

MINUTES OF MEETING OF HASKETON PARISH COUNCIL

Held on 14th November 2019

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

Final Draft Minutes

Present: Parish Councillors (PCllrs) Alastair McWhirter (AM) (Chairman), Iain Whyte (IW) (Vice Chairman), Jemima Withey (JW), Stuart Dack (SD), Beccy Batley (RB), Sarah Butters (SB), District Councillor (DCllr) Colin Hedgley (CH), and David Keeble (DK), (Hasketon Parish Clerk)
Nil members of the public (MOTP) were in attendance.

1. Chairman Alastair McWhirter opened the meeting at 6.30pm and welcomed everyone to the meeting. He provided the usual health and safety information and advised the meeting could be recorded in any format.

2. Apologies for Absence: None received.

3. Declaration of Interests: None declared.

4. Minutes of Previous Meetings: The minutes from the meeting on the 12th September and the EO meeting on 5th November were accepted and approved as a true record and initialled by the Chairman.

Proposed – SD

Seconded - SB

5. Matters Arising from the Previous Minutes: Clerk advised that Cheque No. 100673 (Meeting 12/9/2019 - Minute 12(vi)) additional hours, was cancelled as this was paid with the monthly salary cheque, through SALC payroll service.

6. Invitation for Members of the Public to Speak: None present

7. Report from District Councillor: (previously circulated) DCllr CH presented his report to the meeting. He highlighted a further prosecution by the District Council of an individual for failing to clean up dog excrement in a public space. He referenced the forthcoming Planning seminars and encouraged the Cllrs to submit questions in advance to ensure any particular issues could be covered in the seminar. DCllrs also have an individual budget (Enabling Budget) which is available to local groups and CH invited applications from the PC.

8. Report from County Councillor: None received.

9. Ipswich Northern Bypass: SD reported that the STOP! Campaign had appointed Birketts Solicitors but no further information was available at present. The Chairman confirmed that the PC were able to consider financial support for the STOP! campaign upon receipt of an application detailing specific information on how any funds would be used.

The Chairman brought forward item 13 (Planning) to allow DCllr CH to leave meeting to attend another PC meeting elsewhere.

12. Planning.

i) Planning Application DC/19/4178/FUL – Oak Tree Cottage, Whitehouse Farm Road.

The PC resolved by unanimous decision to recommend approval of this application.

Proposed – IW

Seconded – SD

ii) Feedback on Previous Applications.

There were no recent unresolved applications to report.

10. Finance:

i) Summary of Accounts since last meeting (12th September 2019) (prev. circulated)

Clerk presented the accounts to 31/10/2019 showing a balance of £28630.54 in the savings account and £3423.59 in the current account. Bank statements and accounts had been checked by SD and initialled. It was resolved to approve and adopt accounts as presented.

Proposed – SD

Seconded - SB

ii) Approval of Invoices and Transfer of Funds (prev circulated) Unpaid invoices amounted to £941.11 as shown plus November salary slip (£192.13) totalling £1133.24 as detailed below: -

Andrew Deptford (Defib)	£114.00
Playsafety Ltd	£111.60
HMRC Tax (period ending 5/10/19	£137.20
Clerk salary Sept/Oct/Nov 2019 -net	£677.39
Clerk Expenses – period 7/8/19 to 31/10/2019	£39.05
SALC payroll Service charge -period ending 30/9/2019	£54.00

In addition there are forthcoming expenses anticipated at £756.00

Clerk recommended transfer of £2000 from savings a/c to current a/c.

It was resolved to approve transfer of £2000 from savings a/c to current a/c.

Proposed – IW

Seconded – JW

Further s137 donation shown (£1000) was not approved at this meeting.

iii) Precept 2019-20: Clerk confirmed receipt of precept as requested (£8475.15)

iv) 2018-19 Audit: clerk confirmed no comment had been received from the external auditors which indicated the regulations had been satisfactorily met.

v) Budget for 2020-21: (attached) a draft budget had previously been circulated for consideration for approval at the January 2020 PC meeting.

ACTION - All

vi) Precept 2020-21 Details from ESC were previously circulated for setting and approval following agreement of 2020-21 budget at January 2020 meeting.

v) Personnel Matters: Chairman to review clerk contract and update if necessary.

ACTION – Chairman

11. Village Amenities and Events.

i) Play Area Report:

a) Annual ROSPA safety check had been completed in September and the report circulated previously. The slide was main issue highlighted (see below) along with other minor matters to be followed up by IW.

ACTION - IW

b) Fencing: Some broken rails were identified in the ROSPA report which IW would attend to.

11. Village Amenities and Events. (cont'd)

Also commented on was damage to the foot of the wooden fence posts by the strimmers used by grass cutters but this was felt to be minor and required no further action at this point.

c) New Equipment: The ROSPA report identified issues with the slide and the consensus was that the slide should be replaced but also to look at improvements to the area generally, to make the area more family friendly. IW will make further investigations into this.

Clerk pointed out the PC has funds earmarked for new equipment (£1000) plus other opportunities existed for applying for financial assistance i.e. HAG Community Grant scheme.

ACTION – IW/Clerk

d) Sandpit Relocation: No progress to date. To be considered in overall refurbishment plans.

ii) Allotments:

a) No annual meeting has been arranged as yet. It was agreed that no meeting was required at the present time

Clerk reported rents for 2019-20 had been received apart from one tenant. SB reported she did not think the tenant in question was renewing their tenancy. Clerk to check.

ACTION – Clerk

iii) Bus Shelter:

Repair work still to be carried out. Clerk to arrange.

ACTION - Clerk

iv) Victory Hall:

IW reported on several aspects that required attention:-

1) Curtains – need replacing approx. cost £2000

2) Kitchen upgrade – Water Heater and dishwasher require replacement

3) Oven is getting much more use and does not really meet the demands.

4) Cupboards and sink also require upgrading.

Clerk confirmed PC has monies earmarked (£4000) to contribute to these works.

IW stated as well as an increase in regular bookings there were bookings over Christmas and the Charity Fair on the 24th November 2019.

ACTION - IW

v) Car Park:

IW reported he had looked into solar powered lighting, as well as improving the surrounding area to the tarmac entrance area to reduce wear on the grass. He also said installation of a handrail alongside the tarmac entrance was required to assist people walking from the car park to the Victory Hall. Clerk reported that there were earmarked funds, £2000 for car park and £1500 for disabled access improvements. IW will investigate possibilities further and report next meeting.

ACTION – IW/Clerk

vi) Bench: Clerk reported he is process of obtaining quotes for work.

ACTION – Clerk

vii) Trees: Annual tree survey is due. IW said the tree nearest the Victory Hall requires pollarding to allow more sunlight onto the play area. RB asked about encouraging more tree planting with in the Parish however the PC has limited space, and this would have to rely on landowners to agree to any tree planting initiative.

ACTION – Clerk

viii) War Memorial: Clerk reported he had received notification from Historic England confirming the War Memorial had been granted grade II listed building status, (Memorial only – not the surrounding railings). As such any maintenance work etc is governed by strict conditions and guidance on how that work is carried out.

13. Highways:

i) Traffic Issues: – Chairman reported he, SD and Clerk had met with representatives from Highways and CCIr Mary Evans (Portfolio Holder for Highways) in September and put various

13. Highways: (cont'd)

Highways matters to them, particularly the issues concerning the B1079. The outcomes, from what was felt to be a constructive meeting, are detailed below: -

1) B1079 - Investigate and consider the use of advisory speed limit signs for the bends at Grange farm end and Mill Lane junction end. These do not require legislation to implement.

2) B1079 - Consider simplifying the existing signage to emphasise the bends and the road narrowing aspect at Mill Lane end.

3) Extend the white line markings at the edge of the road round the bends at the Grange Farm end of B1079

4) Investigate the feasibility and cost of improving the adverse camber on the bend near Grange Farm entrance (B1079).

Also discussed were various measures that would result in improved visibility for vehicles exiting Grange Farm Shop/Café entrance.

ii) Potholes: It was noted that work was currently being undertaken around the village i.e. pothole filling. It was reported that this is in preparation for surface dressing work in the New Year.

iii) Overgrown Hedges: SB also stated that it is important for landowners to ensure hedges adjacent the highways are kept trimmed to enable the tarmac lorries to gain access.

It was noted that CCLlr Mary Evans was no longer Portfolio Holder for Highways and Clerk was instructed to write to the new incumbent to ensure they are aware of the issues raised.

ACTION – Clerk

14. GDPR: Data Processing) - Consent notices

All Cllrs have now completed consent notices.

15. Training:

Clerk advised that should any Cllrs wish to undertake any training opportunities they should contact him to arrange.

16. Council Ward Boundaries: - Consultation Extension

Clerk advised the Local Boundary Government Commission had extended the consultation period on the division boundaries for Suffolk County Council, the closing date now being 2nd January 2020. Comments can be submitted via the specialist consultation portal <https://consultation.lgbce.org.uk/>

17. SALC AGM:

Tuesday 26th November 2019, details previously circulated.

18. Passwords:

Clerk handed Chairman sealed envelope containing HPC passwords. (S/O 11a/b)

20. General Election 2019:

A General Election is to be held on 12th December 2019 and the Purdah is in force from midnight 6th November 2019 until 10pm 12th December 2019 and Cllrs should be aware of the implications of the purdah.

21. Correspondence: List previously circulated. Chairman advised he had also received notice of resignation from Georgie Wells due to relocation and no longer meeting the residency criteria. Clerk has advised East Suffolk Council and relevant vacancy notices have been posted.

ACTION – AM/Clerk

23. Date of Next Meeting and Close: Next meeting is on 9th January 2020 at Victory Hall, Tymmes Place, Hasketon, commencing at 6.30pm.

There being no other business the Chairman closed the meeting at 8.25pm.

David Keeble, Parish Clerk.

Signed;.....Chairman