

HARGRAVE PARISH COUNCIL
Minutes of the Meeting held on Thursday 10th January 2019
at 7.30pm in Hargrave Village Hall

PRESENT

James Perry (JP)
Paul Rodgers (PR)
Sue Hammond (SH)
Mary Evans (ME)
Antonia King (AK) - Clerk

1. WELCOME AND INTRODUCTIONS

1.1.	JP welcomed everyone to the meeting.	
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2. APOLOGIES FOR ABSENCE

2.1.	DT, SC, RA, PRed and CP sent their apologies in advance.	
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3. DECLARATION OF INTERESTS

3.1.	None declared	
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4. MINUTES OF THE LAST MEETING HELD ON 01.11.18

4.1.	The minutes of the last meetings were approved by all present and signed by JP.	
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5. PUBLIC FORUM

5.1.	Aden Walker was present.	
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6. MATTERS ARISING FROM MINUTES OF THE LAST MEETING

6.1.	Village Green – PRed has tried unsuccessfully to get the necessary information and ended in having to reclaim the fee he paid. He will try again and report at the next meeting.	PRed
6.2	Tree cutting – Following a stormy night last month, the tree at Freiston Lodge has partially come down. Highway were informed and are currently investigating it. AK to keep up to date on the situation	AK

6.3.	Vulnerable person record – PRed is too taken up with raising money for the underpinning of the church and cannot devote any time to this. It was suggested that the PC follow up with National Power and Community Transport to see if they have a record of vulnerable people in the village.	AK
6.4.	Medical equipment access – In DT's absence, this item was carried over until the next meeting.	DT
6.5.	Defibrillator training – AK reported that the date for training has been confirmed for Feb 28 th at 7pm. Posters are to be put up on all the noticeboards, on the website and the Facebook page.	AK
6.6	Payroll – JP signed the employee contract and it was confirmed that the PC does not have to register as an employer with HMRC as AK is paid less than £116 per week.	
6.7	Community Award – AK confirmed that DT had given the cheque to Henry Upton.	

7. ITEMS FOR DISCUSSION

7.1. PLAYGROUND

7.1.1	AK confirmed in DT absence that the final part of the play equipment had been installed and is fully functioning.	
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7.2. RISK ASSESSMENT

7.2.1.	PR has produced a standard template that he previously used and it has passed a number of Health and Safety audits. It was agreed that the parish should use it and standardise all of risk assessments so they would appear uniform on the website and in hard copy form. All risk assessments are to be completed by the next meeting.	PRed DT SH PR JP
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7.3. TREES AND HEDGES

7.3.1.	AK reported that Highways had completed their investigation into the overhanging hedge outside Corner Cottage and concluded that it did not require any action at this time. ME has said that she will investigate the matter further and report back at the next meeting. The tree at Freiston Lodge has come down in storms and has fallen on top of the garage at Freiston Lodge. Highways are investigating it and have been out to visit the site. The report has not been released, but AK is to chase regularly.	AK, ME
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7.5 HARGRAVE HERITAGE – REPAIR TO THE CHURCH WALL

7.5.1	Following on from an email conversation between the councillors, it was agreed that the PC will donate £1000 towards the fundraising. Aden Walker expressed an interest in helping with the project and his details will be passed over to PRed	PRed
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7.6 PRECEPT 2019/2020

7.6.1	It was agreed in the previous meeting (01.11.18) that the precept should be set at £5000.00. JP signed the paperwork in DT absence, AK to send back by the 25.01.19 deadline,	DT
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7.7 INTERNAL CONTROLS

7.7.1	The statement of internal controls was reviewed and signed. Next review is Jan 2020. PR to publish on the Hargrave website.	AK
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7.8 METAL DETECTING

7.8.1	Aden Walker attended the meeting with some of the artefacts that he had found. He explained that he would make good any damage that he may cause to the play area and show his finds to the village. As Aden was a resident of the village, the PC approved his request to detect in the play area subject to him signing a contract. AK to follow up.	AK
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8. FINANCIAL REPORT FROM THE RESPONSIBLE FINANCE OFFICER

8.1.	The RFO had circulated reports in advance of the meeting which were agreed. The reports provided were as follows:	
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The RFO advised current position as:

Treasurers Account reconciled with bank statement dated 21 December 2018	£6564.02
Savings Account reconciled with bank statement dated 21 December 2018	<u>£2244.47</u>
Total reconciled to 21 December 2018:	£8808.49

Notes

- £719.85 of total above is ring fenced for the play area.

£719.85

Total available as at 21 December 2018: **£8088.64**

Money going out in January:

Magazine printing	£76.75
CHB Trust	£25.00

9. REPRESENTATION COMMENTS

9.1. BOROUGH COUNCIL

9.1.1.	CP sent his apologies, he reported: <ul style="list-style-type: none">• there is a push to help rough sleepers as much as possible as the problem is growing.• One Council moves on, albeit slowly.	

9.2. COUNTY COUNCIL

9.2.1.	<p>ME reported that she is chair of the Suffolk Road Safe Board with speeding being their main focus. It needs to be completely reviewed, with a more coordinated and coherent policy. ANPR has been used in North Suffolk in an experiment to catch speeding drivers through rural villages. It proved enormously successful and ideally will be utilised more.</p> <p>John Gongerrish is the new Community Engagement Officer, he is holding a meeting in Clare to work more closely with rural communities.</p> <p>Suffolk Council have been trying out “Hot boxes” in their battle with potholes. They are thermal heating machines which result in the potholes being filled lasting longer. 3 have been leased this year, and if they prove successful, the view is to buy them for next winter.</p> <p>Barrow School have now decided to wait until September 2020 before expanding their age range. They will then become the closest school to Hargrave for primary aged children.</p> <p>PR reported that a black sign post had appeared at Birds End with no sign on top. ME agreed to investigate further.</p>	
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9.3. POLICE

9.3.1.	The Police did not attend the meeting and had not submitted a report. It was noted that there is a lack of support for rural villages. A questionnaire was sent out recently regarding the Police Precept increase, but it did not give the opportunity to feedback our views as a village as a whole. AK to request attendance for the next meeting, ME advised of a new Community Engagement Officer, so things may change.	AK
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10. PLANNING APPLICATIONS

	None received	
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11. NEIGHBOURHOOD WATCH

11.1	Nothing to report locally.	
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12. CORRESPONDENCE

12.1	All correspondence received had previously been circulated by AK.	
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13. ANY OTHER BUSINESS

	AK noted that there was a Clerks Election Briefing being run by SALC, and with the parish elections occurring in May, it would be worth attending. The cost is £25. All councillors present agreed. AK to book herself on to the course.	AK
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14. DATE OF NEXT MEETING

The next meeting will be on **Thursday 7th March, 7.30pm, Hargrave Village Hall.**

Signed (Chairman) Date.....