

HARGRAVE PARISH COUNCIL
Minutes of the Meeting held on Thursday 9th November 2017
at 7.30pm in Hargrave Village Hall

PRESENT

David Taylor - Chairman (DT)
 Sally Carsdale (SC)
 Sue Hammond (SH)
 Peter Reddick (Pred)
 Paul Rogers (PR)
 Jasmine Ince (JI) - Clerk

Mary Evans, County Councillor (ME)

1. WELCOME AND INTRODUCTIONS

1.1.	DT welcomed Antonia King to the meeting and advised that she was taking over from JI as Parish Clerk wef 1 st December.	
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2. APOLOGIES FOR ABSENCE

2.1.	James Perry and Clive Pollington had both given their apologies in advance.	
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3. DECLARATION OF INTERESTS

3.1.	Those present were asked if they had a declared interest in any of the items on the agenda. SC notified a disclosable pecuniary interest in item 6.	
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4. MINUTES OF THE LAST MEETING HELD ON 7TH SEPTEMBER

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

5.1.	No members of the public were present to raise any issues.	
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6. MATTERS ARISING FROM MINUTES OF THE LAST MEETING

6.1.	Parish Council Standing Orders - see item 7.4.	
6.2.	Grass cutting for 2018 – JI had advised McGregors that their quote had been agreed.	
6.3.	Community Speed Watch – PR reported that he had contacted Lidgate group and was awaiting a response.	
6.4.	Lower section of Church Lane – Pred confirmed he would report the poor road condition to Highways, together with photographs, through their online system. ACTION: PRed	PRed

6.5	Village Newsletter – DT advised that no-one had contacted him re assisting Chris Hartnell. He will contact Chris to see if he has had any direct response. ACTION: DT to contact Chris Hartnell	DT
6.6	Grass cutting of footpaths – see item 7.1.	
6.7	Asset register – see item 8.3.	
6.8	School transport – DT reported that the consultation period for proposed changes to school transport had been delayed until the new year following a challenge by opposition members of the County Council. This item will now be discussed at January's Parish Council meeting. See also ME's report at item 9.2.2.	

7. ITEMS FOR DISCUSSION

7.1. GRASS CUTTING OF FOOTPATHS

7.1.1.	<p>DT reminded the meeting that 3 are cut by SCC and these are bridlepaths and on the periphery of the village – Frogs End farm to Barrow, Church Lane to Denham and Knowles Green to Tan Office Green, Chevington. The Council had advised that any request to cut new paths would require the trade-off of existing paths cut. The meeting discussed whether there are more important footpaths within the village and concluded that the footpath opposite the village hall to Birds End and that behind the village hall to Church End would make more significant contributions to improving accessibility from the more remote parts of the village. The Birds End path might be substituted for grass cutting whilst the Church End path would benefit from a more sympathetic treatment by the farmer.</p> <p>DT had also spoken to Vic Turner, the footpath warden, prior to the meeting, for his view on priority footpaths to be cut. He considered that the one opposite the village hall was an important one.</p> <p>ACTION: DT will write an article for the newsletter seeking villagers' views as to their priorities before focusing on a plan of action. Views will also be sought through the village website (PR).</p>	DT/PR
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7.2. GRASS CUTTING PLAY AREA – ADDITIONAL CUT

7.2.1.	DT advised that McGregors had previously requested to undertake an additional cut at the play area as the grass had still been growing due to the warm, wet weather. Following a visit to the play area he had subsequently agreed this and the work had since been undertaken.	
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7.3. NEWSLETTER RECEIPTS

7.3.1.	<p>Jl advised that Chris Hartnell, the Editor, had contacted her to suggest that he undertake the banking of receipts from advertisers. This was agreed.</p> <p>ACTION: Jl to advise Chris and provide him with the Parish Council bank details.</p>	Jl
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7.4. PARISH COUNCIL STANDING ORDERS

7.4.1.	<p>Prior to the meeting, PR and JI had identified the areas where information needed to be inserted by the Parish Council, where alternative options had been listed for the Council to choose from, in addition to removing references to Wales. The meeting worked through the document and agreed the information to be inserted and/or amended.</p> <p>ACTION: PR volunteered to insert the agreed changes. He has already put the draft document on the website and the final version will be uploaded in due course.</p>	PR
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7.5. 2018 BUDGET AND PRECEPT OPTIONS

7.5.1.	<p>Jl had circulated the proposed budget figures for 2018/19. These calculated current income (excluding the precept) of £501.08 and expenses of £3654.24. No queries or amendments were raised with the proposed budget. She had also circulated the following precept options:</p> <ul style="list-style-type: none">• Precept same as 2017 (£4100) would decrease the overall Council Tax bill by £0.15 (0.43% decrease)• Decrease Precept to £3654 would decrease the overall Council tax bill by £3.97 (11.25% decrease)• Increase Precept to £4154 would increase the overall Council Tax bill by £0.32 (0.91% increase)• Decrease precept to £4000 would decrease the overall Council Tax bill by £1.00 (2.83% decrease) <p>After discussion, it was agreed to go for Option 3, increasing the Precept to £4154.</p> <p>ACTION: JI to prepare the Precept form for signature at January's meeting.</p>	JI
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7.6. KNOWLES GREEN GRAZING LICENCE FROM 1ST APRIL 2018

7.6.1.	It was decided that this item would be discussed at the end of the meeting, as SC had declared an interest. She therefore left the meeting before the item was discussed.	
7.6.2.	<p>Jl advised that the 3 year grazing licence, currently in place, expires on 31.03.18. The current charge is £250 per 6 months. After discussion, it was agreed that DT would write to Mark Carsdale to enquire whether he wishes to continue with the grazing agreement.</p> <p>ACTION: DT to write to Mark Carsdale.</p>	DT
7.6.3.	<p>It was also agreed that PRed would look into current renting values.</p> <p>ACTION: Pred to investigate current rental levels.</p>	PRed

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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Treasurers Account reconciled with bank statement d/d

20th October 2017 £14196.62

Savings Account reconciled with bank statement d/d

20th October 2017 £2,243.12

Total reconciled to 20th October 2017: **£16439.74**

Notes re funds:

- £7706.90 of total above is ring fenced for the Neighbourhood Plan (grant received 31.12.14 & 05.05.17)
- £840.00 of total above is ring fenced for the play area

Total available as at 20th October 2017 : **£7892.84**

8.2.	Jl advised that, since the report had been issued, the Neighbourhood Plan consultant had submitted his final invoice for £7700.00 reducing the ring fenced amount for the Plan to £6.90. In addition, a VAT refund for £157.14 had been received.	
8.3.	Jl had updated the Asset Register to comply with BDO requirements to include purchase price and date of acquisition for each item and circulated it prior to the meeting. There were a few gaps where the information was not available as the asset was so old. After discussion, it was agreed that the relevant entries should indicate "unknown". ACTION: Jl to complete the asset register.	Jl
8.4.	Clerk training by SALC had been identified and was agreed for the new clerk, Antonia King, to attend on February 23 rd and March 2 nd at a cost of £100 plus VAT (VAT to be reclaimed). ACTION: Jl to book the training.	Jl

9. REPRESENTATION COMMENTS

9.1. BOROUGH COUNCIL

9.1.1.	CP was unable to attend the meeting but had circulated a report in advance which had been circulated.	
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9.2 COUNTY COUNCIL

9.2.1	ME advised that the County Council had responded to the consultation on the Neighbourhood Plan. The officer considering the response had been very impressed with the Plan.	
9.2.2	The school transport proposals will be considered by Cabinet in December then, all being well, the consultation will commence in January. ME is keen to hear villagers/parents and the Parish Council's views at the next meeting in January. The proposals are that free school transport will only be available for children going to the school nearest their home address. The proposals will not affect special needs or free school meals children. ME will write a briefing note in time to be included in the next Newsletter. ACTION: ME to write briefing note to be included in the newsletter.	ME
9.2.3	ME advised that A-Level results this year are good. Also Suffolk is up to national attainment standards at KS1 and 2 although there is a gap between girls and boys, in that some boys are falling behind.	
9.2.4	The Council are about to launch another appeal for foster parents. Certain groups are hard to place e.g. boys 11 and over and teenage mothers. There are also cases where children have to be fostered out of the County away from their natural relatives and the Council is joining with other authorities to form a fostering consortium.	
9.2.5	The police meeting at Clare recently on speeding went very well. The police have purchased two new speed camera vehicles.	
9.2.6	DT mentioned the increased traffic during the night, particularly with HGVs driving through the village as a result of night road works on the A14. SH said that there appeared to be problem with the diversion route set up. ME explained that this had been picked up and one of her colleagues had spoken to Highways England who will be placing better signage for the diversion route.	
9.2.7	ME inquired how the piling works were going at The Wash. SC advised that Highways were struggling to get the piling in because of the tree roots. She reported that the road surface was bad with lots of potholes and ME advised that Highways would need to make good any damage caused by the works. She asked SC to take photographs of the damage and send them to her. ACTION: SC to take photographs and send to ME	SC
9.2.8	Concerns were raised that some of the workers were sleeping in their vans overnight. ME said she would raise this. ACTION: ME to raise the Parish Council's concerns.	ME

9.3 POLICE

9.3.1	The Police did not attend the meeting and had not submitted a report.	
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10. PLANNING APPLICATIONS

10.1	No applications had been received since the last meeting.	
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11. NEIGHBOURHOOD PLAN

11.1	PR advised that the consultation had been extended for a few more days from 31 st October as the website had failed on 30 th October, rejecting new entries. He had contacted the people whose entries had been rejected.	
11.2	PRed explained that the Neighbourhood Plan group were meeting with the consultant the following week to review comments made on the Plan. The Plan is also being considered by the Borough Council.	

12. NEIGHBOURHOOD WATCH

12.1	<p>PR provided a report of incidents in local areas:</p> <ul style="list-style-type: none">• Unsolicited caller in white van 09.11.17 called in Hundon selling garden furniture.• Chevington Farm break in 27.10.17 – gates and building broken into and a tracked vehicle stolen. Vehicle later found abandoned as it had broken down.• Gt Thurlow and Withersfield 6th – 7th November – white Mercedes Vito van with driver and passenger driving slowly and looking into houses.• Man calling door to door at Gt Bradley 06.11.17 – asking if occupants wanted some shingle.• 4 daytime/dusk burglaries and another attempted in Whepstead 31.10.17 – no sightings of any suspicious vehicles or callers.• Number of reports of suspicious activity by two people taking photographs of the inside of local churches.• Two horses injured 05.10.17 in Stradishall – shot with an air rifle.• Theft of lead from churches has begun again.	
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13. CORRESPONDENCE

13.1	All correspondence received had previously been circulated by JI.	
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14. ANY OTHER BUSINESS

14.1	<p>Jl advised that Vic Turner, the footpath warden had contacted her to advise that he was running very low on the footpath maps. The last order was for 500 copies in September 2015. After discussion, it was agreed to arrange for 500 to be printed.</p> <p>ACTION: JI to arrange printing of footpath maps with Vertas and advise Vic.</p>	JI
14.2	DT reported that he had received new bolt covers from Playdale for the missing bolts on one of the items of play equipment but they had sent the wrong ones! Correct ones awaited.	
14.3	PRed reminded the meeting that there would be a Remembrance Service in the village hall on 12 th November at 11.45 am.	

15. DATE OF NEXT MEETING

The next meeting will be on **Thursday 11th January 2018 at 7.30pm.**

Signed (Chairman) Date.....