

**Hasketon Annual Meeting of Hasketon Parish Council,
held At Hasketon Victory Hall
On Thursday 12th May 2016 at 6.45 pm**

DRAFT M I N U T E S

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

Other: Mr J. Sayers

1. **Meeting opened at 6.45 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, District Councillors Geoff Holdcroft, Colin Hedgley, Patti Mulcahy * (*Present at preceding Parish Meeting).
3. **Election of Chairman:** There being no other nominations, Cllr S. Batley proposed and Cllr P. Hunter seconded the proposal that Cllr A. McWhirter be re-elected Chairman. All agreed.
4. **Election of Vice Chairman:** There being no other nominations, Cllr I. Whyte proposed and Cllr A. Nightingale seconded that Cllr P. Strugnell be re-elected Vice Chairman. All agreed.
5. **Signing of Acceptance of Office:** As Chairman absent, to be completed before next meeting.
6. **Appointment of Representatives:**
 - Playground – Cllr S. Batley + Cllr I. Whyte**
 - Tree Warden – Cllr P. Hunter**
 - Finance – Cllr A. Nightingale**
 - Planning – Cllrs P. Strugnell, A. McWhirter, S. Batley**
 - Website admin – Cllr I. Whyte**
 - Allotments –Cllr S. Butters**
 - Victory Hall – tbc**
 - Footpaths – Cllrs P. Strugnell, P. Hunter (S. Stafford?)**
7. **Declaration of Interests:** None
8. **Minutes of Meeting 10th March 2016:** Approved: Proposed Cllr I. Whyte, Seconder Cllr S. Butters, and all agreed.
9. **Matters Arising from Minutes of 10 March 16 ONLY.**
 - i) **Litter pick:** The Clerk was thanked for organising the event on Sunday 10th April. Participants included members of parish council & some residents. Equipment provided by Suffolk Norse, who have subsequently loaned the parish council some litter pickers for future village events. One issue that arose was the number of bags of dog waste abandoned by the roadside. Following feedback from an article in the parish magazine, several residents had agreed that the recent increase in number of dog walkers around the village necessitated installation of

further dog waste bins. It was agreed **Clerk** to order to trial two new bins, at edge of village, and also Cllr S. **Batley** was requested to investigate suitable penalty warning signs.

- ii) **Clerk's Pension:** The Clerk reported that she and Cllr A. McWhirter were in the process of registering with HMRC.
 - iii) **Tithe Map:** The Clerk reported that the Map was now in position in the Victory Hall, with the other smaller copy delivered to the Turks Head. **Clerk** to remind residents that copies could be obtained direct from printers, Salt of the Earth.
 - iv) **Residents' Welcome Pack:** No progress but it was agreed that councillors would forward ideas direct to Cllr I. Whyte who would collate and post on website, ideally by end of June.
10. **Report: County councillor:** No report was received due to the sad death of Cllr Peter Bellfield. As previously noted at the Annual Parish Meeting it was agreed that Chairman A. **McWhirter** should write letter expressing the parish council's condolences to his family.
11. **Report: SC District Council: A report by SC District Councillor Geoff Holdcroft** had been circulated prior to the meeting (see attached). Though SCDC Patti Malcuhy had left at end of previous meeting, she had reminded councillors that funding was available from each District Councillor's annual allocation of £5,500.00 for community projects though early application was advised.
12. **Report only: WB & District Safer Neighbourhood District Team:** The Clerk reported she had received email confirmation that no-one would be able to attend. A very sparse report had been received and circulated but it was noted that it did not contain any details other than general information. Cllr P. **Strugnell** confirmed he would write to Chief Constable at Martlesham to express our disappointment at the lack of proper communication with local residents.
13. **Finance:**
- Report on Current & Business Savers Account Statements and End Year Accounts for 2015/16: see attached. The Clerk confirmed details of End of Year (2015/16) Accounts which had been circulated to members of the parish council, plus current status of parish bank accounts at 27 April; She confirmed that the bank reconciliations had been successful. Also circulated had been list of future expenditures. Cllr P. Hunter proposed and Cllr S. Batley seconded the proposal to adopt the annual accounts and all agreed.
 - Governance Statement from BDO forms. Cllr A. Nightingale proposed and Cllr P. Strugnell seconded that the Governance Statement be adopted, and all agreed.
 - BDO Section 2 Accounting Statement: Cllr P. Hunter proposed and Cllr S. Butley seconded accepting the Accounting Statement 2015/16, and all agreed.
 - Standing Orders: No Change. Cllr P. Strugnell proposed and Cllr S. Butters seconded accepting current Standing Orders, and all agreed.
 - Financial Regulations: No change. Cllr P. Strugnell proposed and Cllr. S. Batley seconded accepting current Financial Regulations, and all agreed.
14. **Insurance Review:** The Clerk reported that Cllr A. Nightingale had contacted current providers AON and obtained revised quote of £684.26, (down from £719.65) for forthcoming premium renewal. Y2015/16 premium was £729.93. Alternative quotes from other providers, including via CAS, had been requested but still awaiting feedback. Cllr P. Hunter proposed and Cllr S. Batley seconded that since the renewal date is 1/6/16, if no significantly improved quotes of less than £600.00 were

available before 23/5/16, the **Clerk** should proceed with the revised AON quote of £684.26. All agreed.

15. **Highways:** It was reported that progress with the request to Suffolk County Council Highways to carry out review for proposed 40 mph speed limit along stretches of B1079 was uncertain due to the recent death of Councillor Peter Bellfield. It was agreed that Cllr A. **McWhirter** would follow this up to see what progress had been made. The Clerk reported that she had circulated emails from D. Chenery (SCC Highways) regarding concerns from Gt Bealings parish council over problems with HGVs using the narrow Hasketon Road between Hasketon (B1079) and Gt Bealings. No further action required from Hasketon Parish Council. The Clerk also reported she had received email from resident concerned that following re-opening of Turks Head there was increased and speeding traffic emerging from Top Road onto Boulge Road. Similarly there were concerns about visitors to the Victory Hall emerging from Tymmes Place onto Blacksmiths Road. The **Clerk** was instructed to pass on our concerns to SCC Highways, and request "Give Way" road markings be made more prominent on Top Road, and introduced at Tymmes Place.

It was reported that there were still a number of pot holes causing problems on the parish lanes. The Clerk and councillors noted that while these were being reported using the Highways Dept website, it was agreed that **all councillors** would be more pro-active about reporting re-occurring problem holes.

16. **Planning:** There had been three new planning applications since previous meeting on 10/4/16:
- i) Received 16/3: DC/16/1056/FUL: The White House, Mill Lane, Hasketon IP16 6JL – Extensions and alterations. Response required by 6/5/16. No objections and therefore approved.
 - ii) Received 24/3: DC/16/1160/FUL: Hill House, Blacksmiths Road, Hasketon IP13 6JA - Single Storey extension to dwelling and Cartlodge to replace existing garage. Response required by 12/5/16. No objections and therefore approved.
 - iii) Received: 26/4: DC/16/1691/FUL: Proposed detached building to provide two additional workshops at The Vehicle Surgeon Ltd, Grundisburgh Road, Hasketon IP13 6HJ. Response required 15/5/16. There were some concerns about increased traffic along B1079, but it was agreed to support the application on the proviso that the anticipated increase in traffic to the site is modelled and factored into the 40mph survey of the B1079 that has been asked for from SCDC by Hasketon Parish Council and the late Cllr Peter Bellfield.

17. **Village Amenities & future village events**

- i) **Village Green:**

Playground

Slide: Cllr. I Whyte reported that he had consulted with Rospa, who were not keen on old style slides. However, Rospa had agreed there were no grounds to condemn the equipment and since the parish council had carried out all their recommendations, no further action was currently required. It was agreed that Cllr I. **Whyte** would be present at the next Rospa inspection scheduled for September. Cllr S. Batley proposed no further action currently required, seconded by Cllr P. Hunter, and all agreed.

Goal mouth: Members discussed the various options and concluded that the best option was to remove turf from goal mouth area and lay sand substrata before relaying turf. Cllr P. Hunter had obtained quote for carrying out the work, which had been circulated before meeting. It was proposed by Cllr S. Batley and seconded by Cllr P. Strugnell, that subject to a

formal survey, and a final figure within 10% of estimate, that work should proceed. All agreed. It was also agreed to look into possibility of utilising some of the District Council's Playscape Funds for the work.

Defibrillator: The Clerk reported that MF from VHC had confirmed the electrician who has undertaken work at the VH knows the building and is willing to quote for connecting a defibrillator on outside of building. However, due to recent events the Clerk had not progressed this line of action. The Clerk had however contacted BHF, who still had no funds but sent a list of suppliers, from which she had obtained various quotes which were not easily comparable. One more promising contact had been made via neighbouring parish council. Suggestion also made to contact E. England Co-op who had recently installed defibrillators outside their stores. Cllr S. Batley proposed and Cllr P. Hunter seconded the proposal that **Clerk** should proceed with arranging installation subject to maximum spend of £2,000.00. All agreed.

Victory Hall disabled car parking: It was agreed no action currently required.

Queen's 90th Birthday Celebration sports/tea party: Sunday 12 June. The Clerk reported that following the initial idea of celebratory event planned for June being mentioned in April Parish Magazine, she had received some responses from the villagers, and on this basis was asked to arrange to insert an invitation in May Parish Magazine for all parishioners to attend the free event on Sunday 12 June. The Clerk had booked the Victory Hall and spoken with various respondents about plans for the tea party. SALC had confirmed that the parish council has the power for limited expenses of the Queen's 90th birthday tea party celebration under Local Government Act 1972, s.145. The Clerk had obtained an initial quote for providing non-alcoholic refreshments of £2 per head.

After discussions, Cllr I. Whyte proposed and Cllr A. Nightingale seconded the proposal that based on per capita spend of up £4 per head the parish council offers maximum donation of £500 for costs of queen's birthday celebrations. All agreed. Cllrs Whyte, McWhirter, Strugnell, and Nightingale kindly offered their help on Sunday 12 June.

- ii) **Allotments**: The Clerk reported that she and Cllr S. Butters had discussed the history of allotment holder tenancy agreements. These were issued by various authorities and had not been updated even when the parish council assumed responsibility for their running in 2009. There was also an issue about some tenants apparently sub-letting their allotments. It was agreed that a meeting of allotment holders, the Clerk, Cllr A. McWhirter and S. Butters be arranged in June/July to resolve all outstanding issues so that updated tenancy agreements could be issued to start at 1st October.
- iii) **Village website**
Broadband /wifi mast on church initiation from Carlsford PCC. It was agreed this was private initiative of only possible benefit to immediate neighbourhood, so no further action required. Cllr S. Batley reported that here are good developments with Openreach and SCC on the second phase roll out, and he would circulate any new information as it arose.

18. Adjournment for members of parish to address council on matters relating to Hasketon. Mr J. Sayer spoke about concerns of dog waste, and traffic increases in village, which had already been addressed above, 9. Matters Arising, Litter pick & 15. Highways,

19. Resumption of meeting.

20. Correspondence – see attached.

21. A.O.B.

Cleaning of War Memorial: It was agreed not required until 2017 but **Clerk** to email Masters to remind them.

22. Date of next meeting : Thursday 14th July at 6.30 pm. Meeting Closed at 8.55 pm.

Isabel Clark, Hasketon Parish Clerk.

(DRAFT 30/5/16 & 1/6)