

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 15th November 2018.**

Present: Cllrs J West (Chairman), R Alexander, H Brewis, P Barham and C Carr. C Hibbert (Clerk). 5 members of the public.
Apologies: Cllrs C Robinson and M Harrison.

The filming statement was taken as read.

1. APOLOGIES FOR ABSENCE

Noted and accepted.

2. PUBLIC FORUM

No matters raised.

3. DECLARATION OF INTERESTS

Cllr P Barham declared an interest in item 7.3, to the extent she co-owns the property to which the application relates.

4. MINUTES FROM THE PARISH COUNCIL MEETING DATED 27th SEPTEMBER 2018.

The minutes from the Parish Council meeting dated 27th September 2018 were **APPROVED** and signed as a true and accurate record.

5. REPORTS

5.1 County Council; reports from C Cllr K Soons were received and will be uploaded onto the website. C Cllr Soons requested that details of any unresolved pothole repair reports should be forwarded to her.

5.2 Borough Council; a report from B Cllr Mike Chester was received and will be uploaded onto the website. He agreed to provide written response on certain planning matters which had been referred to him for follow up.

5.3 Police; a report from the police was received and will be uploaded onto the website.

5.4 Communications; it was reported that; (i) the email list and website continue to work well – many thanks to AP in this regard; (ii) investigations about the viability of bringing 5G broadband technology to the village continue; (iii) unfortunately no one has yet come forward to take on the role of Hawstead Journal editor and circulation of this publication has ceased for the time being. It was **AGREED** that; (a) an honorarium of £50 would be provided to AP for his much appreciated work on the website; and (b) the Clerk would investigate procedure for terminating the printer contract now that the Hawstead Journal is no longer in print.

5.5 Greens; it was reported that; (i) Command Pest Control will resume winter mole control on the Greens shortly as part of an existing three year commitment; (ii) St Eds do not appear to have undertaken the final agreed Greens cut of the season – Clerk to follow up; and (iii) efforts to commission new signage for Brook Green are ongoing; (iv) two surplus picnic tables have been made available to the Council. It was **AGREED** that DD should be asked to assess these for repairs/ weatherproofing and - subject to that - one should go to the Millennium Field and one near to the Brook Green footbridge.

5.6 Footpaths and trees; it was noted that; (i) the footpaths are currently clear; (ii) an elm tree is ready to plant out near the river on the main Green; (iii) the tree warden has arranged to walk the Council-owned open spaces with PF (former Suffolk Wildlife Trust reserves manager) to seek advice on management of these areas – all Councillors welcome to join; (iv) quotes for work on two willow trees to be funded under the terms of new Environmental Stewardship agreement will be brought to the January meeting.

5.7 Highways and safety; nothing of significance to report. Clerk to invite SCC to attend a meeting on Bells Lane to assess the surface water issue and meet with adjoining landowners, if appropriate.

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5.8 Speedwatch; no such sessions have been run since the previous meeting. TVAS posts are in situ, but equipment is not yet in use.

5.9 Clerk; The clerk report was received and noted.

6. TO CONSIDER

6.1 Information Board/ tree proposal; Final cost of information board **APPROVED** at £1,188 inc VAT. It was **AGREED** that a suitable young oak tree should be sourced from Botanica to plant on the open land opposite the village hall in memory of AR.

6.2 Pinford End Phone box; it was **AGREED** to present proposals to next meeting.

6.3 Grit bins; the meeting heard that quotes had been obtained for replacement grit bins – ranging from £70-£150 depending on size. It was noted that grit bins were also available from SCC and as such would automatically qualify to be topped up with salt. Clerk to investigate pricing. It was **AGREED** that the clerk should be authorised to commit to purchase three bins up to £140 per bin (locations: opposite Khaki Devil on Bells Lane, near Melpost and Whepstead Road). Quotes for shovels to next meeting.

6.4 Clerk Salary; see confidential minutes.

7. Planning applications, appeals and notifications

7.1 Consultation re tree preservation order to fell 15 x sycamores at Little Owl, The Pound, Hawstead IP29 5NJ; the applicant explained that these trees sat within an area covered by a blanket TPO, had little visual appeal and were threatening to damage property when caught by wind. It was **AGREED** by a majority that there was no objection to the sycamores being removed, provided that an appropriate number of smaller native species should be provided in the same location such as hazel, hawthorn etc. One Councillor supported the application unconditionally.

7.2 Application for Lawful Development Certificate for existing use or development-continued use of building as a residential dwelling (C3) re The Pavilion, Church Road, Hawstead; The meeting heard that the Council had been asked to comment on a similar application (ref DC/17/2441/CLE) in December 2017; the application was subsequently refused and the Council were then recently notified of these current proposals. The Council **RESOLVED** to repeat the comments it had made in relation to the earlier application DC/17/2441/CLE namely that; (i) it was unable to form any view on the information available to it as to whether the pavilion had been in occupation as a [separate] dwelling for the requisite statutory period; and (ii) the planning authority should be advised to seek corroborative time-linked evidence from the applicant ie utility bills/Council tax. Two Councillors expressed concern that the LDC procedure appeared to prevent the Council from commenting on the planning merits of any proposal; concern was expressed that building control thresholds for residential development may not have been met.

7.3 Prior matters approval DC/18/2018/P3QPA re Hawstead Hall Nowton Road Hawstead IP29 5NH. The meeting heard about this proposal to convert existing buildings into additional bedrooms. A majority of the Council confirmed that it **SUPPORTED** these proposals on condition that the additional rooms should not be used as a separate dwelling house.

8. FINANCES

8.1 To review and approve draft budget and precept for 2019/20; Draft budget and precept of £7,000 **APPROVED**.

8.2 To review and approve reserves policy; **APPROVED**.

8.3 To receive and approve quarterly financial summary to 30th September 2018; noted and **APPROVED**.

8.4 To receive and approve the bi-monthly financial summary for September-October 2018; noted and **APPROVED**.

8.5 To approve cheques to be issued. The following cheques were **APPROVED**.

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
C Hibbert - website	64 - part	59.97	11.99	71.96
SALC - payroll	63	18.00	3.60	21.60
C Hibbert - website	64 - part	14.97	2.99	17.96

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HCC –room hire	66	120.00		120.00
C Hibbert - exps	65	9.20		9.20

9. **CHAIRMAN'S SUMMARY:** The Chairman thanked those present for their contributions.

10. **CORRESPONDENCE AND CIRCULARS**

The following correspondence was received and noted:

- 10.1 Local Government Boundary Commission West Suffolk review final recommendations;
- 10.2 SALC e-bulletins;
- 10.3 Monthly play area reports Sept and October 2018;
- 10.4 Housing strategy consultation;
- 10.5 Letter of thanks from HCC re boiler contribution;
- 10.6 Polling District Review for West Suffolk.

11. **DATE OF NEXT MEETING**

Thursday 19th January 2019 at 7.30pm.

The meeting closed at 9.00 pm.

Distribution

All Cllrs

Email list

Website

Noticeboard

Documents before meeting

CC BC and police reports

Clerk report

Bi-monthly financial summary

Quarterly summary to 30 September 2018

Signature.....