

MINUTES OF MEETING OF HASKETON PARISH COUNCIL

HELD ON 14th March 2024

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

Draft Final Minutes

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

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

District Councillor Dan Clery (DC) was also present.

1. **Welcome & Introduction:** SD welcomed everyone in attendance.

2. **Apologies for Absence:**

Apologies were received from Chris Everson (CE) and William HELM (BH).

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

4. **Minutes of Previous Meetings:**

Parish Mtg 11/01/24 and 22/02/24 Extraordinary Minutes of meeting held previously circulated, were accepted, and approved as a true record and initialled by the Vice Chairman (IW).

**Proposed AT
Seconded IW**

5. **Matters Arising from Previous:**

OUTSTANDING FROM PREVIOUS

MATTERS ARISING

11th January 2024 HPC Mtg

Item 8 - County Councillor: Report received and circulated as EB unable to attend.

Item 10ii - Finances: £1000 transferred and invoice of £6797.86 paid.

Item 10iv – Precept application submitted.

Item 10vi b – Application submitted for increase in hourly rate in line with new pay award.

Item 11 - Rewilding update: Clerk,NF,BH,SD have progressed this project refer later item.

Item 12 - Community Emergency Plans: AT developing plan.

Item 13i – Play area. Clerk met with Local contractor Contract being finalised and methodology of work. £25 an hour on a monthly basis.

Item 13ii - Allotment advertised by Clerk no takers at present.

Item 13iv – Village Hall. IW has advised new dishwasher plans cancelled. New lights and heating to be pursued.

Item 13viii – Clerk submitted possible solution for new bench to IW-outcome awaited.

Item 13viii - Tree management see Amenities later.

Item 13x - Grit bins. Bin purchased and site cleared. Grit request submitted.

Item 15 – Grant request – donation forwarded to Headway.

22nd February 2024 EO HPC Mtg

Item 5i and ii – Planning response sent.

At a meeting of the Hasketon Parish Council on Thursday 22nd February 2024 consideration was given to the application. The Parish council reviewed the comments by Robert Scrimgeour, Principal Design and Heritage Officer but disagreed with his negative comments concerning the proposed roof lights. There were rooflights in the earlier extension and they feel these do not detract from this new application causing no concern for the adjacent dwelling or nearby properties.

It was therefore resolved to offer no objections to the proposal.

Item 6 – storage unit. Purchase agreed but currently out of stock. Clerk to pursue.

6. Invitation for Members of the Public to Speak:

A MOP stated that they thought the newly emerging bulbs looked good and noted the new trees outside the Victory Hall and around the car park. NF thanked the MOP.

The Reverend Mark Cresswell will be installed by Bishop Mike and Archdeacon Rich on 24th April 2024 at 7.30 pm at St Marys Grundisburgh. The Parish Magazine was also looking for some extra funding and SD advised the MOP to formally apply to the Parish Council and funds would be made available.

A MOP indicated the date of the last EO Mtg was recorded wrong. This was noted by the Clerk SL.

A MOP then complained about the mud deposits on Chimney Pot Lane I the centre of the road Chairman SD advised BH would be notified, and this would be followed up. When asked if it had been reported online but they stated it had not. Damaged steps of the public footpath behind Little Manor which they said were unsafe. It was also reported the Dabbs path was in poor condition. SD commented that the bank needed some support.

A MOP asked how much was donated to Headway charity and the Clerk SL advised £100. They also asked if the council were donating to the Air Ambulance. The Clerk SL indicated they had in the past but responded to requests.

A MOP queried the date of the Annual General Meeting and asked if more publicity could be given. The chairman SD advised it was published on the website and noticeboard together with the Parish newsletter, but it could also be placed on Hasketon Happenings.

ACTION – Clerk

7. Report from District Councillors:

Reports received and circulated.

DC who was present gave an overview of his report. In particular he mentioned new long routes being proposed for walking and cycling. He spoke about Public Transport trials which were domain responsive and travelled when booked. The 'Catch' service from Wickham Market was discussed and stated other methods would be trialled for a year. It was a Suffolk Coastal initiative. The funding was agreed for a year.

The cycling was to encourage a mixture of users and increase long distance routes for leisure and shopping. IW raised the difficulties experienced in Spain using such schemes. AT spoke of utilising a more circular route to encompass Hasketon.

8. Report: County Councillor: No Report received

ACTION: Clerk

9. Finances:

i. Summary of Accounts since 31/01/24 (attached)

Clerk reported an overall balance of £16233.07 being £11243.98 Savings account and £4989.09 current account.

However Interest £60.94 gained and further debits since the last statement leaves £3715.84.

Clerk confirmed the accounts had been checked and approved by AT.

[*CALCULATION TO BE CORRECTED on two columns but overall sums were correct]**

It was resolved to approve and adopt the accounts as presented.

**Proposed NF
Seconded IW**

ii. Approval of Invoices and Transfer of Funds.

CLERK requests transfer of funds £5000

Online invoices amounted to £11057.50 and £1273.25 since the last statement.

DATE	C/DD/OL		To Whom Paid	REASON	
17/01/2024	OL	SD	steve LECKIE [CLERK]	PAY (JAN 22)	398.88
17/01/2024	OL	SD	LUKE BARKER	PAVING PROJECT [P2]	6089.8
23/01/2024	DD		TESCO	TESCO MOBILE	9
24/01/2024	OL	SD	steve LECKIE [CLERK]	EXP 23-24 05	58.50
24/01/2024	OL	SD	GLASDON	PARKING POSTS	1573.73
30/01/2024	OL	IW	HEADWAY SUFFOLK	CHARITY DONATION	100.00
06/02/2024	OL	SD	MATERIAL CHANGE COMP	COMPOST RE WILD	293.64
08/02/2024	DD		TESCO	TESCO MOBILE	9
08/02/2024	OL	SD	steve LECKIE [CLERK]	RE WILD HOSEPROD	336.39
21/02/2024	OL	SD	GLASDON	GRIT BIN	230.66
21/02/2024	OL	SD	steve LECKIE [CLERK]	PAY (FEB 22)	243.05
22/02/2024	OL	SD	LUKE BARKER	INSTALL POSTS	441.6
29/02/2024	OL	SD	IAIN WHYTE	OUTSIDE TAP	20.19
29/02/2024	OL	SD	A L M TURNER	4 APRONS	100.59
29/02/2024	OL	SD	KATIES GARDEN	3 TREES AND STAKES	192.47
04/03/2024	OL	SD	THE TREE GP LTD	TREE PRUNING	960

Unpaid invoices:

Admin/Clerk Expenses (period 11/01/24 to 14/03/24) £118.80

It was resolved to approve the invoices for payment and the transfer of funds.

Proposed IW

Seconded RB

- iii. Adoption of Internal Control Report - **ACTION checked and approved by AT. SD signed the Chair section.**
- iv. Audit Arrangements 2022-23 – Internal audit process due Later in March but Clerk (SL) indicated unless there were any objections he advised the council to pursue this through SALC.

It was unanimously agreed, and costs advised that would exceed approximately £250.

Clerk (SL) indicated AGAR [annual governance and accounting return] would follow the internal submission via Littlejohn.

- v. Clerk matters.
 - i. Additional Hours Clerk (SL) requested payment of 5 additional Hours for attendance at the ESC Planning Forum.

Proposed AT

Seconded SD

- ii. Grants - Capital Grant Funding/ Locality and Councillor Grant
Clerk (SL) indicated CGF closed currently but would open in the new financial year when he proposed to bid for funds. A further grant had been obtained through DC for £481 for a proposed new recycled material picnic bench, as requested for the rewilding project. The clerk SL sought a formal proposal for the purchase.

Proposed IW

Seconded NF

- iii. Allotment credit £20 received.

10. Planning:

- i) Update on Previous Applications.

SL gave an update on the recent approval of DC/23/2718/FUL.

The Garage, Grundisburgh Road, Hasketon, Woodbridge, Suffolk IP13 6HJ.

There were no new conditions outlined as shown in the email previously circulated.

- ii) ESC Planning policy – Recent Forum

The Clerk SL gave an overview of the recent Planning Forum he had attended.

One of the main issues being Pre-Planning Advice. He indicated the disclosure of this material was still not fully supported by ESC, he reminded Counsellors to read the email circulation from the meeting and showed some examples.

11. Village Amenities and Events: Updates only

i) Allotment Matters – outstanding fee now paid / Clerk SL indicated a complaint had been made of dogs -accessing the area for exercise walks damaging plants and defecating. This had been addressed by the Allotment representative [Sarah Butters].

ii) Play Area

a) Maintenance

SL stated he had met a local man from Framlingham who weekly serviced the Woodbridge areas either directly or through consultation. The Clerk SL stated he had drafted a basic contract and work schedule which had been presented to the Chairman before the meeting. He then read the contents. The costs would be £25 an hour for inspection and further monies at that rate for repairs. It was agreed that a monthly period would be sufficient, and it was agreed SL should pursue this person.

ACTION – Clerk

b) Refurbishment Plan

Still pending till new funding becomes available.

iii) Victory Hall (Village Hall)

a) - Parking

There had been complaints received about parking around the Hall and in Tymmes Place. SD suggested possibly purchasing traffic cones but indicated there was no power to stop the dangerous parking. Vehicles had been noted on pavements. A group of walkers who meet use the car park once a week and the Clerk SL agreed to contact the organiser to give advice. AT also stated she had tried to get the complaint to the meeting with no success but would follow up the discussions with them.

ACTION – Clerk

b) – Plans / Grants

IW and the Clerk SL had spoken to plans and a grant was to be sought to service new LED lighting for the ceiling and possible better heating together with a new hot water tank. There would be no industrial dishwasher at this time. New Kitchen units were sought after the summer Fete.

c) – Aprons

AT purchased Breakfast Aprons. SD thanked her for her efforts.

iv) Tree Management

Tree management had been completed within the budgeted figure and mulch being utilised. Spare material available for use by the community.

v) Amenity/Car Park area

a) - Quote had been obtained to extend the new driveway as vehicles were already reversing over the new beds. The contract was for a tradesman in the local community – Luke Barker as previously used. The Clerk SL requested a proposal, and it was agreed.

**Proposed IW
Seconded NF
ACTION - SD**

b) – grants – To be pursued by the Clerk

vi) Bus Shelter/noticeboard and village sign.

Refresh to be done later in Summer.

vii) Benches – Maintenance / new bench

A new recycled alternative bench had been sent to IW to show to family of previously donated bench. It had a good natural appearance - decision awaited.

viii) Footpaths

BH to be consulted as previously stated earlier.

xi) Grass cutting/Hedge trimming NO UPDATE.

ACTION – CLERK

12. Highways:

i) GRIT BIN. Clerk (SL) new grit bin awaits installation and filling. He also indicated the Council should provide a nominated person for each bin.

ii) Other Traffic issues in village -Potholes discussed and continued use of online reporting required. Clerk SL stated he received details of electronic speed signs but that they were expensive. SD dismissed these at this time as there were better alternatives.

iii) parking – As discussed.

13. Rewilding and other initiatives:

Update on plan given by NF. There had been trees planted on the car park area and outside the Victory Hall. Neighbours adjacent were consulted and pleased with the planting. There is further site work to be carried out and further shrub and grass seeding to be completed.

NF then spoke about the published plans for a new bench outside the Victory Hall to aid community use. IW stated he would prefer this inside the play area. There had been no objections received but it was agreed to go ahead with the purchase to match the existing one.

ACTION - CLERK

14. Annual Insurance renewal: Increase allowance/quotes

The Clerk to Pursue quotes for the annual premium that was within a 10% increase of the current costs from the current provider BHIB. It was expressed that it would be ideal to continue with the current provider.

Proposed – SD
Seconded – IW
ACTION – Clerk

15. Community Emergency Plans:

AT continues to develop a local plan which will be provided to the relevant bodies when complete. Control will remain local though several SPOCs.

ACTION - AT

16. SALC forum:

- a - 20/03/24 – ESSL
- b – Local councillor magazine

SD advised the Council to read the email containing the new magazine which contained useful information, including aspects of the use of Ai.

17. Sizewell C: Forum / Zoom meeting overview.

IW to take on this action and report back.

18. Cycling: public views

Plans were mainly centred around Woodbridge but Councillors were requested to give some time to the new plans. No obvious benefits to Hasketon at this time.

19. Grants: Headway acknowledged £100 gift and thanked the Parish.

20. Date of Next Meeting and close: 14/05/2024 closed 20.22 hrs

Steve LECKIE Hasketon Parish Clerk.

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

Steve LECKIE Parish Clerk