

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

PRESENT

Colin Painter –Chairman (CP),
David Taylor – Vice Chairman (DT)
James Perry (JP)
Paul Rogers (PR)
Sally Cansdale (SC)
Laura Norton – Clerk (LN)

Mary Evans - ME

1. APOLOGIES FOR ABSENCE

- 1.1. Peter Reddick (PRed)
Cat Williams (CW)
Apologies received from Clive Pollington, Borough Council.

2. DECLARATION OF INTERESTS

- 2.1. Those present were asked if they had any declared interest in the items on the agenda, none were declared, see attached sheet.
(DT signed in error)

3. MINUTES OF THE LAST MEETING

- 3.1. Last meetings minutes from 1st September 2016 were discussed and approved by all present and were signed by the Chairman.

4. PUBLIC FORUM

- 4.1. No members of the public were present.

5. CLERKS REPORT

- 5.1. ME provided a detailed update regarding outstanding Highways matters. Please see section 8.
- 5.2. From 01.09.16 meeting:
Discussion regarding state of the car park and CP advised a HGV had got stuck in the car park and had to be pulled out. Discussion regarding potential signage to advise “not suitable for HGV parking”.

ACTION CW to obtain costings for signs.

CW

6. ITEMS FOR DISCUSSION

6.1. PLAY AREA

- 6.1.1. DT confirmed that the new equipment was in and up and running. 3 main items had been successfully installed during September and was being well used by the children in the village.
- 6.1.2. DT confirmed the cracks in the bike track were going to be reviewed by the contractor who had installed the track, but remedial work was likely to be conducted next Spring rather than during the Winter.
- 6.1.3. DT confirmed the recent car wash fundraising event had been successful and had raised £150.
- 6.1.4. DT advised there would be an official “park opening” next Spring – date to be confirmed.
- 6.1.5. DT confirmed the recent graffiti attack on the new equipment had been disappointing but had been resolved and cleaned off.
- 6.1.6. DT and JP confirmed that phase 2 will likely be smaller springy items for younger children and also the potential of an outdoor table tennis table.
- 6.1.7. CP asked what other fundraising arrangements were in place. DT confirmed more grants and more car washes.
CP proposed that the Parish Council absorb the remainder of the bridging loan (£575.18). All present were in agreement.
- 6.1.8. DT raised the possibility of a security bollard to be installed at the entrance via the garages from School Cottages. All present were in agreement that that was a good idea.

6.2. NEIGHBOURHOOD PLAN

- 6.2.1. CP advised the next step is for a consultant to visit site and complete a ½ day course with members of the NP Team. This would be to cover the next steps required, the targets to be set etc.
3 Consultants had been contacted – one was not interested, two had quoted and discussions were in place with a view to getting one of these on site during November for the workshop to be completed. The price will be £500 for a half day workshop.
CP confirmed that there was grant money available to pay for this workshop.
- 6.2.2. CP confirmed that they will need more volunteers in order to continue.

6.3. TRAFFIC ISSUES

- 6.3.1. Please see ME’s report at Section 8.

6.4. WEBSITE

- 6.4.1. It was confirmed that Suffolk County Council had moved the One Suffolk website service to Community Action Suffolk with a view to charging Parish Councils £50+VAT to continue using and hosting their websites.

Fortunately PR had offered to assist in getting a new website domain purchased for the Parish Council and also getting a new website online ASAP. It was agreed by all that the new website was better and huge thanks were given to PR for all his efforts in this regard.

The new website domain is www.hargrave-suffolk.co.uk.

6.5. VACANCY FOR CLERK

- 6.5.1. CP confirmed that LN had handed in her notice with a view to finishing at the end of March 2017.
CP asked those present if there were any suggestions for a replacement. CP also advised that an advert would be run in the village newsletter.

6.6. 2017 BUDGET AND PRECEPT

- 6.6.1. LN had circulated the proposed budget figures for 2017/18 in advance of the meeting. These calculated income (excluding the Precept) of £501.08 and expenses of £3,353.25.

No queries or amendments were raised with the proposed budget.

- 6.6.2. With regards to the Precept, the Precept form had been received from the Borough Council 2 days prior to the Parish Council meeting.

LN had circulated examples indicating the effect of the various options available.

- Same as 2016 (£4,100) would increase the overall bill per household by £1.97 per annum (5.91% increase)
- Decrease Precept to £4,000 would increase the overall bill per household by £1.11 per annum (1.11% increase)
- Decrease Precept to £3,854 would decrease the overall bill per household by £0.15 per annum (0.45% decrease)

It was to be noted that the Borough Council have decreased their level of grants and therefore requesting the same value as previous years (£4,100) would actually increase the Council Tax for the village by £1.97 per year.

- 6.6.3. After discussion it was agreed to go with the same value as last year of £4,100.

ACTION: LN to prepare the Precept form for signature at January's meeting.

LN

- 6.6.4. **ACTION:** CP to put a notice in the newsletter to inform the village of the increase of £1.97 per annum on their Council Tax bill.

CP

6.7. VILLAGE HALL

- 6.7.1. After the Annual Parish Meeting in May 2016 it was noted that suggestions had been received for a small extension to the village hall to provide a new storage area.

It was agreed by all present that this project should be run by the village hall committee with a view to reporting back to the Parish Council what assistance, funding etc they require.

It was noted that a group of villagers had offered to put in the labour for the potential project it would just require the sourcing of materials etc.

ACTION: Pass the project back to the village hall committee and await updates / actions required etc. CP to let CW (as village hall rep) know. **CP & CW**

7. FINANCIAL REPORT FROM THE RESPONSIBLE FINANCE OFFICER

- 7.1. The RFO provided her report for the accounts in advance of the meeting.

| | |
|--|-------------------|
| Treasurers Account reconciled to end of October 2016 | £26,889.07 |
| Savings Account reconciled to end of October 2016 | <u>£2,241.98</u> |
| Total reconciled to end of October 2016: | £29,131.05 |

Notes re funds:

- £2,000 of total above is ring fenced for the neighbourhood plan (grant received 31.12.14)
- £1,325.18 is owed from playground project to the Parish Council on a short term loan
(being £30,029.24 received to date less £31,354.42 paid out to date) **£2,000**
- **Total ring fenced:**

Total available as at end of October 2016: **£27,131.05**

FORECAST FOR NOVEMBER 2016:

Less

| | | |
|----------------------------------|------------|--------------------|
| Playdale (chq 556) | £25,682.42 | |
| McGregors (chq 555) | £174.00 | |
| Paul Rogers (expenses) (chq 557) | £11.38 | -£25,867.80 |

Plus

| | | |
|---|-----------|------------------|
| Knowles Green payment | £250.00 | |
| VAT return submitted | £4,456.68 | |
| Borough Council payment towards play area | £600.00 | |
| Remainder of play area loan (£1,325.18 less £600) | £725.18 | £6,031.86 |
| Total available going forward | | £7,295.11 |

7.2. No queries or questions raised.

8. REPRESENTATION COMMENTS

8.1. BOROUGH COUNCIL

8.1.1. CPo was not able to attend the meeting.

8.2. COUNTY COUNCIL

- 8.2.1. With regards to the proposal to change the junction at Barrow Hill (moving the junction forward slightly) ME confirmed nothing further had happened with this and she will chase.
ACTION: ME to follow up **ME**
- 8.2.2. With regards to the flood damage / ditches at Birds End, ME confirmed that although this was government funded money there was still no confirmed date for the works to be carried out.
ACTION: ME to follow up **ME**
- 8.2.3. With regards to the speed limits throughout Hargrave it was noted that “harmonising” the limits would be a good tactic however now that changing speed limits is funded via the Council, there is no clear route to get limits changed.
- 8.2.4. ME confirmed that Mark Stevens was now heading up the Highways team – which included creating a drainage team to resolve issues with ditches. Mr Gittus had been spoken to and he had agreed to assist in the clearing of ditches. No timescales as yet for any ditch clearing work.
ACTION: ME to follow up **ME**
- 8.2.5. With regards to the Speed Cam Van, CP advised that the van had been in Hargrave during October. However it was present on a Wednesday mid morning – which is not when there is a speeding problem in the village; and the location of the van was not ideal. CP asked ME to review this again. Key problem time is 4pm-6pm.
ACTION: ME to follow up **ME**
- 8.2.6. CP asked if Police Enforcement could be invited to Hargrave to view the issues as an overall.
ACTION: ME to invite Police Enforcement to Hargrave. **ME**
- 8.2.7. General update
ME advised that there were currently 56 children asylum seekers in Suffolk.

- 8.2.8. ME advised that devolution talks were continuing, there was no clarity as to where it was heading.
- 8.2.9. ME advised that procurement and contracting processes were currently under review at the Council.
- 8.2.10. CP complained about the poor communication from Highways – the Parish Council had chased for the 20mph speed sign on the bends, which had been put in situ, but there had been no communication from Highways to confirm that it was ordered / en route / going in etc. A simple line of communication would have sufficed! ME noted.

8.3. POLICE

- 8.3.1. The Police were unable to attend this evenings meeting and no report had been provided prior to the meeting.

9. PLANNING APPLICATIONS

- 9.1. DC/16/1997/TE3: removal of the phone box.

CP confirmed that the Parish Council had responded to say that there should have been a consultation period whereby the Parish Council could have gone to the village to seek their views.

- 9.2. DC/16/1895/HH: Alma Cottage

The Parish Council had confirmed support for the application.

10. VILLAGE HALL

- 10.1. CW not in attendance to update re any village hall matters.

11. CORRESPONDENCE

- 11.1. All other correspondence had been circulated via email since the last meeting.

12. NEIGHBOURHOOD WATCH

- 12.1. PR confirmed no major incidents to report re Hargrave

13. ANY OTHER BUSINESS

- 13.1. CP confirmed that he would not be continuing as Chairman or as a Councillor come the May 2017 meetings. The Chairman believes it is important that other Villagers are encouraged to become Councillors, particularly some of the newer arrivals.

14. DATE OF NEXT MEETING

The next meeting will be on Thursday 12th January 2017 at 7.30pm.

Signed (Chairman)

Date