

**HAWSTEAD PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON 17th January 2013.**

Present: Cllrs John West (Chairman), Clive Robinson, Henry Brewis & Ros Alexander.
Catherine Hibbert (Clerk).
County Cllr Terry Clements (arrived 7.42 p.m.), Borough Cllr Angela Rushen
and six members of the public.

1. APOLOGIES: Cllrs Michael Harrison, Jayne Robertson and Christabel Carr.

The meeting recessed for Public Forum at 7.30pm.

The following items were raised under Public Forum:

Community Council issues: Emma Hatton is now processing all bookings; increasing usage of village hall; new treasurer sought from April 2013; lighting modifications and new tables being progressed;

Query: as to whether villagers putting grit on roads in icy weather are adequately insured; such villagers advised to wear high viz jackets;

Pub: the Metcalf Arms remains closed; landlords are dealing with squatters.

The meeting reconvened at 7.40pm.

2. DECLARATIONS OF INTEREST - Cllr John West declared an interest in the cheque number 062 (See minute 6.3).

3. MINUTES OF PARISH COUNCIL MEETING DATED 15TH NOVEMBER 2012

3.1 The minutes of the meeting held on 15th November 2012 were approved as a true and accurate record and signed accordingly. Proposed by Cllr Clive Robinson and seconded by Cllr Ros Alexander – all in favour.

The meeting recessed to hear the following reports.

4. REPORTS

4.1 C Cllr T Clements- C Cllr Clements referred to his January 2013 report, a copy of which is attached, and offered to take questions. Councillors referred to signage installed by Suffolk CC at the dangerous Larkfield corner which they consider inadequate and unsatisfactory. Hawstead Parish Councillors have requested that Suffolk CC review the adequacy of these works and **requested that C Cllr Clements follow this up too.** C Cllr Clements was also asked whether County was yet in a position to proceed in Hawstead with the mobile speed signs referred to at the PC meeting on 15 November 2012; he confirmed that discussions are taking place, but things are moving slowly; it is hoped that there may be some further progress within 6 weeks.

C Cllr Clements left the meeting at 7.50pm

4.2 Borough Cllr Rushen –B Cllr Rushen tabled her January 2013 Report, a copy of which is attached, and highlighted the following:-

- The ongoing restructuring proposals at Forest Heath and St Edmundsbury District Councils;

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- The current review by the Arts Council of the Apex/Theatre Royal (consultation period closes end January 2013);
- Budget support and new local council tax will be discussed by St Edmundsbury DC in February.

4.3 Police – Nothing to report.

The meeting reconvened.

4.4 Communications –Cllr Brewis confirmed that a new parish council website has been set up by Mr Rod Jackson (<http://www.hawstead-parish-council.co.uk>). The meeting agreed that Mr Jackson should be thanked for his efforts in this regard. The website will be kept updated regularly by the Clerk; Cllr Brewis confirmed he would welcome any suggestions for how to improve the website further. Cllr Brewis finally noted that he was anxious to explore how best to secure improvement to the Broadband service in the locality and will be focussing on this once BT has made an announcement in Spring 2013 on their proposals in this regard. **It was generally AGREED that Cllr Brewis should report back on this issue to the next meeting. It was also AGREED that Cllrs J West and H Brewis would review ways (for example, by coffee morning) of increasing local take-up of the email distribution of minutes/agendas and other items of interest and would report back on this to the next meeting.**

4.5 Environment - dealt with by the Chairman at item 7.2 below in the absence of Cllr Carr.

4.6 Highways & Safety –In the absence of Cllr Harrison, the Chairman reported as follows;-

4.6.1 The Larkfield corner signage has been installed, but in the opinion of various Councillors is in the wrong place. Suffolk CC Highways has been asked to review the arrangements and **Hawstead PC will monitor the situation and report back to the next PC meeting.**

4.6.2 Cllr West has requested new/replacement signs from Suffolk CC at the bus shelter and Pinford End. **Report back to next PC meeting;**

4.6.3 the meeting was reminded that there is bag of emergency gear kept in the village hall including torches, high viz jackets etc.

4.6.4 The PC has been notified of a temporary traffic restriction order effective 18-21 February 2013 to enable installation of electrical connections at Asriel. This will result in a traffic diversion; it was **generally AGREED that copies of this should be displayed on the website/circulated to the email distribution list.**

4.6.5 Concerns were raised about the state of the road at Bull Hill Lane, where water is overflowing from a blocked ditch onto the road; in the current icy weather this is creating a treacherous road safety hazard. Discussion followed about whether the ditch was piped and if so whether that pipe had collapsed or is too small for purpose. It was noted that some works have been done to this ditch – probably by Suffolk CC- which do not appear to have resolved the situation and indeed spoil has been left on the roadside in what is an area of special wildlife interest. It was generally agreed that this situation was unsatisfactory and that action should be taken immediately to avoid a road accident. **It was therefore AGREED that the clerk should write to Simon Curl (highways) at Suffolk CC to register the PC's concerns and AR was requested to lobby the County Council for some action to be taken.**

4.7 Achieving excellence – Nothing to report in the absence of Cllr J Robertson except that;-

4.7.1 The Forest Heath and St Edmundsbury District Councils joint report on proposed improvements for the provision of litter and dog bins has been received and circulated. It was noted that the report recommends that a consistent charging policy for emptying dog waste bins is introduced in Spring 2013. **It was AGREED that Cllr J Robertson would be asked to monitor the situation and report back to the next meeting of the PC.**

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4.7.2 repairs to the village hall car park have been authorised and it is hoped that these will be completed during January/ February 2013.

4.8 Planning & Legal matters –Cllr Robinson reported as follows;-

4.8.1 No new planning applications have been registered within the Parish as of 17 January 2013.

4.8.2 the wording of the deed of easement between Hawstead PC and the Hattons has been finalised by Cllr Robinson in conjunction with the PC's solicitors; **Cllr Robinson will email this to all Councillors for their information; the deed will require formal approval in due course.**

The accompanying plan needs to have the village green boundary marked up on it and this exercise needs to be done in conjunction with the work which Cllr Carr is doing to register the village greens; Mr Hatton had noted that work done on behalf of the PC to remove trees near the easement had left the ground saturated and impassable and a query was raised as to whether any hard standing/ surfacing/ ditch could be commissioned in order to keep the easement passable in bad weather. It was confirmed on behalf of the PC that it would not be possible to permit any such hard standing; such works were not permitted under the terms of the easement. It was noted that this has been a particularly wet year and **it was AGREED that the Council should (1) proceed towards formal conclusion of the easement in due course and (2) continue to monitor the ground conditions around the easement.**

4.8.3 the refusal of planning application SE/12/1401/FUL (for the erection of a dwelling at land south of Firs Church Road, Pinford End, Hawstead) was noted. The PC has been notified of the grant of TPO331(2002)2 at Dutmoss House Whepstead Road, which it was agreed related to land outside the Parish boundary.

5. RECEIPT OF PLANNING APPLICATIONS AND APPROVALS TO DATE OF MEETING

5.1 See item 4.8.1 and 4.8.3 above.

6. FINANCE

6.1 The summary of finances dated 11 January 2013 (copy attached) was noted.

6.2 The following payments which have been made since the last meeting of the PC were noted:

David Dawson (bench repairs)	055	£145.00
Zurich (Insurance)	057	£352.46
Ricoh (printer)	056	£199.16 (£165.97 plus Vat of £33.19)
Hawstead CC room hire	058	£100.00
BDO (audit fee)	059	£204.00
B Colson (green maintenance)	060	£2154.00 (£1795 plus VAT £359).

The following receipts since the last PC meeting were noted:

St Edmundsbury (bottle bank)	£133.17
Rural Payments Agency	£1167.89
Donation towards coffee am printing costs	£8.75

6.3 **The following payments were APPROVED.** Proposed by Cllr H Brewis and seconded by Cllr R Alexander –all in favour.

Ricoh – printer	061	£199.10 (£165.92 plus Vat £33.18)
J West (re payment for Xmas decorations cherry picker)	062	£30.

6.4 It was noted that the Finance Committee had met on 6 December 2012 to consider the precept and that, having reviewed expenditure and income for 2012/13 and likely expenditure and income for 2013/14, a provisional application for a precept for 2013/14 of £8,000 (the same amount as for 2012/13) was submitted to St Edmundsbury DC before Christmas; this was

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approved by the District Council by letter dated 10 January 2013. **The precept of £8000 for 2013/14 was APPROVED.** Cllr Robinson proposed and Cllr H Brewis seconded –all in favour.

7. CHAIRMAN'S SUMMARY

7.1 Cllr West highlighted the following:-

7.1.1 Cllr West was pleased to be back after 6 months absence due to illness and expressed his gratitude to Cllr Robinson for deputising for him during that period;

7.1.2 The new clerk, Catherine Hibbert, was welcomed; an appropriate article will go into the Hawstead Journal;

7.1.3 On a sad note the meeting heard that during 2012 Hawstead lost a respected previous PC chair, Katie Fairburn, and a distinguished Parish Clerk, Robin Whitfield, both of whom had made a considerable contribution to Hawstead over many years;

7.1.4 **It was AGREED that the clerk would write to Graham and Rebecca Leslie who had kindly donated the two Christmas trees.**

7.1.5 The Metcalf Arms remains shut with the landlords taking measures to resolve the situation as noted in the public forum;

7.1.6 Cllr West **invited the other Councillors to come up with a couple of suggestions at the next PC meeting each for any positive measures which could be taken around the village to improve conditions.** (For example, the Chair noted that he was interested in exploring the dedication of an area of the green for ball games for children).

7.2 It was noted that one of the cherry trees on the green has very badly damaged bark; there is an issue as to whether this tree is dying or whether grass cutting machinery has damaged the trunk. **It was AGREED that Cllr Carr should be asked to consider this issue in her next report at the meeting on 21st March 2013.**

9. CORRESPONDENCE

Various correspondence was tabled at the meeting. **It was AGREED that the letter from the East Anglian Air Ambulance dated 6 December 2012 should be considered at the PC meeting on 21st March 2013.**

10. DATE OF NEXT MEETING

21st March 2013 7.30pm

There being no further business, the Chairman thanked Councillors and members of the public for attending.

The meeting closed at 8.35pm

Distribution
Cllr C Robinson
Cllr R Alexander
Cllr J West
Cllr C Carr
Cllr Jayne Robertson
Cllr H Brewis
Cllr M Harrison

Website) following approval
Noticeboard) following approval

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Attachments Terry Clements Report - January 2013
 Angela Rushen Report - January 2013
 Summary of Finances 11 January 2013

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