

HARGRAVE PARISH COUNCIL

Minutes of the meeting held on Thursday 12th January 2023 at 7.30pm in Hargrave Village Hall.

Councillors present: Colin Painter (Acting Chair), Sally Cansdale, Simon Pratt-Adams, Paul Rogers and John Schofield.

Also present: Antonia King (clerk), Bobby Bennett (County Councillor) and Mike Chester (District Councillor).

1. **Chair's welcome and statement** – Chair opened the meeting at 7.30pm.
2. **To receive apologies and approval of absences** – Apologies were received from Cllr Taylor and Cheng due to personal reasons, these were accepted and approved.
3. **To receive declaration of interests and to note the determination of requests for dispensations** – there were no declarations of interest or requests for dispensation for the agenda under discussion.
4. **To receive and approve the minutes of the last meetings held on November 10th 2022.**
 - 1) Approval of the minutes for November 10th 2022 was given by all present, Chair signed the paper copy of the minutes.
5. **To receive comment from members of the public present:**
 - 1) On the agenda under discussion – none received.
 - 2) Matters relating to Hargrave in general – none received.
6. **Matters arising from Minutes of the last meeting that are not an agenda item and items to note:**
 - 1) Woodland Trust trees – the clerk advised that the community tree scheme applications for March delivery are closed, but applications for November 2023 delivery opens on 18th January. Cllr Bennett offered funds from her locality budget to buy tree packs to plant this spring.
 - 2) Removal and re-siting of the Chestnut tree on Church Lane – this is to be done before the spring.
 - 3) The proposed date for the NP consultation – Cllr Painter confirmed this has been arranged for February 11th.
7. **Agenda items for discussion:**
 - 1) **To receive an update from the clerk regarding the drainage problems outside Old School House** – Cllr Schofield reported that during the recent wet weather the site did not flood and it maybe likely that some remedial work had been carried out as reported. However, he will continue monitoring over the winter period.

- 2) **To receive an update from the Emergency Plan working group** – the council were informed that the next Emergency Planning meeting would take place on 17th January.

- 3) **To discuss the warm spaces ‘Community Lunch’ that took place in December and to consider if it should become a regular event** – the clerk reported that whilst the lunch had again proved popular, numbers were down on the November event. It was thought that because the event was held in close proximity to Christmas it may have meant that villagers were caught up in Christmas preparations and so unable to attend. It was agreed that another lunch would be planned for February.

- 4) **Village biodiversity and environmental issues:**
 - o **Hargrave Wood:** Cllr Bennett promised some of her locality budget to the purchase of more trees before Spring 2023. The clerk is to order from the Woodland Trust and apply for the funding to cover costs.

- 5) **To approve the purchase of a replacement SID machine now the full costs have been established** – Following a formal quote being received from Elan City the council approved the costs of £660.08 towards a new SID machine. The total cost was split 50:50 with Ousden and part funded by Cllr Bennett. The clerk is to place the order.

- 6) **To receive an update and discuss the recruitment of a new clerk** – the clerk advised that no one from the village had responded to the vacancy. Cllr Schofield is to place the vacancy on the village facebook page.

8. **To receive and consider the financial reports from the Responsible Financial Officer**
 - 1) **The finance reports had been circulated in advance of the meeting and the summary is provided.**

Financial Officers Summary report
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Meeting 12.01.2023

The RFO advised current position as:

Treasurers Account reconciled with bank statement dated 22.12.22		£11868.75
Savings Account reconciled with bank statement dated 22.12.22		<u>£5049.54</u>
Total reconciled to 22nd December 2022:		£16918.29
<i>General reserves</i>	£5000.00	
<i>Asset management</i>	£1000.00	
<i>Tree management</i>	£500.00	
<i>Small projects</i>	£1000.00	
<i>Legal costs</i>	£1596.00	
<i>Precept budget</i>	£1296.71	
<i>Groundworks Grant</i>	£6110.00	

Total available as of 22nd December 2022:	£16502.71	<u>£415.58</u>
Money expected in January/February:		
Locality budget – SID machine	£1000.00	
Money expected to go out in January/February		
Suffolk Cloud	£120.00	
Parish Magazine Printing	£89.86	
New SID machine (to be split with Ousden)	£2320.15	
HMRC	£31.00	

It was noted the payments and receipts made since the last meeting:

Treasurers Account

Payments made since 21.10.22

01.11.22	Mrs A King	£142.87
0.11.22	HMRC	£113.72
November close		£256.59

Receipts received since 21.10.22

25.10.22	Newsletter	30.00
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Instant Savers Account

Receipts received since 21.10.22

09.11.22	Lloyds Bank	£0.54
November close		£0.54

Bank Reconciliation at 22.11.22:

	<u>Treasurers Account</u>	<u>Instant Savers Account</u>
<u>SUMMARY</u>		
<u>Balance of accounts c/f:</u>	<u>£12808.35</u>	<u>£5,047.85</u>
Payments in	£30.00	£0.54
Payments out	£256.59	£0.00
<u>Current balance:</u>	<u>£12581.76</u>	<u>£5048.39</u>

Treasurers Account

Payments made since 22.11.22

25.11.22	McGregor Services	£330.00
25.11.22	Mrs A. King	£246.74
25.11.22	HMRC	£28.40
01.12.22	Mrs A. King	£142.87
December close		£748.01

Receipts received since 22.11.22

28.11.22	Newsletter	£5.00
08.12.22	Newsletter	£30.00
December Close		£35.00

Instant Savers Account

Receipts received since 22.11.22

09.12.22	Lloyds Bank	£1.15
December close		£1.15

Bank Reconciliation at 22.12.22:

	<u>Treasurers Account</u>	<u>Instant Savers Account</u>
SUMMARY		
Balance of accounts c/f:	<u>£12581.76</u>	<u>£5,048.39</u>
Payments in	£35.00	£1.15
Payments out	£748.01	£0.00
Current balance:	<u>£11868.75</u>	<u>£5049.54</u>

- 2) **Budget Review:** the clerk reported that on reflection she had increased the precept budget by a further £100 to cover an anticipated salary cost increase. The council approved this.
- 3) **Precept budget for 2023/24:** it was agreed and approved that the precept be set at £5200.00. The Chair and the Clerk signed the paperwork which will be submitted before January 24th 2023.
- 4) **Internet banking payment authorisation paperwork:** The invoices and paperwork relating to the internet banking payments were signed and authorised by Cllr Rogers.
- 5) **Internal Control checks:** In the absence of Cllr Cheng, Cllr Rogers signed off the checks for November and December.

9. Representation Comments:

- 1) District Council: Cllr Chester attended the meeting and his report can be viewed using this link: [January 2023 District Councillor report for Hargrave PC.pdf](#)
- 2) County Council: Cllr Bennett attended the meeting and her report can be viewed using this link: [Bobby Bennett report December 2022.pdf](#)

10. Planning Applications:

- DC/22/2169/HH - **Proposal: Householder planning application - - a. two storey and single storey side extension (following demolition of existing playroom/store) b. relocate front door with new canopy over on west elevation c. detached three bay cart lodge with accommodation over d. solar panels on south elevation**

LOCATION - Great Southwood Park Farm , Ousden Road, Hargrave, Suffolk, IP29 5HU

The Parish council resolved to support this application.

11. **Neighbourhood Watch report:** Oil theft from a house on Hargrave Green. News has been circulated around the village and residents advised to remain vigilant.
12. **Correspondence:** All correspondence had previously been circulated via e-mail.
13. **Items for discussion at the next meeting:** Changes to the Luton airport flight path.
14. **Date of Next Meeting:** 7.30pm Thursday March 9th 2023, Hargrave Village Hall.
15. **There being no further business to discuss, the meeting closed at 8.30pm.**

Signed: (Chair) Dated: