

**Hasketon Parish Council Meeting, held At Hasketon Victory Hall
On Thursday 10th March 2016 at 6.30pm**

DRAFT MINUTES

Present: Cllrs P. Strugnell (Vice Chairman), S. Batley, S. Butters, P. Hunter, A. Nightingale, I. Whyte, Mrs I. Clark (Clerk)

Other: Mr Gordon Smith

1. **Meeting opened at 6.30 pm.** Vice Chairman Paul Strugnell, who chaired the meeting in Alastair McWhirter's absence, welcomed all and gave reminder of locations of emergency exits and possible recording of the meeting.
2. **Apologies for Absence:** Cllr A. McWhirter, Safer Neighbourhood Team, SCD Cllrs Patti Mulcahy, Geoff Holdcroft, Colin Hedgley, SCC Peter Bellfield
3. **Declaration of Interests:** None
4. **Minutes of Meeting 14 January 2016:** Approved: Proposed Cllr P. Hunter, Seconder Cllr A. Nightingale.
5. **Matters Arising from Minutes of 14 Jan 15 ONLY.** None
6. **Report: County councillor:** Peter Bellfield was unable to attend and no report received.
7. **Report: SC District Councillor Geoff Holdcroft:** The report had been circulated prior to the meeting. The Clerk outlined the main points, See attached.
8. **Report only: WB & District Safer Neighbourhood District Team:** The Clerk reported she had received email confirmation that no-one would be able to attend. PSCO Marie Smith had confirmed that no report would be forthcoming as there have been no significant crime trends to report. She asked that we continue to advise her of dates of future Parish Council Meetings as she will endeavour to attend if she is on duty.
9. **Finance:**
 - Report on Current & Business Savers Account Statements: see Appendix A. The Clerk confirmed details had been circulated to members of the parish council; she outlined all recent transactions on Current & Business Savers Account Statements, and confirmed that the bank reconciliations had been successful. Also circulated was list of future expenditures until year end. Cllr A. Nightingale requested that members should scrutinise this list and bring to the attention of the Clerk any future possible expenditures before end of year accounts are finalised for 31/3/16.
Cllr S. Batley proposed and Cllr P. Strugnell seconded the proposal that the Accounts be accepted and all agreed.

- Audits: The Clerk reported that 2015/16 was the last year that compulsory external audit would be carried out by BDO. There was still uncertainty about future arrangements to cover possible future requests for external audit, due to ongoing legal challenges concerning anti-competitive issues around appointment of such auditors. However, Cllr A. Nightingale expressed the opinion that these would shortly be resolved, and reminded everyone that if Hasketon Parish Council had to organise its own future external audit it could prove very expensive and time consuming. All still agreed with the proposal (first agreed at meeting of 14 Jan 16) to “opt in” to the arrangement, which complied with the requirement to record this decision at full council meeting. No further action was required at this point.
- Bank mandate: The Clerk reported that Barclays Bank had approved the revised bank mandate so Cllr A. Nightingale could now sign cheques.
- Pension provision for clerk: The **Clerk** confirmed there was no requirement for the parish council to contribute to a pension for her, and this would be officially be registered with HMRC as required.
- Insurance Review: **Cllr A. Nightingale** confirmed that he and the **Clerk** would undertake review of current arrangements which had been in place for a number of years, and report back at next meeting. The **Clerk** who will contact SALC with a view to canvassing other parish councils about their arrangements.
- Funding for Community Green Space Projects: Following general deliberations about the very limited provision of amenity land in Hasketon, and the awareness that neighbouring parishes are able to offer more leisure opportunities, members discussed the various options. It was agreed that in principle, it might be beneficial if Hasketon could acquire some additional land for community leisure use, i.e. greater football space, tennis court, environmental meadow etc. The clerk had circulated information about funding for community projects, but before proceeding with any further action it was agreed that feedback from Hasketon residents was essential to determine the desire and nature of such a project. The **Clerk** agreed to publicise this matter in next edition of Parish Magazine, and contact VH Committee about the effectiveness of engaging residents via Monkeysurvey.com which had been used to canvass views for the new kitchen for the Victory Hall.

10. **Highways**: It was noted that there are still many potholes appearing in parish lanes. These can be reported via the SCC website; there was evidence of a number of yellow paint lines around particularly deep holes, although the temporary patching was not very satisfactory. Members confirmed they had all completed the recent road survey for SCC. Re hedge cutting: local resident had responded by phone to a recent letter sent by Clerk; he would cut his hedge when he had recovered from ongoing medical treatment. It was agreed no further action at present, but follow up in autumn. In Cllr McWhirter’s absence there had been no further feedback about request to SCC Highways department to extend 40 mph limit along B1079. The **Clerk** was requested to follow up with SCC Peter Bellfield. Also asked to check with SCDC Planning about conditions for removal of small individual signs opposite Grange Farm Barns. Following a recent communication from another council concerning inappropriate use of green lanes, it was confirmed there were currently no reported problems in our parish.

11. **Planning**: DC/15/4446/FUL, Riverside House, Riverside, Hasketon: paper copies were received by the clerk on 19/1/16, with deadline of 7/2/16 for comments from parish council. All members of parish council had been informed by email. The Clerk reported she had been contacted by immediate neighbours of Riverside House, who had inspected her paper copies of the plans. No

concerns were raised by them. Following instructions from the Chair of the Planning sub-committee, the clerk had confirmed to SCDC that Hasketon Parish Council have no objections to, and supported the application. Cllr S. Batley requested that it be formally noted that his comments had not been forwarded to SCDC planning department. The Clerk confirmed she did not receive any formal feedback from SCDC planning about applications, but anyone can easily check on SCDC website, under "planning/simple search". Using a post code is more effective as house names don't always register. It was also noted that a PCC Working Party report in March Parish News had highlighted the need for additional space, possibly provided by an extension to the Church. No action required by parish council at present time.

12. **Village Amenities & Future Events:** __

i. Village Green: Fencing/gates: Cllr I. Whyte reported that he was planning to adjust the small gate latches shortly. Cllr A. Nightingale had checked the insurance policy and confirmed that an annual tree survey was not required for insurance purposes so long as due diligence was carried out by the council. It was agreed to accept the tree surgeon's recommendation of a survey every 2 years (next due 2017), subject to any obvious concerns reported to the parish council. The **Clerk** was requested to remind parishioners to do this in next Parish Magazine.

Slide: Cllr I. Whyte reported that following further consultations with Rospa, it was agreed that further remedial work to fix appropriate metal sideguards on the slide would mitigate concerns. It was also agreed that Cllr I. **Whyte** would consult with N&A Engineering about appropriate remedial work, and proceed as soon as possible. It was noted that there had been no reported accidents with the slide since its installation.

Bus Shelter Map: The Clerk reported that the frame and location map on the bus shelter was in very poor condition. Whilst acknowledging people could use GPS devices it was agreed the **Clerk** and Cllr I. **Whyte** should examine with a view to getting the frame renovated and replacing the map with similar. All agreed.

ii. Football Goal post area: All members agreed it would not be viable to keep relocating the 5-Aside goal post in order to avoid the present muddy area. However, in view of the obvious well use of this facility it was agreed that expense to remedy the problem was fully justified. Cllr P. Hunter had already procured one quotation for installation of astro turf laid over concrete sub-base, and it was agreed exploration of more permanent resolutions in form of other artificial surfaces should be further investigated by Cllrs **S. Batley and P. Hunter**.

iii. Victory Hall: The Minutes of 4/3/16 meeting had been circulated. It was noted the VH Tithe Map had been framed and a suitable hanging space identified. This will be done after redecorations had been completed over Easter. Cllr S. Batley had taken the smaller map for display in Turks Head, with a letter from the Clerk confirming it was a community asset so the unframed map would remain the property of the parish council and returned to the council in the event it was no longer displayed at the premises. Defibrillator: The **Clerk** confirmed the offer of free equipment from the Heart Foundations was currently no longer available. However, she will continue with ongoing investigation of costs and logistics of the various types available. The VH committee had agreed that it should be mounted on the external wall of the hall where would be illuminated by the sensor light after dark. There have been assurances that this type of equipment is very easy for anyone to use, with full instructions available on site. Disabled Parking: All members agreed the parish council would be willing to make a contribution to the Victory Hall Fund towards the installation of new disabled parking area outside the VH. This would be subject to receiving further details from the VH Committee of work and costs. It was noted that VH Committee had suggested work on the disabled parking area outside the hall might be carried out at same time as work on the football goal mouth area to save costs.

iv) Allotments: The Clerk reported there had been no response to advertisement for vacant allotment. Cllr S. Butters reported that an area by the back hedge, formerly the sewage tank for housing at Tymmes

Place, was currently overgrown with high brambles etc. It was agreed that the **Clerk** should contact Suffolk Norse Commercial Services about dealing with this. The Clerk also reported that she had canvassed, via SALC, neighbouring parish councils about their arrangements for providing water supply at their allotments. The solutions, details circulated at the meeting, were varied, and some such as installation of mains water, water pump, further installations of extra rain water containers etc. would be investigated further. The **Clerk** was also in process of consolidating various versions of the tenancy agreements in collaboration with Cllr S. **Butters**, and would consult with allotment holders about agreements and the water issue.

- v) Spring Village Litter Pick: The Clerk reported the Village Hall was booked for 2pm on Sunday 10th April 16, and SCDC notified to provide litter pickers, hoops, bags and gloves, and arrange collection of litter afterwards. It was agreed that refreshments (soft drinks & biscuits) would be available for volunteers. Any volunteers working alongside busy roads should be encouraged to wear high visibility vests. Suffolk Coastal and Waveney Councils are keen to support community litter picking activities, and to show their appreciation to all communities that undertake a litter pick between 1st March to 31st May 2016, their partners Suffolk Coastal and Waveney Norse have agreed to give £20 to all participating groups to spend on their local community or a charity of their choice. In addition, all groups will be entered into a prize draw with the chance to win one of five substantial prizes of £200 towards their community or chosen charity. The **Clerk** agreed to publicise details, including in the parish magazine.
- vi) Queen's 90th Birthday celebrations: The clerk reported that the suggestion of 14/1/16 for combining any celebrations with the last Jazz BBQ to be held at Shrubbery Farm on 26th June was not practical. There had been some feedback from the village residents, and the most popular suggestion seems to be a village party outside the Victory Hall, with cakes, and including a cake completion, and games for youngsters, possibly on Sunday 12th June (two weeks before the Jazz BBQ). The **Clerk** was instructed to include details in the next edition of Parish Magazine.
- vii) Welcome pack for new residents. It was suggested that relevant information about the village be collated and in the first instance posted on a dedicated page on the Hasketon.onesuffolk.net website. If necessary information could be printed out and delivered to new residents.

13. **Adjournment for members of Hasketon Parish to address council on matters relating to Hasketon:**

G. Smith raised several concerns about road safety. Clerk to liaise with GS and follow up with SCC Highways where appropriate.

The meeting resumed.

14. **Correspondence :**

- 19/1/16 SCDC Planning Application DC/15/4446/Ful: Riverside House, Hasketon
- 1/2/16 Barclays Bank Statements (28/1/16)
- 24/2/16 Potential purchaser of new house requesting information re broadband speeds
- 5/2/216 SCDC/WavenyDC: East Suffolk Business Plan
- 6/2/16 Confirmation of change of Barclays Bank Mandate
- 10/2/16 *The Local Councillor* magazine
- 22/2/16 Coastal Accessible Transport Service Ltd
- 29/2/16 East Anglia's Children's Hospices
- 1/3/16 Invoice 457: Art & Frame Shop £206.79 (Tithe Map for VH)
- 2/3/16 Barclays Bank Statements (29/2/16)
- 7/3/16 *Clerks & Councils Direct* magazine
- 7/3/16 Joint Report from SCDCouncillors for Woodbridge Ward March 2016
- 7/3/16 Barclays Bank advice on changes to Savings Account

8/3/16 *The Clerk Magazine*

14/2/16 Magpas

15. **Any Other Business.** Iain Whyte update 1921 aircraft crash

16. **Date of Next meeting:** The next meeting is Annual Parish Meeting & Annual Meeting of Parish Council to start at 6pm on Thurs 12th May 16.

Meeting Closed at 9.45 pm

1/4/16