

**MINUTES OF MEETING OF HASKETON PARISH COUNCIL**  
**HELD ON 17<sup>th</sup> November 2022**

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

**Final Minutes**

**Present:** Stuart Dack Chairman (SD), Parish Councillors (PCllrs), Iain Whyte (IW) (Vice Chairman), Ann Turner (AT), Bill Helm (BH), Beccy Batley (RB), Niki Field (NF) and Steve LECKIE (SL), (Hasketon Parish Clerk).

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

**1. Welcome:** Chairman SD opened the meeting at 6.30pm and welcomed everyone present.

**2. Apologies for Absence:**

Apologies were received from County Councillor (CCllr) Elaine Bryce and District Councillor (DCllr) Colin Hedgley.

**3. Declaration of Interests:** None.

**4. Minutes from the previous meeting:** Minutes of meeting held on 8<sup>th</sup> September 2022, and the EO meetings on 18<sup>th</sup> October 2022, all previously circulated, were accepted and approved as a true record and initialled by the Chairman.

**5. Matters arising from the previous minutes:**

**Item 6** – Action to address the issue of potentially dangerous discharge at the Turks Head Public House. The Clerk (SL) advised that the Environment agency has been advised of the HPC concerns and would address the issue. SD advised that the tank was regularly being emptied but that he would contact the Operations Director by mail to request an update. **ACTION: SD**

**SD – Issues appear to have been resolved at this time**

**Item 8** – SL stated he had emailed County Councillor (CCllr) Elaine Bryce re a traffic update but had received nothing to date. To be followed up again. **ACTION: Clerk**

**SL – still nothing received to date**

**Item 10 (i)** Banking – SL advised that statements were now in receipt by him, but he still had no promised access to the account as Barclays had directed incorrect forms. Further work to be progressed by SL and SD to seek best provider in the future. **ACTION: Clerk and SD**

**SL – On going issue to be resolved by SL and SD**

**Item 10 (v)** SL stated VAT return had been submitted and acknowledged for £388.80 but as yet no funds had been received.

**SL – Funds now received**

**Item 10 (vi)** SL stated new equipment would be progressed now accounts were under control by him, as previously agreed. **ACTION: Clerk**

**SL – New phone as agreed to be purchased within Black Friday deals.**

**Item 12** – Village amenities

Play Area Report

**SD- stated proposed subgroup still to meet and progress /ongoing– [SD,SL,NF,IW]**

**IW – Footpath quotes not resolved to date**

**Victory Hall Report:** IW reported cleaning issues needed to be addressed regarding differing groups use of the facilities. Local quotes are to be sought by IW from within the community. IW seeking development of a possible internet connection at the Victory Hall. **ACTION – IW**  
**IW – Cleaning now in hand**

**Tree Management:** The Jubilee Tree had been helped during poor weather by local resident Charlie Ralph who would be sent a letter of thanks. **ACTION – SD**  
**SD – Letter omitted in error/ to be resolved by him**

**Footpaths:** BH reported that there are 14\*\* footpaths numbered in the Parish and he would produce a map. AT to speak to the Environment agency of ditches within the boundary.

**ACTION – BH/AT**

**BH – currently walking and checking 40\*\* documented footpaths.**

#### **6. Invitation to Members of the public to speak:**

One of the MOP spoke about their concerns over the ongoing Planning application at Wilderness Farm , Whitehouse Farm Road, Hasketon, Woodbridge, Suffolk, IP13 6JP [DC/22/3673/FUL].

SL indicated that no decision had been made and a highways issue was yet to be addressed. A TPO indicated a tree on the site had been visited but the report stated it not perceived to need protection. It was resolved to consider a second opinion via a local expert.

There was discussion about this area being of special interest for wildlife and in particular newts. The MOP gave details of experience with issues resolved about these matters. It was resolved to raise these points should this matter go to further committee consultation.

There was discussion with regard to the pre planning advice and it was resolved to write to the Head of Planning to apply for access to the actual advice given which had been declined upon current request.

**ACTION: BH/CLERK**

A MOP spoke about continued concerns upon receiving news that Sizewell C had been given the go ahead.

The Playground was discussed and various equipment was suggested including ‘monkey bars’ but the main issues and concerns revolved around accessibility. IW gave details of safety conformity and SD gave details about the proposed subgroup to progress future development.

A MOP asked for consideration to given to suitability of use of equipment by persons with disability, possibly extra-large items.

**ACTION: SD**

A MOP present was asked to address the council by SD at point 11 with regard to Wilding issues.

#### **7. Report from District Councillor: (previously circulated)**

His report featured the concerns regarding retrospective planning applications.

It also discussed ‘Sleeping Rough’ initiatives being undertaken by the East Suffolk Council.

More topically it highlighted efforts being taken to provide assistance to the community through initiatives such as ‘Ease the Squeeze’ and road shows across the County including a new food support scheme.

Information was also provided about the new Seashore Village development at Felixstowe and design awards given for new local projects.

8. **Report from County Councillor:** none received at this time

9. **Planning:**

To Consider the Following Two Planning applications: -

i. DC/22/4232/FUL

Proposal: Remove glass conservatory roof and replace with solid roof and lantern light. Change external door openings to conservatory. Installation of wood burner and insulated flue.

Site address: Mill House, Mill Lane, Hasketon, Woodbridge, Suffolk, IP13 6HQ

It was resolved to offer no objections to this application.

Proposed - NF

Seconded - AT

**ACTION – Clerk**

ii. DC/22/4231/FUL

Proposal: Residential conversion of two redundant agricultural barns following the class Q approval.

Site address: Barn At, Oak Tree Farm, Chimney Pot Lane, Hasketon, Woodbridge, Suffolk

It was resolved to offer no objections to this application.

Proposed - BH

Seconded - AT

**ACTION – Clerk**

iii. Updates on previous applications.

Clerk provided updates on previous applications. This information is available on East Suffolk Council public access planning portal.

10. **Finance:**

i. Summary of Accounts since 9/9/21. (attached)

Clerk reported an overall balance of £38526.39 being £35063.84 Savings account and £3462.55 current account.

This includes approximately £15000 earmarked sums for various works yet to be undertaken. It was resolved to approve and adopt the accounts as presented.

Proposed – IW

Seconded – SD

li. Approval of Invoices and Transfer of Funds. Unpaid invoices amounted to £347.20 and anticipated expenses to January meeting £4418.96. This includes some admin items and an anticipated new clerk phone.

Clerk recommended a £5000 transfer of funds which was notified to bank On 041122 and transferred on 081122.

Clerk additional hours – Invoice No 2022 01.....£69.78

Admin/Clerk Expenses (period 10/10/22 to 17/11/22) ..... £66.80

It was resolved to approve the invoices for payment.

Proposed – IW

Seconded – SD

**ACTION – Clerk**

Clerk confirmed the accounts had been checked and approved by AT

iii. Draft Budget for 2022/23. The draft budget has been previously circulated for consideration and approval at the January 2023 meeting.

It did not take into account the Clerk Salary rise and back pay from April 2022.

**ACTION – All**

iv. Precept 2022-23. (Details previously circulated). Clerk advised the precept request submission date was no later than 28<sup>th</sup> January 2023. 2021-22 precept was £8475.15 SL stated the tax base for Hasketon Parish Council for the coming year will be 186.36 for Band D equivalent properties.

This means that if the requirement was to be the same as for the current year 2022/23 (i.e. £8,895.05), this would result in a charge of £47.73 for a Band D property and this charge will show as -1.36% change on the 2023/24 Council Tax bills against the Parish element.

If the Parish Council wished to keep its tax charge the same as 2022/23 (i.e. £48.39) which would show as a 0% change on the 2023/24 council tax bill, a precept of £9,017.96 would need to be requested.

**SL suggested the -1.36% option may be more favourable in the current economic climate.**

**ACTION – Clerk**

v. 2022-23 Internal Audit (Appointment of Auditor). It was resolved to appoint Suffolk Association of Local Councils auditor service.

Proposed – AT

Seconded – NF

**ACTION - Clerk**

vi. Election Costs. SL gave information concerning the 4 Yr renewal point and the possible costs involved depending on new applications/renewals of Councillors. Money has been included as a basic cost in the new 2023-24 Budget Draft.

vii. Personnel Matters.

a) Clerk Additional Hours. An invoice for four additional hours was agreed (refer item 10 (ii))

b) 2021-22 National Salary Pay Award has been agreed and amounts to £1 an hour increase back dated to April 1<sup>st</sup>, 2022.

#### **11. Hasketon Wildlife Garden weekend** [Weekend of May 27th/28th/29th May 2023]

a) Rewilding HPC verge

MOP spoke in detail about the weekend which was to involve the opening of 3 local gardens specifically to encourage public rewilding in the village. It was to demonstrate by example. There was discussion regarding areas left to go wild without planting / use of ponds/ hedgerow and pollination. It was suggested some areas of the village green could be left unmown until later in the year. It was agreed this needed to be controlled and not seen as a messy development.

SD gave information about a proposed new contract concerning grass cutting for 2023-24 and how this may be incorporated. It was agreed there was a need for signage and posts. It was thought the area by the new bench and table and car park edges would be suitable.

[Costs in principle Bee signs £25 each/ 4ft posts x10]

Proposed – NF

Seconded - RB

b) Bulb planting/location/funding – SD purchase of Bulbs for planting around village sign. [Daffodils/Snowdrops/Bluebells] £80.34

Proposed – NF

Seconded - AT

### **12. Ease the Squeeze:**

a) Warm rooms SD gave an overview of the work he had researched in relation to the topic. He indicated funding was available but requirements that rooms need to be open 3 days a week for 6 hours to be funded. This was a difficult ask for a small community. It was agreed by IW that the Victory Hall could be made available on Thursdays for a couple of hours. This would be run by Elsa McKenzie with some assistance. It was to be promoted as a social space due to possible social stigma.

b) A breakfast club was proposed at the Victory Hall on a Sunday morning. It was proposed to charge £8.50 but subsidised by the Hasketon Parish Council by £3.50. it would be run every two weeks and be an information hub for any literature from East Suffolk. There would need to be an element of pre booking and produce was to be locally sourced. It was agreed children should be free if subsidised. It was agreed that there would need to be invoices for the service provided and the Clerk would deal with finance with the two proposed organisers though SB.

£2000 to be allocated for the project.

Proposed - BH

Seconded - AT

**ACTION – Clerk**

IW suggested the community may be encouraged to the venue by using the topic of Family History. There will need to be a rota established and safeguarding will need to be addressed. IW suggested the Victory Hall costs will be minimal. AT and NF stated they would be happy to be involved.

There will need to be publicity in the magazine on Facebook and on the HPC website.

It was stated that Public House could be approached to possibly open on a Monday and Tuesday as an extra option and the public offered some discount.

### **13. Quiet Lanes Update:**

BH stated the initial fee for the Quiet Lane Scheme would soon be requested and that Hasketon Parish Council were in the 'First Phase'. The amount was £350. It was agreed to make payment upon demand. BH to make further communication as the SPOC to confirm arrangements.

Proposed - BH

Seconded - SD

**ACTION – Clerk**

### **14. Orchard:**

a) Location – SD thanked NF for the research carried out by her. NF reported she had consulted the allotment holders regarding the possible location of the community orchard at that location, but it was felt this may cause disruption and intrusion. This area was also thought to be too shady. It was agreed the 'orchard' need not consist of one location. It was agreed some trees could be located in a newly proposed wild area- along car parking edges and possibly in front of the Victory Hall

b) Funding – Whilst amounts not agreed at this time. Agreed in principle to allocate funds for the project.

**15. Village Amenities and Events:** Only matters to be reported were discussed.

i. Play Area Report.

a) Fencing – Wooden rail replaced by IW (invoice to be paid)

b) new equipment – See subgroup already discussed.

**ACTION – IW/SD**

ii. Allotments. a) Clerk SL advised invoices for 2022-23 rentals have been sent out but only two payments as yet received.

b) Reminders will be issued.

**ACTION – Clerk**

iii. Bus Shelter/noticeboard and village sign. SL reported all will require some attention in the Spring. It may require some contract work.

iv. Victory Hall –

a) Refurbishment \_ Plans are in the process of being formulated for further improvement works.

**ACTION – IW**

v. Amenity Area/Car Park - Ownership / Grass contract. Plans are in the process of being formulated for further improvement works. New contract for grass cutting being negotiated.

**ACTION – IW/SD/Clerk**

vi. Benches - SL reported all will require some attention in the Spring.

vii. Trees – SL progressing tree reports and costings. ACTION - Clerk

viii. Footpaths/Public Rights of Way/Bridlepaths - see Matters Arising Item 12.

ix. War Memorial. (Railings)

x. Grit Bins

xi. Christmas Carol Concert-Village Green (Tymmes Place) 14 December 1800-1900hrs.

**16. Highways: not discussed**

**17. Training:**

Training is available for both the new or current Councillors if requested to the Clerk.

**18. Councillors Register of Interests:**

SL reminded Councillors that it is a requirement in law to complete the Register correctly.

It is therefore important to ensure Councillor entries are correct and up to date.

**ACTION – Councillors**

**19. Village Hall Broadband: (Previously circulated email)**

IW discussed the contents and advised that he was progressing the best opportunities. Free options were still a possibility, but it was agreed this was a necessity with current financial issues and the possibility of use by the community in 'warm rooms'.

**20. Correspondence.** (Lists attached)

**21. Date of next Meeting and close.**

Thursday 12<sup>th</sup> January 2023 at 6.30pm in the Victory Hall, Tymmes Place, Hasketon.

The Chairman closed the meeting at 8.49pm. \_

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

Steve LECKIE Parish Clerk