

MINUTES OF MEETING OF HASKETON PARISH COUNCIL
HELD ON Thursday 12th March 2020
at 6.30pm in the Victory Hall, Hasketon, Suffolk.

Final Draft Minutes

Present: Parish Councillors (PCllrs) I. Whyte (IW) (Vice Chairman), S. Butters (SBu), S. Dack (SD), J. Withey (JW). A. Turner (AT), District Councillor (DCllr) C. Hedgley (CH), David Keeble(DK), (Hasketon Parish Clerk). One member of the Public (MOTP)

1. **Vice Chairman, Iain Whyte** opened the meeting at 6.30pm and welcomed all those present. He reminded everyone of the usual health and safety matters and advised that the meeting could be recorded in any format should anyone present wish to do so.
2. **Apologies for Absence:** Apologies were received and accepted from Parish Councillors (PCllrs) A. McWhirter (personal reasons) and R. Batley (Work Commitments).
3. **Declaration of Interests:** PCllr SBu declared her position as an Allotment holder and IW as Chair of the Victory Hall Committee.
4. **Minutes from the Previous meeting:** The minutes of the previous meeting of the 12th January 2020 (previously circulated) were accepted and approved as a true record and initialled by the Vice Chairman. Proposed
SD
Seconded SBu
5. **Matters Arising from the Previous Minutes:** There were no matters arising.
6. **Invitation for Members of the Public to Speak:** The MOTP accepted the Chairman's invitation to speak to the agenda item relating to traffic issues (Item 12 ii).
7. **Report from District Councillor:** DCllr CH presented the DCllr report which had been previously circulated. He clarified the statement from ESC Leader Steve Gallant regarding the Northern Bypass to the effect that he (SG) was totally opposed to any Northern Bypass proposal but would consider supporting other road improvement schemes i.e. to Seven Hills and Copdock interchanges. Also highlighted was further funding to assist rough sleepers in the ESC area. Changes to parking enforcement regulations come into force on April 6th and Enforcement Officers will be patrolling the streets throughout the ESC area from that date. Measures to try and encourage car park payments by card are being introduced although cash payments will continue. There will be a further opportunity for people to comment on a revised Local Plan for the East Suffolk area. CH also commented on the changes to an online planning consultation process which will see the cessation of paper documents being sent out to Parish Councils requiring them to consider how they will view documents at meetings in the future. CH encouraged the PC to contact him

regarding costs incurred with the purchase of any new equipment relating to this i.e. Screen/projector.

ACTION –

IW/Clerk

Finally, CH commented on the current Sizewell C consultation, particularly explaining the reasoning behind the District Councils decision to allow the felling of Coronation Wood for car parking. Most of the trees were over a hundred years old and diseased and the area would only be used as emergency parking when necessary and not concreted over.

10. Planning: (brought forward)

i) Planning application DC/20/0579/FUL, High House, Grundisburgh Road, Hasketon, (Previously circulated). I was resolved to recommend approval of this application.

Proposed –

JW

Seconded – AT

Clerk was instructed to respond accordingly.

ACTION -

Clerk

8. Report from County Councillor: No representative from SCC CCllrs were present and no report received. Councillors were conscious that no CCllr representative had attended a PC meeting for some while and it was resolved to write to the Leader of SCC expressing these concerns and requesting this situation be remedied for future meetings.

Proposed – SD
Seconded - SBu

ACTION - Clerk

9. Finance:

i) Summary of Accounts to 29th February 2020 (previously circulated and attached). The Clerk reported that the savings account currently stood at £26644.40 and the current account at £5760.04. The current account balance is boosted by receipt of £2500 enabling Communities grant for towards the Play area improvements. Also, the £1000 transfer recommended at the previous meeting has still not been processed by Barclays Bank.

Unpaid invoices and anticipated expenditure amounted to £1637 approximately and there

were sufficient funds in the current account to cover these expenses. The summary and bank statements had been verified and initialled by SD.

It was resolved to accept and adopt the accounts as presented

Proposed - JW
Seconded - AT

ii) Approval of Invoices and Transfer of funds. Clerk presented unpaid invoices to hand and those due for payment before end March 2020,

SALC (Payroll charge Period 6 months ending 31/3/2020.....	£54.00
HRMC 4 th Quarter period ending 5/4/2020 ... (Adjusted).....	£132.00
Clerk Salary – January and February 2019 (net).....	£384.26
Clerk expenses –(Period 01/01/2002 to 01/03/2020).....	£24.25
Total	£.594.51

It was resolved that these invoices be authorised for payment and Clerk recommended a nil transfer from the Savings account to the current account.

Proposed -

AT

Seconded - SBu

ACTION – Clerk

- iii) Adoption of Internal Control Report: Refer previous meeting.
- iv) 2020-21 Budget and Precept; Clerk confirmed Precept request was submitted on 10th January 2020 in line with recommendation of previous meeting.
- v) Audit Arrangements 2019-20. Clerk confirmed SALC had been appointed as Internal Auditors and that the Audit information has been received from SALC. Internal Audit documents have to be submitted to SALC on April 20th, 2020.
- vi) Personnel Matters. Further to previous meeting clerk raised an apparent anomaly in pay award statement received from SALC which he would clarify with them for next meeting.

10. Planning: (cont'd)

- ii) Updates on previous Applications. The Clerk provided updates on previous applications.

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11. Village Amenities and Events:

- i) Allotment issues; Nothing to report.
- ii) Play area – IW had carried out some research into various options relating to improving the play area. He is currently in process of obtaining quotes for various alternative schemes, i.e. refurbishing and making safe slide, new surround, circular picnic tables, benches, concrete table tennis table, removal of sandpit and other essential maintenance work.

ACTION – IW

DCllr CH left the meeting at this point – 7.15pm.

- iii) Tree Management – Clerk reported that Acorn Trees had been requested to carry out the annual tree survey and would be undertaken in the near future.
- iv) Car Park and Amenity Area; IW was in process of obtaining quotes to improve the entrance which has seen excessive wear to the grass surrounding area. **ACTION – IW**
SBU highlighted damage to the corner of the grassed area caused by the contractors undertaking the recent highways works. Clerk instructed to write to the Contractor and Highways requesting it be repaired. **ACTION - Clerk**
- v) Bus Shelter – nothing to report except that the broken ‘Tymmes Place’ place sign has been placed in the Bus Shelter and needs refixing in its correct location. Clerk to write to Flagship Housing in this respect. **ACTION – Clerk**
- vi) Bench; Minor repair is still required. SD to undertake. **ACTION - SD**
- vii) Footpaths; nothing to report
- viii) Dog Waste and Rubbish Bins; SD raised issue of dog fouling around village. The consensus was that people were aware of the law and their individual responsibilities and no further measures were considered necessary at present.
- ix) Victory Hall (Village Hall); IW reported that progress is slow although some small improvements have been made i.e. new curtains and a blackboard, the kitchen refurbishment was still under consideration. **ACTION – IW**
- x) Breakfast Club; IW reported the Victory Hall had received a donation of £200 from the the Breakfast Club which was proving very popular and thanked Chloe and Steph for their efforts plus the PC for the initial start-up grant.
- xi) Grass Cutting/Hedge Trimming - Maintenance Contract; It was resolved to accept the quote from NORSE of £933.18 plus VAT for the annual contract. **Proposed – JW**
Seconded – SD
ACTION - Clerk
- xii) Village Litter Pick – A date has been set for the Annual litter Pick and confirmed with Suffolk Norse who provide the necessary equipment -Sunday April 19th, 2020. Village hall Victory Hall booked 10am to 2pm. **ACTION - Clerk**

12. Highways:

i) B1079 – Clerk reported the invoice (£723.82 +VAT) had been received from SCC for the design work.

It was resolved pass the invoice for payment to allow SCC to proceed with this stage of the work.

Proposed – SD

Seconded - JW

ACTION - Clerk

ii) Clerk had contacted SCC Highways regarding the 20's Plenty speed signs and had received a reply stating these had been installed in some villages adjacent schools but the budget was now exhausted. However, the reply referred HPC to the information on the SCC webpages relating to this issue and the relevant criteria. It was agreed further consideration of the matter was required before any decision taken.

13. **Woodbridge ASB Meeting Group:** Next meeting is on April 16th, 2020 and JW is hoping to attend. This meeting provides a forum for local Parishes to raise issues relating to anti-social behaviour directly with the Police and ESC staff.

ACTION – JW

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14. **Annual Insurance Renewal:** Annual Insurance is due in June. Clerk stated the renewal information normally arrives and requires a confirmation of renewal before the next meeting. It was resolved to accept BHIB quote (preferred Insurer by NALC) subject to there being no significant changes and the charge is within 10% of the current quote.

Proposed –

SD

Seconded - JW

Action - Clerk

15. **Sheep Talk:** SBU advised the land off Blacksmith Road on the approach to the village from Woodbridge has been sold recently and now leased to the National Trust and is now home to a flock of rare breeds sheep. The Shepherd, Andrew XXXXXX is giving an onsite talk and tour of the flock, along with his sheepdog, Kite. On the 1st April and invites anyone interested to attend. Clerk will past event on HH.

ACTION –

Clerk

16. **Digital Mapping:** Clerk drew attention to this company who provide a digital map of the Parish mapping all aspects i.e. trees, bins, play area etc which then be accessed online through a password login system. Maps can be accessed that show the different assets i.e. trees, that can then be used for such things as maintenance etc. It was not felt that Hasketon warranted this facility.

17. **Training; SBU** is due to attend a course covering aspects of allotment management. Clerk reminded new Councillors that whilst the new Councillors course was not obligatory it did provide a useful insight to the requirements of being a Councillor and Councillors were encouraged to attend if possible.

18. **Correspondence List (Prev. circulated):**

19. **Date of next meeting:** Thursday 14th May at 6.00pm (Annual Meeting of the Parish) and 6.30pm (Annual Parish Council Meeting) in the Victory Hall, Tymmes Place, Hasketon.

Meeting closed at 8.47pm

David Keeble, Parish Clerk.

Signed Iain Whyte, Vice Chairman