

Hawstead Parish Council - Clerk report

11 January 2024

The aim of this report is to provide comments on agenda items and to update the Parish Councillors on:-

- correspondence received, sent and circulated since the last meeting
- Training attended since the last meeting
- Clerks' activity since November 2023
- Planning decisions

2.5 Suffolk constabulary newsletter – apparently discontinued

9.1 Planning decisions and notifications

Appeal Ref: APP/F3545/W/23/3316413; The Spinney, Bury Road, Hawstead, Suffolk IP29 5NJ
Appeal ALLOWED

10. Correspondence

Indication is given where an item has already been circulated by email and/ or is under consideration at this meeting and /or has been circulated for this meeting. Please request copies of anything you have not received

Date	Detail	Action	Email circulation	Agenda item	Circulated with agenda
14.11.23	Enquiry about rebuilding of village hall	To JS 31.12.23			
14.11.23	SALC bulletin				
20.11.23	Quite Lanes update (via SCC)		21.11.23	11.2	yes
20.11.23	Bin collection info for XMAS	To AE 21.11.23			
20.11.23	November play equipment report – low risk findings			11.1	
20.11.23	Message from new parishioner re tree matters	Replied 31.12.23			
23.11.23	Headway flier		31.12.23		
23.11.23	Fit Villages info		31.12.23	11.3	Yes
22.11.23	Notice of Adoption of the Babergh and Mid Suffolk Joint Local Plan - Part 1 2018-2037				
22.11.23	Thank you note re contribution to Macmillan coffee am				
23.11.23	SALC newsletter		08.12.23		
20.11.23	SALC newsletter		08.12.23		
24.11.23	Notice of consultation - Lawshall NP Review & the Basic Conditions (ends Mon 11 Dec '23)				
28.11.23	EP Passenger Interest Group meeting 14/11/23 - minutes				
28.11.23	Details of Suffolk Enhanced Bus Partnership - 2024 Meetings				
28.11.23	WSC Winter Holiday Activities and Food Programme in West Suffolk				
29/11/23	ANPR rota for 2024 – 6-13 May Hawstead	30.12.23			
29.11.23	Cost of Living Leaflet				
30.11.23	OSS appeal for funds				
1.12.23	Email from the Leader of West Suffolk Council to Town and Parish Councils - Season's Greetings		08.12.23		
4.12.23	SALC Conference 29 November 2023		30.12.23		
4.12.23	SalC bulletin		30.12.23		
11.12.23	SALC newsletter		30.12.23		
13.12.23	SALC newsletter		30.12.23		
13.12.23	Exchange with HCC re power supply to VH			11.7	

	defibrillator				
14.12.23	West Suffolk Parish and Town Forum - Save the date 18 March 2024		30.12.23		
14.12.23	Grass cutting and wider grounds maintenance review update - Sent on behalf of Cllr Shipp		30.12.23	11.6	yes
18.12.23	SALC newsletter		30.12.23		
19.12.23	Play inspection report			11.1	
20.12.23	Land Off Church Road Hawstead Suffolk APPLICATION NO: DC/23/0036/FUL PINS. REFERENCE APP/F3545/W/23/3330681 APPEAL REFERENCE: AP/23/0050/STAND APPEAL START DATE: 13th December			9.2	yes
21.12.23	WSC confirmation of provisional tax base figures				
21.12.23	Bu service timetable changes	To AE for website	28.12.23		
21.12.23	SALC - NSIP newsletter				
21.12.23	Update from Anglian Water on strategic pipeline project	To AE for website 28.12.23		11.4	Yes
21.12.23	Merry Christmas and a happy new year from the Open Spaces Society		28.12.23		
22.12.23	WSC grass cutting quote			8.1	yes
23.12.23	Thank you letter from AE			11.5	Yes
27.12.23	Email from the Leader and Deputy-Leader of West Suffolk Council - Strategic Priorities for 2024-28		28.12.23		
31.12.23	Email correspondence re moving the defibrillator			11.7	yes
31.12.23	Confirmation that speed gun has been collected by police for redeployment elsewhere; old speedgun still held by JW (still on the pc asset register)				
2.1.24	SALC bulletin		2.2.24		
2.1.24	HCC email re use of village hall for pc meetings 2024			11.8	yes
3.1.24	SALC bulletin		5.1.24		
3.1.24	CAB newsletter		5.1.24		
3.1.24	Request for purchase of bark for play area from JW			8.2	yes
4.1.24	Letter from Steve Barclay, Secretary of State, Defra	To CC 6 Jan 2024			
5.1.24	Suffolk EP - Passenger Group meeting 9 January 2024				
5.1.24	Babergh and Mid Suffolk Call for Sites 2024 (local plan)				

TRAINING

Chair attended SALC conference 29 November 2023

CLERK'S ACTIVITY November=December 2024

Date	Activity	Time
	Prepare for and minute PC meeting November 2023	
	Email correspondence; review website set up	
	TOTAL	40.00

Email 23 Nov 2023 re Quiet lanes

Unfortunately, the funding for the Quiet Lane Scheme came to an end following the completion of Wave 4 of the Quiet Lane Scheme. Whilst there is funding to undertake remedial works on existing posts and signs already installed, there is no funding to designate new Quiet Lanes.

Suffolk County Council is currently looking at a process in which new Quiet Lanes can be designated, however, there will be no central budget for this. Any new designations will need to be funded by either the local county councillor or by the parish or town council.

We are still in the early stages of this process as we are trying to identify the likely costs associated with designating new Quiet Lanes and the most cost effective way of doing so.

Yours faithfully
Keith Sampson
Safety and Speed Management Team

Fit Villages email 23 November 2023

Active Suffolk currently deliver the Fit Villages project across Suffolk and they are looking for new projects in villages across West Suffolk, please see the information below from Active Suffolk and if you are interested in learning more please contact them directly on the email address provided below.

Fit Villages is a well-established and popular project, delivered by Active Suffolk, the Active Partnership for Suffolk, that makes a real difference to local communities by bringing people together to socialise, have fun and become more active.

The already incredibly successful project that is now entering its thirteenth year plays a vital role supporting Active Suffolk's vision to inspire more people across Suffolk to get active, improving their health and wellbeing. The funding will be used to continue setting up more physical activity sessions for adults aged over 55 by using local facilities such as community centres, village halls, libraries and playing fields.

Suffolk has double the national average (39.7%) of residents living in rural areas and nearly a quarter (24%) of Suffolk's population are over 65 years old, which will likely increase to one in three adults by 2039. Fit Villages is a project designed to help maintain a healthy and active aging population, build community cohesion and to help reduce the associated health costs of inactivity in adults across Suffolk.

We work with Fit Villages Activators who volunteer to support us to engage with the community to discover what sort of physical activity session they would like to see in their village. This enables each project that we start to be successful and has resulted in 96% of our projects being sustainable and continuing to run long term. In addition to supporting Fit Villages Activators to administrate the consultation surveys, we also support by sourcing local and quality instructors, providing funding towards instructor costs, hall hire fees, equipment costs, marketing and promotion, launching the activities, providing refreshments and much more!

Our support allows local residents to access the physical activity at a subsidised rate for the first 8 weeks. After this stage we do not just step away, we will continue to support the village and instructor by continuing to promote the project and guide the activator where needed.

If you would like to register an interest in having a Fit Village in your area please contact fitvillages@activesuffolk.org

Sent: Monday, November 20, 2023 8:47 AM
To: Karen Soons (SCC Councillor) <Karen.Soons@suffolk.gov.uk>
Subject: Quiet Lanes Suffolk project update CR No 432485

21 December 2023 – Anglian Water update

I wanted to let you know about some vital work we'll be carrying out in the parish of **Hawstead** to keep water flowing throughout our entire region. To enable us to work safely we'll be closing **Brands Lane**.

What are we doing?

We're building a brand new, multi-million pound water pipeline to help keep water flowing across our region, which is one of the driest in the UK.

This brand new water main is our flagship project and one of Europe's biggest environmental programmes. Hundreds of kilometres of underground, interconnecting pipelines will stretch from North Lincolnshire all the way to Essex, allowing water to be moved from 'wetter' to 'drier' areas.

When will this be happening?

Suffolk Highways have agreed our permit request to close Brands Lane, Lawshall. The closure date is the following:

Monday 8th January to Sunday 14th January 2024.

To make things easier for you and residents in the area, I have created a web page that lists all the planned road closures along the pipeline route. I have listed these under parish areas, so you can also identify closures in nearby villages which may also impact residents: [Bury St Edmunds to Colchester Road Closure \(anglianwater.co.uk\)](#).

**Please note, the permit has been submitted in advance as requested by Highways to allow enough time to contact blue light services etc. When booking work in advance we do face the challenge of aligning our works with the closure date, this has been difficult recently due to the bad weather. I want to make you aware that this date is subject to change. I will get in contact if anything changes and update our website if needed. I have added some FAQ's at the bottom of the page covering some of the common questions we get asked.*

Communicating the road closure to residents

We will write to residents living directly on the road closure route and would welcome any recommendations of other channels that we can communicate to residents through e.g. parish newsletter or local social media pages.

If you, any residents or local businesses have any concerns about this road closure, please do get in touch.

Email from AE re website maintenance honorarium dated 23 December 2023

Please could you pass on my thanks to Hawstead Parish Council for the very unexpected but much appreciated vouchers for maintaining the village website.

It is a pleasure to be able to help in this small capacity.

14.12.23 WSC email on grass cutting - Sent on behalf of Cllr Ian Shipp, West Suffolk Council Cabinet Member for Leisure

I wanted to update you on some action I have decided following the work to review grass cutting and wider grounds maintenance.

This follows the input from councillors, parish and town councils as well as partners and I would like to take this opportunity to thank everyone that has helped me with this review.

You will see proposals coming forward in West Suffolk Council's budget in the New Year to invest around £200,000 on enlarging the team and increasing equipment as well as reducing other commercial work to make sure our resources can keep pace with demand. However, whilst this is subject to the budget process, I want to act now and make all preparations we can so that we can be ready for the new grass cutting season in March.

This investment means we should be in a better place to keep to the standard three weekly cuts between March and October and reassure our communities these will not be reduced.

The council will continue to further hold under review options for weed control, including awaiting decisions by our partners at Suffolk County Council who are carrying out their own review. This recognises the Council's desire to continue to protect biodiversity while also listening to concerns about weed control in certain areas.

The council will also continue to treat some areas differently to encourage biodiversity and wildlife. Communities will continue to be encouraged to suggest areas that they would like to consider managing in a different way to help protect the environment.

In summary:

- 1) Weed control options and alternatives to remain under review and no further decisions will be taken at least until the SCC Highways position is clarified in early 2024, highways areas being the most visible in terms of weed growth.
- 2) External work for schools and private organisations will cease from April 2024 to provide more capacity (nearly 1 FTE) for WSC's remaining workload. This will result in a reduction of income of £38,679.

- 3) Subject to the wider budget setting process for 2024/25, staff resources in the Landscapes Team will be increased by 3 Full Time Equivalent from April 2024 at a cost of £192,833.
- 4) Work on acquiring and embedding an electronic scheduling system will be concluded during the year 2024/25.
- 5) The mower replacement programme will be accelerated in order that newer and more optimised equipment is available for use sooner.
- 6) West Suffolk Council will continue to cut Suffolk County Council Highway verges to an amenity standard (8 to 10 cuts per year) through an appropriate SLA.
- 7) West Suffolk Council will continue to work closely with Parish and Town Councils to augment standards, adapt grounds maintenance regimes or transfer responsibility.
- 8) West Suffolk Council will seek to work more closely with RSLs to better coordinate work or to review options for co-delivery of these services.
- 9) West Suffolk Council will continue to support volunteer groups and seek to increase this valuable community asset.

Looking at our grass cutting and grounds maintenance regime was one of the first things we announced at the new administration's first cabinet meeting.

This has been a record year but a challenging time some of which we had no control over. But I believe there is a balance to be had, which is also reflected in the comments we receive from the public. They both want to see us encourage biodiversity but help keep up standards of civic pride and continue to encourage visitors.

The full report is uploaded on our grass cutting page and can be found here [Review-of-WSC-Grounds-Maintenance-Operations.pdf \(westsuffolk.gov.uk\)](#) I will make sure you will continue to be updated as we go through the budget process.

Cllr Ian Shipp - West Suffolk Council Cabinet Member for Leisure

31.12.23 Email correspondence from HCC re moving the defibrillator

We are having the electricity isolator switch put in for safety reasons. The electrician has recommended that the defib and alarm have their own circuits (rather than being on the main ring) and sought confirmation from his governing body that this is advisable. While the defib itself does not require power to work, the light and internal heater do. The light draws the user's eye to it in the dark; the heater prevents the defib battery from being negatively impacted by low temperatures.

In terms of the location of the defib, it appears that it can go anywhere so long as it is easily accessible and visible. It does not need shelter. I have, though, contacted The Community Heartbeat Trust and await their input. We are being advised that to minimise risk to the function of the defib (and indeed the function/efficacy of the building alarm too), it should be on its own circuit, but the risk is very small. The current circuit also has the sound limiter on it to manage event noise, and it works by cutting power to the main ring when noise levels exceed the set level. So for noisier events, the circuit may trip several times in an evening, impacting on the building alarm and defib. The issue has come to light when the sound limiter itself failed and took out the whole power circuit for around 48 hours.

We await comment from the CHT and will feed back the results of discussions.

Best wishes...

Susanne

1.1.24 Email from HCC re meeting dates /use of village hall

The position is that each May we review the use of the hall. Certainly until May 2024 you can continue to use the hall at no charge on your given dates. From then onwards we have the dates in our diary, but whether the Community Council decides it needs to start charging once again remains to be seen.

3.1.24 Email from JW re purchase of bark

I'd like to purchase 6 bags of this quality play area bark to spread under the swings on the green as we've discussed previously. Total £120 inc delivery. This is the proper stuff to use rather than

standard bark which has sharp edges. I've used this supplier previously and they are excellent. This should be more than sufficient to do the job. Kindly add this to the agenda for next week's meeting for approval.

Here's a link with details.

<https://www.fieldcompost.co.uk/store/products/pine-play-bark>