banking had not been resolved to date despite lengthy communications with the bank. IW was now prepared but BH was not fully resolved. SL awaited final documentation as signatures had been rejected.

Item 10i – Planning DC/23/2090/FUL Response sent by Clerk.

Item 11i – Allotment letters sent, await responses on acceptance and payment, by Clerk.

Offers to share allotments had been communicated in the letters. One allotment holder has expressed that will relinquish their plot this year which will advertised as soon as possible despite a requirement within the agreement for 6 months’ notice.

Item 11iii – Village Hall. IW awaited committee responses.

Item 11iv -Tree management Clerk has enquiries in hand. [see amenities]

1. **Invitation for Members of the Public to Speak:**

One of the MOP stated that they could not understand the proposed placement of 5 or 6 fruit trees outside the Victory Hall. They believed there would be issues with wasps near the windows in the summer and the species would overshadow the hall. They suggested roots may cause foundation issues and queried historic BT kiosk issues at that location. [Near a block of concrete] They felt it would mean further maintenance ie. Pruning at a cost, further mowing difficulties and less open space. They also queried the value or need for a community orchard in a small village.

The Vice Chairman IW stated he had received an email which mirrored these concerns and stated he was aware the space was utilised by children waiting for the school bus.

 SL indicated Councillor Niki Field was the lead so unfortunately could not respond about the doubts expressed.

SL indicated that the number of trees was not set, and the variety would be chosen according to the most appropriate for the location ie. Small species. He indicated that it was proposed to place further trees on the edge of the carpark on the embankment.

The MOP expressed doubts about the validity of such trees and maintained that they would still need pruning. They wondered if it was possible to place the trees on the allotments. SL indicated the spare plot was on the old clinker bed and not suitable.

It was agreed that Nicola Coe who had given advice on these matters would be invited to attend the next meeting in January to explain the plans with NF.

IW stated he would forward the MOP email to SL.

 **ACTION – RB and IW**

 **8.**  **Report: County Councillor:** Report received.

EB apologised for her absence and her report had been circulated prior to the meeting.

 **9.** **Planning:**

**i. To Consider Planning Application:** DC/23/3826/FUL

Proposal: Refurbishment of porch and addition of pitched roof

Site address: Home Farm, Blacksmiths Road, Hasketon, Woodbridge, Suffolk IP13 6JA

**It was resolved by the Hasketon Parish Council to offer no objections.**

 Proposed – RB

 Seconded – CE

 **ACTION – Clerk**

1. **To Consider Planning Application:** DC/23/3958/FUL

Proposal: Retrospective Application - The proposal is to create a small turning area on our existing driveway to enable delivery vans, service, vehicles or emergency vehicles to do a three-point turn, allowing them to drive forwards out of the property. Otherwise, larger vehicles are otherwise forced to reverse onto farm Road owned by Shillies Barn and risk reversing into a ditch on the other side. The land was purchased in 2018 and work has already been undertaken to match existing driveway with the above-described area consisting of crushed tarmac with weedproof membrane underneath.

Site address: Home Farm Cottage, Blacksmiths Road, Hasketon, Woodbridge, Suffolk IP13 6JA.

 **It was resolved by the Hasketon Parish Council to offer no objections.**

 Proposed – AT

 Seconded – CE

 **ACTION – Clerk**

1. Update on previous applications

There were no further updates available on previous submissions.

**10. Finances:**

i. Summary of Accounts since 14/09/23 (attached)

Clerk reported an overall balance of £30314.57 being £26152.91 Savings account and £4161.57 current account.

SL indicated the accounts were provisional for this period as the meeting was earlier in the month and this month’s bank statements had not arrived before the accounts were checked. However, there was a total of £30024.21 in both accounts as of 27/10/23.

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

 Proposed IW

Seconded CE

Accounts

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

ii. Approval of Invoices and transfers.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Ch No 100890 NORSE[REPLACEMENT CHEQUE] |  |  |  | 198 |
| Ch No 100891 CITIZENS ADVICE |  |  |  |  |  100.00  |
| Ch No 100892 ROSPA |  |  |  |  | 111 |
| Ch No 100893 HMRC P30 |  |  |  |  | 165.2 |
| Ch No 100893 SALC |  |  |  |  | 54 |
| Ch No 100895 DENNIS SMITH 1340 **1968.20 TOTAL** |  |  |  |  |  |
|  |  |  |  |  |

Anticipated Expenses

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Steve LECKIE [CLERK PAY OCT 23] |  |  |  |  | 281.36 |
| Steve LECKIE [CLERK PAY NOV 23] |  |  |  |  | 225.58 |
| Steve LECKIE [CLERK PAY DEC 23] |  |  |  |  | 225.58 |
| DD TESCO MOBILE NOV 23 |  |  |  |  | 9 |
| DD TESCO MOBILE DEC 23 |  |  |  |  | 9 |
| Steve LECKIE [CLERK EXP 04/ 23] |  |  |  |  | 253.22 |
| SLCC YEARLY MEMBERSHIP  |  |  |  |  | 109 |
| **Total forecast expenses** |  |  |  |  | **1057.56** |

Admin/Clerk Expenses (period 140923TO 021123) - £253.22

**It was resolved to approve the invoices for payment.** **Proposed – IW**

 **Seconded – CE**

1. BUDGET 2024-25

SL gave an overview of the Draft Budget for next year which he had circulated. He stated it required some consideration before agreement in January 2024. Draft budget for 2024-25 was 13153 which included a general contingency of 10%. Currently the indicative spend for this year is more than the budget, but the predicted end of year balance will be £9879.

SL stated that currently after deducting the earmarked sums the balance for 2024-25 will still be higher than generally recommended, so the Parish should give careful consideration to the possible amounts for the earmarked sums for next year.

The budget will be finalised in January at the next meeting.

1. PRECEPT 2024-25

SL stated the projected figures had just been forwarded and if the precept was to remain as 2023-24 ie £8895.05 this would result in a charge of £49.50 for a band D property. This would be a 3.71% increase for 2024-25.

It was agreed that because of no increase last year this would be the likely proposal. This will be confirmed in January 2024 when submission is required.

1. CIL

SL stated that there were outstanding monies totalling £2475 and proposed that it was spent on the future block paving at the front of the Victory Hall. He advised that the project met the criteria for the spend and that a certificate had to be completed and signed by the chairperson or vice by December 2023.

Proposed – IW

 Seconded – CE

1. Personal Matters:

The additional hours for the Clerk had wrongly been agreed as a cheque, however SL had advised SALC and this was incorporated into his salary. The cheque had been voided.

 **11. Village Amenities and Events: Updates only**

1. Play Area –

IW summarised the ROSPA report which indicated many minor faults. Timber facilities figured highly in the report. Some of the play items were no very old and didn’t meet the current standards although they were technically still safe. IW stated the Parish may have to consider if some items were to be removed.

RB stated she would like to add some new items. IW discussed some popular possible new items but indicated they were also expensive.

SL indicated that the small committee had not met, as previously agreed, so there needed to be more consultation. There were funds allocated. SL discussed the option of a specialised floor area, but IW indicated that this had a shelf life. SL pointed out possible liability issues if someone was injured and the Parish had failed to respond to the ROSPA report. He advised that he would contact local Parishes who had similar facilities and ask about their maintenance programmes.

Discussion regarding fencing around the area. IW gave an overview of the wooden fencing quotes.

SL gave examples of metal fencing including gates that conformed with safety standards required for children’s protection. Quotes to be obtained by SL.

SL stated that he had been advised to apply for monies through capital grant funding [See item 13] which may allow metal fencing to be erected. (See Point 15)

**ACTION – Clerk**

 ii) Allotment Matters –

Renewal letters directed to holders.

Proposal of sharing allotments when they were not being tended. SL would update at the next meeting of the current holders and requested Councillors to make him aware of any possible new requests.

**ACTION – Clerk**

 iii) Bus Shelter/noticeboard and village sign

IW stated village sign needed re powder coating in the Spring and the Noticeboard needed new staining.

 iv) Victory Hall (Village Hall)

 IW stated discussions concerning Victory Hall refurbishments continued and it was still not decided where the priorities lay. Committee were looking at energy savings, WiFi and a new dishwasher.

SL indicated there was still funding allocated for this work. AGM next week for further discussions.

**ACTION – IW**

 v) Amenity/Car Park area

 SL stated he had contacted the contractor for the Village Hall driveway area but could not confirm the start of the work. He had spoken regarding the possibility of the contractor being asked to put down several tonne bags of hardcore on the car park supplemented with other material. The advice received this area should be shuttered the edges or it would be a wasted effort. Further consultation required.

1. Footpaths –

IW indicated there were now some areas of overhanging trees. SL to ask BH to do his walk about and report back on issues.

**ACTION – BH/Clerk**

1. Benches – not discussed
2. Tree management – SL reported Acorn Trees had declined offer of work. Other contacts made but at this time no contractor for the work and it was proving difficult to obtain one. Other councillors agreed with the problem. SL indicated he would continue to pursue this issue and that there were monies available for the work.

**ACTION – Clerk**

1. War Memorial

SL asked RB to obtain a wreath for the memorial. Agreed.

**ACTION – RB**

 x) Grit Bins

IW stated there were 7 bins and they need checking regarding their contents.

**ACTION – Clerk**

1. Re wilding

RB expressed surprise at the cutting of the areas on the car park SL indicated this was part of the agreed programme before the next flower season. He indicated the hedgerow had also been cut for safety reasons but probably needed further trimming. However, there would be no damage done as it was very thick at this point.

See also Item 6.

NF had obtained bulbs from ESC and planting needed to be agreed. BH also had further bulbs for planting.

**ACTION – NF**

 **Councillor DAN CLERY joined the meeting.**

**12.** **Highways:**

 i. Traffic Issues POTHOLES

DC spoke about the Shrubbery Road issues and that EB had agreed to escalate the complaints made by AT. AT stated she was happy to take photographs. IW emphasised that Shrubbery traffic created poor edges and generated mud on the road.

**ACTION – Clerk/EB**

 ii. Traffic calming signs

SL stated he had visited possible locations for traffic calming signs. At present the obvious locations were too overgrown. He agreed to pursue highways through EB as other methods had been declined. Signs were plastic. Further discussion about additional road markings in addition to these signs.

**ACTION – Clerk/EB**

1. Quiet lanes update.

SL indicated BH had followed up the necessary repairs required, and this was to be completed as requested.

**7. Report: District Councillors:** Reports received and circulated.

Summary

DC stated that recent issues with Storm BABET had been the priority. Flooding was a being dealt with by emergency housing and the necessary clean up operations. It was indicated Lantern House had been flooded. Government compensation was being offered at £500 per household. The Green Party had a new strategic Plan and there were links on the website. Policy was attempting to address Nationally significant energy issues. Ie Is Sizewell C right for East Suffolk? It had Secretary of State approval, but boundaries needed to be defined that were the best for the area. There was discussion regarding ‘interconnects’ where offshore windfarms brought in power so that they all connected to emerge at a single point.

13. Capital Grant Funding:

SL stated he would pursue a possible grant with report and photographs.

 **14**. **Date of Next Meeting and close: 11/1/2024 closed 20.10 hrs**

Steve LECKIE Hasketon Parish Clerk.

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

Steve LECKIE Parish Clerk