

**HARGRAVE PARISH COUNCIL**  
**Minutes of the Meeting held on Thursday 9<sup>th</sup> July 2020**  
**at 7.30pm via ZOOM**

**PRESENT**

David Taylor (DT)  
Peter Reddick (PRed)  
James Perry (JP)  
Paul Rogers (PR)  
Sue Hammond (SH)  
Antonia King (AK) - Clerk  
Mike Chester (MC)

**1. WELCOME AND INTRODUCTIONS**

1.1.	DT welcomed everyone to the meeting.	
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**2. APOLOGIES FOR ABSENCE**

2.1.	RA and SC 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**

4.1.	There were no minutes to be signed. The AGM minutes for 14 <sup>th</sup> May 2020 will be signed at the next AGM to be held in 2021.	
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**5. PUBLIC FORUM**

5.1.	No members of the public were present.	
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**6. MATTERS ARISING FROM MINUTES OF THE LAST MEETING**

6.1.	Playing field hedges – DT confirmed that nothing more will be done until autumn,	<b>DT</b>
6.2.	Knowles Green gate – the new gate latch has been fitted and the posts have been fixed.	
6.3.	Neighbourhood watch signs – PR confirmed there is nothing more to be done, all signs are up.	
6.4.	Village hall bench – AK is waiting to hear back from Cat regarding the name of her neighbour.	<b>AK</b>
6.5.	Exercise of public rights – PR confirmed the dates are on the website.	

## **7. ITEMS FOR DISCUSSION**

### **7.1. NEWSLETTER EDITOR**

<b>7.1.1</b>	Chris Hartnell will be editing the next newsletter as his last, due to his imminent house move. AK suggested that she would be happy to take on the role, but only in a shared capacity. It was agreed that the next newsletter would advertise for the vacancy as a shared role. We would also advertise the vacancy on social media, website and village notice boards.	<b>AK</b>
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### **7.2. REWILDING OF VERGES AND GREENS**

<b>7.2.1.</b>	DT had previously circulated a report outlining ideas to the councillors (see attached), everyone was happy with the proposals, It was suggested that the new residents of Green Farm should be contacted for their views as some of the ideas would affect land by their property,	<b>DT</b>
<b>7.2.2.</b>	MC has £475.00 available for Hargrave from his locality budget funding, AK suggested that this could be used within the rewilding plans for bulbs. MC was satisfied in theory that it met the essential criteria required, and would forward a claim form to AK.	<b>MC/AK</b>

### **7.3. AUDIT POINTS**

<b>7.3.1.</b>	AK had circulated the audit points prior to the meeting, it was agreed that the review of these points would take place in more depth in the September meeting.	<b>AK</b>
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### **7.4. FINANCIAL RISK ASSESSMENT**

<b>7.4.1.</b>	AK had circulated the financial risk assessment prior to the meeting for everyone to review and approve. There were no points raised and it was approved by all. Next review will be by July 2021. PR to put on website.	<b>PR</b>
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### **7.5. HERITAGE PROJECT**

<b>7.5.1.</b>	PRed had circulated a report prior to the meeting – see attached. The underpinning and cracks have now been repaired and completed. They now need 3 months to settle before it can be plastered and redecorated.	
<b>7.5.2.</b>	DT spoke for everyone in congratulating PRed for all the hard work he has put into this project.	

### **7.6. VILLAGE HALL PROJECT**

<b>7.6.1.</b>	A meeting is scheduled for later this month, so a more detailed update can be given at the next PC meeting. Currently it appears that a new build will be cheaper than an upgrade and extension, but a village approval will be needed before any decision can be confirmed.	
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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 summary is provided, and the reports attached:	
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### Financial Officers Summary report

#### Meeting 09.07.20

The RFO advised current position as:

Treasurers Account reconciled with bank statement dated 22.06.2020	£12433.30
Savings Account reconciled with bank statement dated 22.06.2020	<u>£2246.18</u>
<b>Total reconciled to 22 June 2020:</b>	<b>£14679.48</b>

#### Notes

- £1500.00 of total is ring fenced for the village hall fund. £1500.00

**Total available as at 22 June 2020:** **£13179.48**

#### Money coming in in July:

#### Money going out in May:

Clerk salary	£123.60
APM expenses – Cat Williams	£72.40
Parish Magazine Printing	£74.70
Henry Upton	£600.00
McGregor Services	£534.00
SALC	£19.20

Data Protection Fee	£40.00
Stamps – Antonia King	£7.80
Amanda Barrett Creative Design	£158.40

<b>£1630.10</b>	<b>£11549.38</b>
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<b>8.2.</b>	As per the audit comment to show bank statements at the next meetings to provide evidence of the banks reconciliations, DT to sign each statement.	<b>AK/DT</b>
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## **9. REPRESENTATION COMMENTS**

### **9.1. DISTRICT COUNCIL**

<b>9.1.1.</b>	MC attended the meeting, his report is attached.	
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### **9.2. COUNTY COUNCIL**

<b>9.2.1.</b>	ME sent her apologies, her report is attached.	
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### **9.3. POLICE**

<b>9.3.1.</b>	The Police did not attend the meeting and had not submitted a report.	
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## **10. PLANNING APPLICATIONS**

<b>10.1</b>	No planning applications have been received.	
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## **11. NEIGHBOURHOOD WATCH**

<b>11.1</b>	Nothing local to report.	
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## **12. CORRESPONDENCE**

<b>12.1</b>	All correspondence received had previously been circulated by AK.	
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## **13. ANY OTHER BUSINESS**

<b>13.1.</b>	AK confirmed that the annual litter pick usually organised for the spring, has	<b>AK</b>
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	been rearranged to September. It was agreed that September 19 <sup>th</sup> would be the new date. AK to organise and advertise the event.	
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**14. DATE OF NEXT MEETINGS**

The next parish meeting will be on **Thursday 10<sup>th</sup> September 2020, 7.30pm, Hargrave Village Hall.**

Signed (Chairman) ..... Date.....

Report for Hargrave Parish Council meeting 9<sup>th</sup> July 2020.

**Rewilding of verges and greens in Hargrave.**

**Background.**

The Neighbourhood plan identified the interest of the village in improving the bio diversity of the village environment. So far a successful application has been made to the Woodland trust for 400 new trees planned for this Autumn and we were able to obtain free Wildflower seeds from Fothergills, thanks to Antonia and these have been distributed to various people around the village. Another target has been to improve the bio diversity along our grass verges and on the greens of the village , a target shared with with many other Local authorities including Suffolk County Council. This proposal outlines a suggested way forward looking first at the verges and greens that fall within the responsibility of the Parish Council.

**Proposal.**

Antonia and Jill de Latt and myself have recently looked at the verges and Greens currently falling to the responsibility of the Parish Council for maintenance. Our suggestion is that grass cutting of all those verges be reduced in both extent and regularity, this would mean that for all the verges areas close to the road will continue to be cut regularly to an extent that achieves traffic safety but areas beyond that will be left and cut once in early spring and then again in late September. The Green with the bus shelter will continue to have reduced cutting leaving the attractive flower areas under and beside the trees whilst the green behind the village notice boards will have borders cut regularly but an area in the middle will have the twice a year cut. In addition it is suggested that this area could also have snowdrops planted to help define the area and also provide an early spring splash of colour.

It should also be noted that the oak tree planted by Jean Bushell in this same area, around 20 yrs ago is not in good health and parts of it are dying. After discussion with Martin Gilbert ,who works on tree management in Ickworth Park, the recommendation is to cut it down, the site of the tree would then be part of the rewilded part of the green.

This is the first stage of a larger project to look at all verges and green areas within the village some of which fall to other interested parties within the village both in terms of ownership and maintenance.

### **Next steps.**

Subject to the thoughts and agreement from the Parish council it is proposed to discuss this option with our grass cutter who has expressed an interest in ways to protect existing wildflowers. We would then look at outlining this initial stage to the village through the August village newsletter asking for comments. Subject to the consultation we could look at commencing this from September onwards .

### **Action.**

Parish council to agree with outline plan of action with regular updates on the progress of the initiative.

**Dave Taylor** (following discussion with Antonia and Jill).

### **Hargrave Heritage Project Update**

Our small group of seven continues to research and collect content for the four sections - history, buildings, families and memories with a view to launching the new heritage website in the autumn.

A launch event at the church had been planned for the autumn for 50/100 people. In the "new norm" and having regard to the outlook for the rest of the year, it has been decided not to proceed with this. An alternative launch event is being planned that will work within restrictions. If possible, a "big bash" completion event will take place in spring/early summer 2021.

Promotion of the project has begun through social media and initial reaction is favourable.

Arrangements have been put in place to comply with GDPR regulations where relevant to donated information, to protect personal information and the project partners, the parish council and PCC, and the volunteers.

Attached below is the proposed preface for the website which expresses the ethos of this community project.

**Peter Reddick**



Hargrave Heritage is a community project to gather and publish the history of this ancient settlement for current and past residents, students and those fascinated by the story of West Suffolk's significant contribution to the nation's past. It was initiated through a partnership of the Parish Council and the Parochial Church Council of St Edmund's Church.

The village's history and that of its residents was unwritten when in 2020 the project group of seven residents got together to gather what information they could find during the setting-up phase of 12 months, with a view to publishing for free access through a website and public exhibition. Grant funding for this establishment phase is provided by the National Lottery Heritage Fund.

The establishment phase will only lay the foundation for what is intended to be an ongoing, evolutionary and dynamic project, continuing to gather today's events for tomorrow's history and to add to, and amend, the foundation archive. The chosen media of the website and exhibition will accommodate with ease this evolutionary process. Continuing community engagement is key to the ultimate success of this significant investment in the settlement of Hargrave, whether through active membership of the Hargrave Heritage Group or through individual contributions of information, anecdotes, documents or old photos.

Unlike adjoining villages such as Chevington or Lidgate, Hargrave's history is not collected and published in a book. The project group has gathered what could be found - not helped by the Covid-19 pandemic restricting access to many sources - and there will be further information to add in the future. Ancient factual history is more difficult to discover and is often the subject of conflicting historians' opinions or speculation. You are therefore invited to help our quest by writing to our group to tell us what you know at [hargraveheritage@gmail.com](mailto:hargraveheritage@gmail.com)

The project group hope you will enjoy learning about our small village and those who have lived here for over 1000 years.

Jill de Laat  
Simon de Laat  
Chris Hartnell  
Peter Reddick  
Paul Rogers  
Dave Taylor  
Jill Upton



### **Building Work Progress**

(01/06/20) The underpinning work was completed in May 2020 and is now being allowed to settle before repairing the cracks and making good.