

**MINUTES OF THE MEETING OF HASKETON PARISH COUNCIL**  
**HELD ON 21<sup>st</sup> November 2024**

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

**Final Minutes**

**Present:** Stuart Dack Chairman (SD), Parish Councillors (PCllrs), Ann TURNER (AT), Councillor William HELM (BH), Beccy Batley (RB), and Steve LECKIE (SL) (Hasketon Parish Clerk).

There was 1 member of the public (MOTP) in attendance. [see Item 5]

1. **Welcome:** Chairman SD opened the meeting and welcomed those in attendance.
2. **Apologies for Absence:** Apologies were received from Councillors Iain Whyte (IW) (Vice Chairman), Niki Field (NF), County Councillor Elaine Bryce, and District Councillor Dan Clery (DC), which were accepted.
3. **Declaration of Interests:** None declared.
4. **Minutes from Previous Meeting:**  
HPC mtg 12/09/24 and EO Mtg 30/09/24 prev. circulated, were accepted, and approved as a true record and initialled by the Chairman (SD).
5. **Co-option of Parish Councillor:** BH introduced a candidate to the Parish Council and the Clerk SL gave an overview of the expected role of a councillor. He went on to explain the election procedure of the meeting and the documents and training that would be available to the candidate.  
The MOP identified himself as Mr William Longe (WL) and gave an overview of himself and the reasons for his expression of interest in the role.  
The Chairperson SD then explained the election procedure and his desire to have a suitable candidate.  
It was resolved to co-opt William Longe (WL) to the Parish Council.

**Proposed - BH**  
**Seconded – AT**

6. **Matters Arising from the Previous Minutes:**

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Item 12 Village Amenities and Events:

- vii. Benches – Two new benches obtained. Proposed to add two new Plaques. SL agreed to complete the purchase. SD proposed a sum of £200 be allocated to cover the costs.

**Proposed - SD**  
**Seconded – AT**  
**ACTION – CLERK.**

300924 EO Mtg Hasketon Parish Council Meeting

Item 5 Planning – DC/24/3033/VOC

Clerk submitted comments on behalf of Council:

**Proposed Erection of 2 no additional workshops - revised drawings submitted due to an existing high pressure gas main passing through the site, ensuring construction of new buildings within 15m of said pipe is not permitted.**

**Garage, Grundisburgh Road, Hasketon, Woodbridge, Suffolk IP13 6HJ**

At a meeting of the Hasketon Parish Council on Monday 30<sup>th</sup> September 2024 consideration was given to the application.

This is a Variation of Condition Application To Planning Permission DC/23/2718/FUL for the erection of 2 no. additional workshops.

The proposed workshops represent one infill addition between two existing buildings with matching materials and one standalone single storey building clad in metal sheeting. The main objections relate to the construction and movement of the standalone building.

The Parish Council Would like to emphasise comments made under the original application.

1. The Application states:

***2.06 The existing trees and hedges which surround the existing site provide a substantial screen to the premises when viewed from Grundisburgh Road.***

This clearly is not the case as the new application has moved the building into clear view from the carriageway and adjacent properties. The building is now situated at the highest point of the site. There are deciduous trees on the other side of the driveway but nothing on the slope leading to the proposed development.

The Parish Council believe the property needs to be screened by hedgerow as agreed in the original application DC/14/0093/FUL, which was removed and never replaced, and never followed up by Planning.

2. The Parish Council note the comments by the Planning officer:

***9. No additional external lighting shall be installed at the application site without the prior submission and approval of an external lighting scheme.***

However, they are mindful of parishioner complaints concerning the existing lighting scheme, including the luminance levels and continual activation of PIR modules. The Parish Council believes there should be no further lighting on the site due to the impact on residents and wildlife in the area, including the ecological environment.

3. The Parish Council note the comments by the Planning officer:

***8. Prior to the installation of any heat pumps, compressors, extractor systems, air conditioning, refrigeration or any other fixed plant, a noise assessment shall be submitted to the Local Planning Authority.***

However, they believe this new workshop will increase noise for local residents and will not protect the local environment. The new design now has two doors which could be open during garage activities.

4. The Application states:

***3. The materials and finishes shall be as indicated within the submitted application and thereafter retained as such.***

The Parish Council would like the paint scheme to be as non-evasive as possible due the height of the construction and consideration given to a natural colouring scheme.

7. **Invitation to Members of the Public to speak: None present [See Item 5]**

- 8 **Report from District Councillors:** DC not present but his report has been circulated.

- 9 **Report from County Councillor:** EB not present but report to be circulated upon receipt.

## 10. Planning:

### i. **To Consider Planning Application:** DC/24/3864/FUL

Proposal: Extension and alterations to existing dwelling and detached annex.  
Site address: Little Dial, Blacksmiths Road, Hasketon, Woodbridge, Suffolk IP13 6JA.

There were concerns that construction of living accommodation had taken place prior to approval and whether the applicant may carry out similar alterations without consultation. SD indicated he had received an email which he passed to SL concerning the application. SL indicated this was not on the ESC web site. SL agreed to consult with the planner prior submission of comments from the Council. There was agreement that the applicant appeared to be responding to neighbourhood complaints.

Following general conversation –

#### **COMMENTS BY HPC**

*At a meeting of the Hasketon Parish Council on Thursday 21<sup>st</sup> November 2024 consideration was given to the application.*

*There were concerns regarding the construction of the proposed annex before it was granted permission and, in this light, the Council were concerned that further alterations may be carried out without consultation.*

*The Council have received communication from neighbours outside of the planning process but note changes to plans have been made in conjunction with these issues.*

*The council are aware that tree landscaping may become an issue due to the proposed variety of species chosen and whilst not part of the application feels this will become a future issue if carried out by the applicant.*

*It was resolved to offer no objections to the proposal at this time.*

- ii. Updates on previous applications: No further approvals at this time.  
With regard to DC/24/3033/VOC SL indicated there had been a further revision of the plans and the proposals now indicated an extension to the existing building. There had been no objection sent on behalf of Hasketon to these revisions.

## 11 Finance:

### i. **Summary of Accounts since 12/09/24 (attached)**

Clerk reported an overall balance of £16430.61 being £10283.12 Savings account and £6147.49 current account.

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

**Proposed SD  
Seconded RB**

Accounts

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

- ii - Approval of Invoices and transfers.

**Online invoices amounted to £1656.15**

**Proposed SD  
Seconded RB**

DATE	C/DD/OL		To Whom Paid	.	
16/09/2024	OL	SD	steve LECKIE [CLERK]	EXP 03	81.9
18/09/2024	OL	IW	HASKETON PAROCHIAL CHURCH C	PRINTING COSTS	120
18/09/2024	OL	IW	ROSPA PLAYSAFETY LTD	SAFETY CHECK OF PLAY AREA	117.6
30/09/2024	OL	SD	steve LECKIE [CLERK]	PAY (AUG 24)	243.05
30/09/2024	OL	SD	HMRC	2 QUARTER	164.2
07/10/2024	OL	SD	SALC	6 MONTHS PAYROLL SERVICE INV 29138	54
07/10/2024	OL	SD	steve LECKIE [CLERK]	McAfee YEARLY FEES	109.99
07/10/2024	OL	SD	ESSL	1 X GRASS CUTTING	399
08/10/2024	DD	DD	TESCO	MOBILE PHONE	9.00
28/10/2024	OL	SD	steve LECKIE [CLERK]	PAY (OCT 24)	242.85
01/11/2024	OL	SD	SLCC	YEARLY SUBSCRIPTION	105
08/11/2024	DD	DD	TESCO	MOBILE PHONE	9.56
					1656.15

#### Unpaid invoices:

Admin/Clerk Expenses (period 12/09/24 TO 21/11/24) **£81.90** which covers mileage. A remembrance wreath had been purchased by RB and the Clerk SL requested reimbursement for her.

**It was resolved to approve the invoices for payment.**

**Proposed – SD  
Seconded – AT**

iii. Draft Budget for 2025-26.

Provisional draft figures were presented by SL who explained that the predicted expenditure for 2025/26 is anticipated at £13733

This is currently £1776 more than 2024-25, due to the higher estimated costs for grass and hedge cutting services which may be addressed by new quotations.

The indicative expenditure for 2024-25 is estimated to be £12664 and is also more than the budget mainly due to the increase on spending on cutting services.

The current HPC account balance is £16430.61

The HPC precept application for 2025-26 will be £9,134.73. the balance for 2024-25 together with the predicted income for 2025-26 will mean a potential total of £11008 + £10415 = £21423. This will mean the budget will be within the recommended balance of 2.5 times the annual precept: £9,134.73 [predicted] x 2.5 = £22836.83.

Draft earmarked sums are outlined and amount to £7000. These are one-off capital expenditures i.e Play area upgrade, Village Hall Upgrade, and other earmarked reserve expenditures. These figures do not include potential grants during the forthcoming year.

The Parish Council requested to consider the Draft Budget which would be presented for approval at the meeting in January 2025.

iv Precept 2024-25

The Clerk SL gave the following details:

Having reviewed the Council's tax base for the coming year, the tax base for Hasketon Parish Council will be 184.54 Band D equivalent properties.

This means that if your precept requirement was to be the same as for the current year 2024/25 (i.e.£8,895.05), this would result in a charge of £48.20 for a Band D property and this charge will show as -2.63% change on the 2025/26 Council Tax bills against the Parish element.

If the Parish Council wished to keep its tax charge the same as 2024/25 (i.e. £49.50) which would show as a 0% change on the 2025/26 council tax bill, a precept of £9,134.73 would need to be requested.

There was discussion about the pros and cons of an increase. SD expressed concerns that money needed to be justified but WL gave a commercial example of failing to increase this year may result in an even greater leap next year.

**It was resolved to approve a precept of £9,134.73.**

**Proposed – BH  
Seconded – RB**

vii AGAR update – SL: The AGAR results are still outstanding from PKF Littlejohn. The last email received was on 29.10.24.

*Thank you for your email and patience, please accept our apologies for the delay in responding to you.*

*The file has been updated with the information provided in your recent email and passed on to an Engagement Lead for the next stage of review.*

*If any further queries arise, we will be in touch.*

vii Personnel Matters.

SL advised the pay awards had been agreed for the financial year but required approval before payment could be applied to his salary.

**It was resolved to approve Local government pay award for the Clerk**

**Proposed AT  
Seconded BH**

## **12. Village Amenities and Events:**

- i. Allotments- SL advised fee requests had been sent out this week and that there was still one allotment vacant.
- ii. Play Area  
SD proposed a subcommittee for future development of the play area. NF and SL to meet outside of the Council meetings to further provisional plans.

**ACTION – SD**

- iii. Village Hall – IW not available but SL indicated he had sent an email to the Council regarding City Fibre who were promoting internet connection. SL to further an enquiry.

**ACTION – CLERK.**

- iv. Tree Management – Quotes to be obtained by SL for potential tree survey and cutting. RB offered to provide a potential provider.

**ACTION – CLERK.**

- v. Car Park/Amenities area – Hedgerow still required to be cut.

**ACTION – CLERK.**

- vi. Footpaths – report received from BH  
Concerns on Footpaths 25 and 17 but issues had been reported. BH asked if the Council could cut trees but was advised this would be a charge. It was agreed to await the result of the reporting tool.

- vii. Benches –One new bench to be bolted in place by IW in the near future, currently in the play area.

**ACTION – CLERK//IW**

- viii. Bus Shelter/noticeboard- PENDED

- ix. War Memorial- PENDED

- ix. Grit Bins –

SL stated he had out the new Grit bin on Blacksmiths Lane and awaited the allotted filling which was due at any time.

- xi. Rewinding -SL to chase an update on Bulb application.

Grass cutting had been completed in line with plans. SD commented that it was a good cut.

### **13. Highways:**

- i. Bus service proposals

SL stated that he had forwarded an email concerning the proposals put forward by Bredfield Parish Council concerning a potential bus service. The main issue seemed to be the funding of the potential project. There was a consensus of support. He stated he would speak to their Clerk regarding progress on the matter. He advised that he had received supporting email and had forwarded it for publishing in the Parish newsletter.

- ii. Highways survey rural transport survey

SL stated he had completed the Suffolk Highways Poll online and SALC reported they had received 209 responses. He drew attention to an email forwarded from SALC which gave details of the results. He indicated that most of his responses were very negative.

The rural transport survey is open till 30th November2024.

- ii. Quiet lanes update

BH stated he had completed the survey questionnaire on behalf of the Council.

### **14. Emergency plan:**

AT stated the HPC Plan was almost complete and would be submitted shortly. SD thanked her for her hard work.

**15. Government consultation on remote attendance:**

SL indicated he had forwarded an email regarding a consultation that ran until 19<sup>th</sup> December 2024 concerning the government’s recent announcement to introduce proposals enabling remote council meetings. The SLCC welcomes the announcement, which marks a significant victory in our long-standing campaign for greater flexibility in local democracy.

Responses are invited from councils, individual councillors, members of the public and local government representative organisations.

**16. Community Right to Bid:**

SL indicated he had directed an email to the Council regarding this issue from ESC who had provided an information video around Right to Bid. This follows on from the existing Neighbourhood Planning video published around 18 months ago.

The video can be found here [Community Right to Bid » East Suffolk Council](#) or on our YouTube Channel here <https://youtu.be/l49ZIEb8j4g?si=gpY-GbJNpL4ks399>

It was extremely informative about valuing local assets and protecting them for the community.

**17. Charity donations: Air Ambulance**

SL stated he had forwarded an email which offered training to the community and potentially the HPC. He showed a poster which he had forwarded to the Parish magazine. SD stated he was interested in the council pursuing the offer of CPR training and AT stated she would pass the details of the challenge badge to the local parishioner Steph Pitcher who was now trained in in First Aid for Village events. SL discussed a potential new donation.

**Proposed – AT  
Seconded – RB**

**It was resolved to approve a donation of £100.**

17. Date of Next Meeting and close 09/01/25 close 20.50 hrs

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

Steve LECKIE Parish Clerk