

HARGRAVE PARISH COUNCIL
Minutes of the Meeting held on Thursday 3rd March 2016
at 7.30pm in Hargrave Village Hall

PRESENT

Colin Painter –Chairman (CP),
James Perry (JP)
Paul Rogers (PR)
Peter Reddick (PRed)
David Taylor (DT)
Laura Norton – Clerk (LN)

Mary Evans - ME
Clive Pollington (CPo)

APOLOGIES FOR ABSENCE

•	Cat Williams (CW)	
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DECLARATION OF INTERESTS

1.	Those present were asked if they had any declared interest in the items on the agenda, see attached sheet.	
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MINUTES OF THE LAST MEETING

2.	Last meetings minutes for 14th January 2016 were discussed and approved by all present and were signed by the Chairman.	
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PUBLIC FORUM

•	No members of the public were present.	
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CLERKS REPORT

3.	Knowles Green It was noted that the tenancy agreement / grazing licence had now been signed by Mark Cansdale.	
4.	Village Recorder CP advised the meeting that the Village Recorder is not appointed by the Parish Council (as had always been the belief) but were actually volunteers. Therefore there is no job description but there is a welcome pack that has been obtained from the Suffolk Local History Council and this has been forwarded on to Chris Hartnell.	
5.	Additional road side “speeders beware” signage This is ongoing. There was a discussion held regarding the size of sign and it was agreed to get some quotes for costings of A2 and A3 laminated signs. ACTION LN to obtain quotes for printing and laminating signs.	LN

11.	<p>Disposal of paint At January's meeting JP had queried with CPo how we can dispose safely of paint. CPo had circulated an email advising that if sand / dirt is placed in with the paint, and then allowed to dry out, the paint pot can then be disposed of safely in with our normal rubbish. Nothing further required.</p>	
12.	<p>ME funding for the play area ME had kindly offered £500 from her locality budget towards the play area and is waiting on information from the Clerk to complete the form.</p> <p>ACTION LN send the info to ME.</p>	LN
13.	<p>VAS signs It was noted that Depden now have the brackets and posts for the VAS signs. PR confirmed he was liaising with a parish councillor from Depden re sharing the signs between our villages.</p> <p>ME confirmed she would chase for an update as to who has what, so that a rota can be drawn up.</p> <p>ACTION ME to confirm the status of each village regarding VAS so that a rota / plan can be compiled.</p>	ME

ITEMS FOR DISCUSSION

ITEM 1 – PLAY AREA

14.	<p>DT confirmed to the meeting that the new track had been installed during February 2016 in the play area and was ready for use!</p> <p>Welham's, the contractors, had completed the work within the timescales agreed and apart from an incident with one of the garages in School Cottages (the Culford tipper truck hit the lintel on the garage – Havebury aware) everything had gone smoothly.</p> <p>DT confirmed the swings and slide had been removed. Other older equipment will be removed in due course.</p> <p>DT advised that the bid to the Lottery (Awards for All) had been declined due to criteria not being met – DT to revise and reapply.</p> <p>It was confirmed that donations for the auction had been received; and also 2 companies had sent cheques for advertising plaques.</p> <p>A monetary donation had also been received from Hargrave Parochial Charity.</p> <p>DT advised that the play area committee hoped to get a discount on the equipment by joining the Playing Fields membership scheme.</p>	
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	<p>DT confirmed that Havebury had already paid £2,500 of the £5,000 awarded to the scheme, and that the remaining £2,500 would follow on receipt of Welham's invoice being sent to them.</p> <p>LN confirmed that the VAT reclaim had also been sent against the Welham's invoice.</p>	
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ITEM 2 – NEIGHBOURHOOD PLAN

<p>15.</p>	<p>CP advised that the Neighbourhood Plan is still progressing.</p> <p>CP is covering transport in the village and will be looking to get a meeting with Highways (see point 8 above).</p> <p>CP confirmed that the APM in May 2016 will be used as the vehicle to present the available options to the village and to get consensus to continue.</p>	
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ITEM 3 – WEBSITE

<p>16.</p>	<p>The Clerk confirmed that a new Transparency Code had been brought in by Government and as part of the criteria to ensure we are legally compliant, is the need to have meeting agendas available online prior to the meetings taking place; and the minutes to be available online soon after the meetings have occurred. This happens at the moment but the website we currently use is not easy to search on / to find the data.</p> <p>There is an opportunity to apply for a grant to get assistance with setting up / maintaining a new website, but after 3 attempts already the Clerk was not having much success!</p> <p>The Clerk put forward her idea of Hargrave having its own website – with the domain name, for example, www.hargraveparishcouncil.com. A brief discussion was held regarding the current website and the fact that it is not user friendly and can be quite time consuming to keep up to date. By having our own custom built website would enable easier use and more control of how it looks etc. A discussion was had regarding the need and the fact that we could use it to store our electronic data and create an online archive.</p> <p>It was agreed that the Clerk would obtain costings and report back at the next meeting.</p> <p>ACTION LN put costings together.</p>	<p>LN</p>
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ITEM 4 – WICKHAMBROOK ROAD HEDGES

17.	<p>CP confirmed that correspondence had been received from a resident regarding the removal of the hedges from Wickhambrook Road in 2014 and the lack of any replacement hedges to date.</p> <p>CP confirmed that the land owner had previously been spoken to regarding the removal of the hedges.</p> <p>There was then a discussion regarding the loss of habitat, the effect on the wildlife and the impact on the area that the removal of the hedges had had.</p> <p>CP confirmed out of courtesy he would let the owner of the land know that the complaint had been received and forwarded on to the environmental officer.</p> <p>ACTION CP speak with Mr Harry Wiseman re the complaint made.</p>	CP
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FINANCIAL REPORT FROM THE RESPONSIBLE FINANCE OFFICER

18.	<p>The RFO provided her report for the accounts in advance of the meeting. No queries were raised.</p>													
19.	<p>Cheques to be signed at this meeting:</p> <ul style="list-style-type: none"> • Welham's £5,620.44 (being half of their invoice, remaining half to be paid in April 2016) 													
20.	<p>The RFO report advised current position as:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Treasurers Account as at end of February 2016</td> <td style="text-align: right; width: 20%;">£11,589.29</td> </tr> <tr> <td colspan="2"><i>[* This includes £2,000 grant for the Neighbourhood Plan]</i></td> </tr> <tr> <td colspan="2"><i>[* This includes £6,215 ring fenced for the playground project]</i></td> </tr> <tr> <td> Savings account as at end of February 2016</td> <td style="text-align: right;"> £2,241.21</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">£13,830.50</td> </tr> <tr> <td>Available:</td> <td style="text-align: right;">£4,570.72</td> </tr> </table>	Treasurers Account as at end of February 2016	£11,589.29	<i>[* This includes £2,000 grant for the Neighbourhood Plan]</i>		<i>[* This includes £6,215 ring fenced for the playground project]</i>		 Savings account as at end of February 2016	 £2,241.21	Total:	£13,830.50	Available:	£4,570.72	
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Available:	£4,570.72													
21.	The RFO confirmed that a VAT return had been received of £273.													
22.	<p>Play area donations had been received of</p> <p>£40 from the Youth Club</p> <p>£2,500 from Havebury</p> <p>£50 from Goff</p>													
23.	Another VAT return had been submitted for £1,907.48 being the VAT element of the Welham's invoice plus the VAT from the Gross and Co invoice.													
24.	CP confirmed to those present that the funds available were lower than in recent times, but reminded everyone that the Precept would be arriving in April 2016, plus the next instalment of the Knowles Green tenancy agreement, plus the VAT refund and that there are no other large upcoming expenses.													

REPRESENTATION COMMENTS

1- BOROUGH COUNCIL

25.	CPo confirmed that the Eastern Relief Road had been given approval – this will see the joining of Skyliner Way on the Moreton Hall Estate with the A14 and the creation of approximately 14,000 jobs.	
26.	Operational Waste Hub This is ongoing regarding the new waste site – the public consultation has now ended and the discussions are still ongoing. There are issues regarding congestion to any potential site.	
27.	There is a potential development along Tayfen Road – this is being discussed at the moment and is ongoing.	
28.	Brown Bins CP confirmed to CPO that we've received letters in the village advising of the changes to the Brown bin collections and to the £40 fee if residents wish to subscribe. CPO confirmed that there had been approximately 2,500 properties in the Bury St Edmunds area who had taken up the offer already though they were expecting a large influx nearer the deadline. CPO confirmed that there will be technology in the lorries so that the workmen know who have paid and that collections at churches, graveyards and hospitals will not be charged for. CPO advised the last collection date will be 2 nd April 2016.	
29.	Travellers sites CP asked if there was any update on this. CPO advised there is a potential site at Rougham which is being reviewed. ME advised that the criteria for temporary sites is too limiting so it is too difficult to find even temporary suitable sites.	

2- COUNTY COUNCIL

30.	Birds End ditches ME advised that the road works scheduled for Birds End ditches will take about 3 to 4 weeks and will require a complete road closure. ME asked if there was a good time for this to be conducted due to the inconvenience it will cause. All agreed that it needs to be completed sooner rather than later – and ideally before any harvesting starts. ACTION ME agreed to advise Highways accordingly.	ME
31.	Speed Cam Van ME confirmed that the Speed Cam Van is now operational. They require data to show specific times when individuals are known to speed through the area. ME asked if there was a pattern on the data. PR advised no pattern, variable times. Discussion was had regarding a joint effort between the local villages to discuss the data to see if there are a number of individuals doing a daily / weekly commute and speeding from one village on to the next. CP confirmed there is still a high number of drivers going at 45-55mph through the village. CP asked how we get the Speed Cam Van in the village and ME said she needs the data to forward on. ACTION PR and CP to forward the data to ME with a request for the van to come to Hargrave.	PR & CP

32.	PCSO's ME reminded those present of the letter issued at the end of 2015 regarding self funding of PCSO's. The situation has moved on and that offer has been withdrawn. After a review, it was decided to recruit more police officers (approx. 30 positions to be filled) – the police officers have more authority over the PCSO's and almost the same salary.	
33.	ME confirmed that a recent inspection in to child care services had been completed and the Suffolk had a received a good report.	
34.	ME also advised that there had been an increase in child asylum seekers in to the Suffolk area – approximately one a week.	
35.	ME also confirmed that there would be a 2.25% rise on the council tax for the area to pay for social care.	

3- POLICE

36.	The Police were unable to attend this evenings meeting and no report was submitted in advance.	
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PLANNING APPLICATIONS

37.	No new planning applications had been received since the last meeting.	
38.	A complaint had been received regarding potential unlawful business being conducted at Moat Farm against the remit of the current planning consent over the land. The Clerk was asked to write to the planning authority to ask them to investigate the matter. ACTION LN to forward complaint to planning department.	LN

VILLAGE HALL

39.	CW was not present and therefore no update available.	
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CORRESPONDENCE

40.	All correspondence received had been forwarded by email. Nothing further.	
41.	An email advising of the Parish Conference had been received just before the meeting – the Clerk agreed to forward this on – but as a note for the diary it will be held on 11 th April 2016, 5.30pm at Stanton Village Hall (IP31 2BX).	

NEIGHBOURHOOD WATCH

42.	PR advised that there had been incidents recorded in the local area, but nothing specifically to Hargrave.	
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ANY OTHER BUSINESS

43.	CP noted he is unable to make the meeting which was scheduled for the 12 th May 2016. This meeting has now been moved to Thursday 19 th May 2016. ACTION Clerk to update the noticeboard with the new date.	LN
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DATE OF NEXT MEETING

The next meeting will be on Thursday 19th May 2016 at 7.30pm.

Signed (Chairman)

Date