

**HARGRAVE PARISH COUNCIL**  
**Minutes of the Meeting held on Thursday 7<sup>th</sup> July 2016**  
**at 7.30pm in Hargrave Village Hall**

**PRESENT**

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

Mary Evans - ME  
Clive Pollington (CPo)

**1. APOLOGIES FOR ABSENCE**

1.1. None – all present

**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.

**3. MINUTES OF THE LAST MEETING**

3.1. There were no minutes to be signed (March 2016 had been signed in May, and the APM and AGM minutes will be signed off in 2017)

**4. PUBLIC FORUM**

4.1. No members of the public were present.

**5. CLERKS REPORT**

**5.1. Paper work from Sally**

Sally confirmed she had brought the paper work with her to the meeting to review with LN.

**5.2. Additional road side “speeders beware” signage / competition**

Printing quotes received which varied depending on the thickness of the material / paper / laminating and the size. Agreed that we would run it as a competition for the children in the village with the winner receiving a monetary prize (as we have funding provided by the Borough Council for this project) and the winner / top 3 will get their designs printed for display on the verge in the village.

**ACTION** LN to finalise a plan for inclusion in the July / August newsletter. **LN**

### 5.3. **Emergency Plan**

We had received Ousden's Emergency Plan following on from discussions at the last meeting and it was agreed that the Plan was too in depth for our needs and requirements however we liked the leaflet and would progress that as our Plan.

It was noted that the majority of the contact numbers on the leaflet are already published in the newsletter.

It was noted that Barrow have recently been training some First Responders and also had access to a defibrillator. Agreed we would ask if we are able to have contact details for any of these individuals for use on our Plan.

Discussion also regarding who has First Aid skills in the village that may be happy to be contacted in an emergency.

**ACTION** LN to liaise with Barrow Clerk re First Responder contacts.

**LN**

## 6. **ITEMS FOR DISCUSSION**

### 6.1. **PLAY AREA**

6.1.1. DT confirmed that the application for a grant from the Borough Council of £7,900 had been accepted – thanks were given to Clive for his input in to this. ME also thanked for all of her funding help too.

6.1.2. DT confirmed we had now raised enough for the play equipment!

6.1.3. DT advised conversations ongoing with Playdale re the removal of the two remaining pieces of equipment – the see-saw and the igloo frame. The removal costs had not been factored in to fundraising efforts. Playdale had provided a quote which seemed high – alternative quotes to be obtained.

**ACTION** PRed offered to speak with John (Groundworks) for a quote.

**PRed**

6.1.4. DT confirmed that the order was ready to be placed with Playdale subject to Parish Council approval. All present approved, and order to be placed.

The quote (ref 34330) of £20,081.60 exc VAT is for a Timber Cradle Swing, Timber Team Swing, Twist Plus with plastic slide, all surfacing, delivery and installation.

**ACTION** Place order with Playdale

**DT**

6.1.5. CP suggested that an opening / celebratory ceremony should be organised.

6.1.6. LN was thanked for her efforts with the Silent Auction (which raised over £700) and all helpers were thanked re the efforts with the Street Party (raised nearly £400).

Fun run sponsorship money is still being received!

## **6.2. NEIGHBOURHOOD PLAN**

- 6.2.1.** CP confirmed that there had been unanimous approval at the APM for the Neighbourhood Plan to progress. There had also been 2 new volunteers – though more are needed! There was a reminder that this is a village activity, not a parish council activity.
- 6.2.2.** CP and ME confirmed that she had sourced somebody within the Locality Team who would be able to assist – Michael Atwood – he starts in the area on 11<sup>th</sup> July and would be available to help.
- 6.2.3.** CP confirmed that the APM presentation and result had been forwarded to Ann-Marie Howell (Principal Planning Officer at West Suffolk) who was impressed with the progress by Hargrave to date.
- 6.2.4.** There was a discussion re how to confirm the skills needed and the gaps in resource as well as deciding how to split the work and the project management needed. There is a lot to consider as it is not a straight forward task. Discussion regarding whether external consultancy advice is needed or perhaps a workshop. Confirmation that there is grant money available for the expense of getting external assistance.

## **6.3. BIRDS END UPDATE**

- 6.3.1.** ME and CP outlined the recent meeting held at Birds End with the local residents and Guy from Highways. There was an agreed list of action points which had been circulated which included:

### **Traffic:**

- Advise the date for the installation of the advisory speed limit signs for the S bends.
- Draft a recommendation for change of speed limit between the Wash and Birds End. Progress any submission via the Parish Council
- Look to bring forward the road junction markings at Barrow Hill/Wash to give drivers more visibility of oncoming vehicles
- Advise on dates for speed census in Bury Road and Wickhambrook Road

### **Drainage:**

- undertake clearing of "gulleys" along Birds End
- clear "gully" at Wash cottage corner
- contact Mr Gittus for the ditch to be cleared.
- CP to contact Mr Williams to clear ditch
- Obtain timeline for revised plan to resolve flood damage at Birds End. Aim for completion by October.

6.3.2. With regards to the repair of the ditches at Birds End there has been a delay for works to start due to Anglian Water who are concerned about the vibrations of equipment on an underground pipe in the area; as well as from UK Power Networks regarding overhead cable safety. ME is still pushing for the repair to be this year, though Highways are potentially thinking next year. There is a plan to use gabions (wired cages filled with stones).

6.3.3. With regards to safety concerns through Birds End it was discussed that the recent accidents and incidents through Birds End had been caused primarily due to poor driving and poor road conditions as opposed to speeding. It is hoped that if the gully's and ditches are maintained on a regular basis this would improve the road and improve safety.

6.3.4. Discussion regarding speed limit for the area, to include the Wash, and an advisory 20mph speed limit sign is due to go in at the Wash bends.

6.3.5. ME was asked if the 40mph speed limit could be moved forward to join the rest of the village and ME advised an application would need to go in by the Officer in charge. ME will check with Guy regarding the chances of success and will revert.

**ACTION** ME to revert re movement of speed limit.

**ME**

6.3.6. CP advised biggest concern in that part of the village is the risk to Wash Cottage.

6.3.7. Also discussion re the t-junction at Birds End – Highways had mentioned possibility of bringing the junction forward to improve the line of sight as at the moment is very difficult to see around the hedge and the bend.

## **7. FINANCIAL REPORT FROM THE RESPONSIBLE FINANCE OFFICER**

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

7.2. Treasurers Account reconciled to end of June 2016                      £10,977.67

Savings Account reconciled to end of June 2016                      £2,241.59

**Total reconciled to end of June 2016:                                      £13,219.26**

### *Notes re funds:*

- £2,000 of total above is ring fenced for the neighbourhood plan (grant received 31.12.14)
- £2,031.34 of total above has been raised for the playground project (being £11,983.74 received to date less £9,952.40 paid out to date)
- Total ring fenced: £4,031.34

**Total available:    £9,187.92**

7.3. One query raised regarding timescales for receiving the money from the Lottery. RFO confirmed that although email confirmation had been received from the Lottery, the bank statement cut off date was the 22<sup>nd</sup> June so funds potentially are in the account but won't show until July's bank statement is received.

- 7.4. It was noted that monies due in for the play area in July would amount to £10,721.50 (Waitrose £177, Lottery £9,500, Auction monies £90 & £51, Street Party £235.50, Fun run sponsorship £168.00, Borough Council £500)

## 8. REPRESENTATION COMMENTS

### 8.1. BOROUGH COUNCIL

- 8.1.1. CPo confirmed the Waste Hub had been approved though was still awaiting planning.
- 8.1.2. Devolution still being discussed – various councils have now backed out.
- 8.1.3. Nothing else to report.

### 8.2. COUNTY COUNCIL

- 8.2.1. ME confirmed that the new “Community Transport Service” has been launched – it combines all previous transport services to be under one telephone number and one facility. Information to be forwarded on so it can be circulated and put in the newsletter etc. Longer operational hours to try to encourage more use – Monday – Saturday 7am – 7pm – hope to catch workers and students, not just older generation. Service also available for hire by villages.
- 8.2.2. ME also confirmed this is Scam Awareness month – telephone scams on the increase and villagers should be aware.
- 8.2.3. **Speed cam van**  
ME advised that the VAS data needs to be sent on a template to Suffolk Police. PR advised he had the template so would send it off.

**ACTION** PR forward VAS info to Norfolk Police.

**PR**

### 8.3. POLICE

- 8.3.1. The Police were unable to attend this evenings meeting and no report was submitted in advance.

## 9. PLANNING APPLICATIONS

- 9.1. The Old Rectory Cart Lodge (DC/16/0970/HH)  
Subcommittee had approved the application and returned the form.

## 10. VILLAGE HALL

- 10.1. CW confirmed there had not been a village hall meeting since our last Parish Council meeting so nothing further to report.

- 10.2. CP raised concern over the flood risk in the car park. CW advised repairs had been undertaken re a pipe in the area which they hoped would decrease chance of flooding – though noted the recent flooding was due to the volume of rain recently.

## 11. CORRESPONDENCE

- 11.1. Rural Vision 2031 pack had been received. Huge amount of documentation but no covering note to confirm what had changed since the last issue. CP asked CPo what the changes were and we were advised the Parish Council should write to Ian Gallin to request an update on the changes in the documents. CPo confident that there will be no changes to Hargrave!

**ACTION** LN to write to Ian Gallin to confirm what the changes are in the documentation. **LN**

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

## 12. NEIGHBOURHOOD WATCH

- 12.1. PR confirmed the details known about the aggravated burglary in the village on Sunday 26<sup>th</sup> June 2016.

Police Connect message relating to the incident:

*Police are appealing for information following an aggravated burglary at a home in Wickhambrook Road in Hargrave.*

*The incident happened around 8.15pm yesterday, Sunday 26 June. A female resident went into her bedroom and disturbed a man and a woman who were searching the room, after gaining access via an open window.*

*The man demanded money before knocking the resident onto the bed and threatening her with a knife. Both offenders then fled.*

*At this stage it's not clear exactly what was stolen.*

*The lady was uninjured but was left extremely shaken by the incident.*

*The female offender is described as possibly in her late teens to mid 20s, around 5ft 6ins – 5ft 7ins, very thin and gaunt with dark hair in a tight pony tail, and was dressed all in black.*

*Police believe the two may have parked a vehicle in the vicinity – possibly in Ousden Road – and are asking anyone who may have seen anything suspicious in this area yesterday evening to come forward as soon as possible.*

*If you recognise the description, saw anything unusual or have any information about the offenders please call Bury St Edmunds CID on 101, quoting crime number 40794/16.*

- 12.2. No other incidents to report.

**13. ANY OTHER BUSINESS**

**13.1.** CP advised email received 05.07.16 via website from a resident in School Cottages regarding concern over the builders' vans being parked on the entrance to School Cottages whilst building work is being undertaken on Bury Road.

CP had agreed to go and discuss with the builders which he had on 06.07.16. CP had thanked the builders for not parking on Bury Road which would have caused a hazard as it's on a bend, but had requested them not to park on the path in School Cottages.

CP advised he would monitor it.

LN asked to reply to the resident concerned to keep him updated.

**ACTION** LN email reply to resident.

**LN / CP**

**13.2.** DT queried action needed concerning branches overhanging wires on the Green. CP confirmed DT should contact UK Power Networks in the first instance and see if they will cut them back. If not, then revert back to the Parish Council.

**14. DATE OF NEXT MEETING**

The next meeting will be on Thursday 1<sup>st</sup> September 2016 at 7.30pm.

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Signed (Chairman)

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Date