

Minutes of the meeting held on Wednesday 20th November 2024 at 7.30pm in Hargrave Village Hall.

**Councillors present: Colin Painter (Chair), Simon de Laat,
Sally Cansdale, Sharon Mattheus, David Taylor**

Also present: District Councillor Chester, Nicola Calder (Clerk)

2 members of the Public were present.

MINUTES

1.	Chairman's welcome and opening statement.
2.	Apologies – To receive and accept apologies and reason for absence. David Williams, Steve O'Donnell, Bobby Bennett
3.	Declarations of interest - None <ul style="list-style-type: none">• Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests.• To receive notification of gifts of hospitality exceeding £50.00. There were no disclosable pecuniary interests; other registerable and non-registerable interests submitted and no notifications of gifts of hospitality. No requests for dispensation were reported.
4.	PUBLIC FORUM – <ul style="list-style-type: none">• To receive questions and matters of concern from members of the public in attendance on the agenda.• To receive comments or questions relating to Hargrave in general.• Resident has concerns on the speed of the traffic and the size of the vehicles coming through the village. The resident feels the speeds are in excess of 40mphs. 30mph sign is missing from the village near the resident's house, this has been reported on the highways reporting tool. AP1 – NC To chase up report.• Councillor Chester commented that repeater signs are necessary and a legal requirement.
5.	To agree and sign minutes from meeting 18.09.2024 Approval of the minutes was given by those present; chair signed a paper copy of the minutes. <i>(Paper copies to be signed off by the Chairman for the file)</i>
6.	REPORTS FOR INFORMATION – Taken as read <ul style="list-style-type: none">• Report from County Councillor – Bobby Bennett• Report from District Councillor – Mike Chester<ul style="list-style-type: none">• Recycling roadside for glass bottles and food starting in 2025.• Locality budget has been received for CFR kit bag £400. We thanked Councillor Chester.

	<ul style="list-style-type: none"> • Central government is short on funds, district councils are concerned of the impact on them. It was one of the main topics at the District council meeting. • Report from Village Hall Charity – Simon de Laat <ul style="list-style-type: none"> • £400 grant from Councillor Chester for the kitchen, this has now been updated. • 2 x new trolley's has been replaced • Damp has started coming through the kitchen wall, it will be treated as needed • Report on Neighbourhood plan – Colin Painter <ul style="list-style-type: none"> • Has been approved, will be made in the full West Suffolk meeting. • Report on SID data – Steve O'Donnell <ul style="list-style-type: none"> • Councillor de Laat & Councillor O'Donnell attended the police community meeting. • Community speed watch was suggested by the police to them. However, from their experiences noted in other villages, the volunteers are often subjected to abuse from motorists. We should be expecting the police to do this job. There seems to be no appetite or resources they are willing to devote to this matter.
7.	<p>Review action points from last meeting</p> <ul style="list-style-type: none"> • AP1 - SO The Cllr's all agreed that the Parish Council should re-engage the community with the community Police, based in Haverhill. Done • AP2 - SO To make contact with Chevington PC re the speeding. Done • AP3 – NC Locality budget is available request for the CFR kit bag. £500 – DONE £400 received. • AP2 - CP Chase West Suffolk Council for the work to be carried out on School Close footpath. Carry forward. • AP5 – DT To discuss with a neighbour to the Play area to volunteer to help complete works on the playarea report, to keep it to a good standard. Remove from agenda • AP3 – NC 4 councillors still to set up their e-mails, resend info out. – DONE DT not complete • AP7–NC To contact CW to make a procedure to get monies for the adverts in newsletter. – Add to agenda. Only 2 advertisers. • AP4 – CP To source extra funding for the Birds End speed limit change. To complete this project, it will be up to £12,000. We have £3500 from Mary Evans, reserves £6000. Carry forward. • AP5 - CP to report findings of the HGV survey which will run from 20th Sept – 7th Oct. Carry forward. • AP10–NC Play area report to be sent to Sharon Mattheus to enquire if Gramham Mattheus would undertake minor repairs on our behalf AP11–SM. – Graham is happy to help. The play area report will be forwarded to Sharon. • AP12–NC Grants can be accessed for football goal. We are unable to access grants. • AP13–DT The emergency plan is to be published in the newsletter. Add to agenda.

	<ul style="list-style-type: none"> • AP6 – DT Hargrave Heritage Society –To investigate a solution to transfer the website over. To be discussed with Paul Rogers. • AP7 – SM A letter to be drafted by Cllr’s Mattheus for the PC to ask for donations for the kit bag & enquire how Barrow have funded their kit. – Carry forward. • AP16 – SM Article for Newsletter about CFR’s to give them more information on the role. - DONE • AP17 – NC Copy of Audit and action to be circulated. Updates bi monthly on progress. - DONE
8.	<p>To receive and consider all financial matters coming forth from the RFO –</p> <ol style="list-style-type: none"> a) To approve items for payment – future and retrospective - Approved b) To note the accounts paid since the last meeting - Noted c) To consider and receive the Bank Reconciliations for period ending 09.24 and 10.24 - Signed d) To approve and sign the internal controls checklist - Signed e) To adopt new policies – Reserves, Risk Management, Meeting attendance all adopted. f) To consider the precept recommendation with the final figure to be authorised at the meeting to be held on January 2025. – All paperwork sent out and figures discussed. The final figure will be decided in the January meeting. g) Clerk word like to do Certificate in Local Council Administration Training – all agreed, Horringer PC will pay a portion.
9.	<p>To receive and consider matters relating to the following:</p> <ol style="list-style-type: none"> a) To receive an update from County Cllr Bennett regarding Highways matters – Birds End speed limit change – Councillor Bennett not in attendance. b) Play area update – Graham Mattheus has agreed to help with low level maintenance. AP8 – NC to forward Play area report. c) Gov.uk e-mail set up – AP3 – NC D Taylor to still set up. d) Emergency Plan – Cllr Taylor – Article for the newsletter has been sent off. Plus a little booklet with information on what to do in an emergency. The Emergency Plan will be on the website and a hard copy available if required. e) Hargrave Heritage Society - £1000 held by the PCC. We need to transfer the website over. We are exploring this as we speak. AP6 - DT f) Update on footpaths <ul style="list-style-type: none"> • School cottage footpath – WSC are dragging their heels to repair this before the winter AP2 - CP to chase. • Cutting schedule – we only have one footpath on the cutting schedule, and this hasn’t been done. RJ has chased SC to see if we can get this done. • Thank you to George Wells for the grave near the kissing gate.

	<p>g) Community first responder – Cllr Mattheus Grants for the kit bag. Karen Soons £500, Mike Chester £400. £3000 needed for the bag. Cllr Mattheus to find out how we can raise money for this. £500 from Hargrave PC. AP9 – SM & NC To draw a 5 mile radius to write to all councils.</p> <p>h) Transport routes for contractors on new planning applications.</p> <ul style="list-style-type: none"> • HGV’s coming through the village towards HMP Highpoint. Cllr Chester was asked to find out what planning has been agreed and what is the traffic management that has been agreed. • What is the future and will the council continue agreeing to all the HGV’s through the village.
10.	Internal Audit 2023/2024 update – Action points still outstanding and still being reviewed.
11.	Planning Applications to be considered by the council – None received.
12.	<p>To receive any items of correspondence not previously circulated.</p> <p>a) Trees on the Green near power cables – completed.</p> <p>b) Complaint from resident re shooting activity – completed.</p> <p>c) Hedge in Play area – needs cutting/McGregor’s are going to cut.</p>
13.	<p>Items for discussion at the next meeting.</p> <p>To review and adopt policies and procedures (these are to be found on the website)</p> <p>Village newsletter</p>
14.	<p>Date of future meetings:</p> <p>Next meeting – 15.01.25</p>
15.	<p>Close of meeting 9pm.</p> <p>County Councillor Bennett arrived after the close of meeting. The Chair decided to e-mail her all the question we had for her.</p>