

**Minutes of the meeting held on Wednesday 15<sup>th</sup> January 2025 at 7.30pm in Hargrave Village Hall.**

**Councillors present: Colin Painter (Chair), Simon de Laat, David Taylor**

**Also present: District Councillor Chester, County councillor Bennett, Nicola Calder (Clerk)**

**No members of the Public were present.**

### MINUTES

1.	<b>Chairman’s welcome and opening statement.</b>
2.	<b>Apologies –</b> Sally Cansdale (work), Sharon Mattheus (unavailable), Steve O’Donnell (holiday), David Williams (Illness)
3.	<b>Declarations of interest - NONE</b> <ul style="list-style-type: none"> <li>• Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests.</li> <li>• To receive notification of gifts of hospitality exceeding £50.00.</li> <li>• To note the determination of requests for dispensation.</li> </ul>
4.	<b>PUBLIC FORUM – NONE</b> <ul style="list-style-type: none"> <li>• To receive questions and matters of concern from members of the public in attendance on the agenda.</li> <li>• To receive comments or questions relating to Hargrave in general.</li> </ul>
5.	<b>To agree and sign minutes from meeting 13.11.2024</b> <ul style="list-style-type: none"> <li>• Signed by the Chair Cllr Painter, Second Cllr de Laat</li> </ul>
6.	<b>REPORTS FOR INFORMATION –</b> <ul style="list-style-type: none"> <li>• Report from County Councillor – Bobby Bennett</li> <li>• Report from District Councillor – Mike Chester</li> <li>• Report from Village Hall Charity – Simon de Laat.</li> </ul> <p>A grant was received for £2300, this has been used to replace the cooker and trolleys. There has been an issue with mice in the village hall, a pest control company has been to bait the hall in various areas. HGV signs for the car park have been ordered. A questionnaire is going out to the village soon. This will be aimed at gathering ideas from the community on what they would like to happen in/with the village hall.</p> <ul style="list-style-type: none"> <li>• Report on Neighbourhood plan – Colin Painter</li> </ul> <p>The Neighbourhood Plan for Hargrave has been approved by West Suffolk Council in December 2024. They commented that it was a very professional. Going forward we need to keep the NHP live and in people’s minds. There are some community actions written in to the plan that need to</p>

	<p>be implemented. The Parish Council need to remind the community that if they apply for planning permission to go to the NHP first.</p> <p>Cllr de Laat thanked Cllr Painter for all his work on the Hargrave NHP.</p> <ul style="list-style-type: none"> <li>• Report on SID data – Steve O’Donnell <b>AP1 - NC</b> to e-mail Cllr O’Donnell to get a report from him.</li> </ul>
7.	<p><b>Review action points from last meeting</b></p> <ul style="list-style-type: none"> <li>• <del>AP1</del>–<del>NC</del> 30mph sign needs repair near the resident’s house, this has been reported on the highways reporting tool. <b>Remove from AP</b></li> <li>• <b>AP2 - CP</b> Chase West Suffolk Council for the work to be carried out on School Close footpath. <b>Carry forward. Cllr Bennett still chasing.</b></li> <li>• <b>AP3 – NC</b> 4 councillors still to set up their e-mails, resend info out. – DT not complete</li> <li>• <b>AP4 – CP</b> 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. <b>Carry forward.</b></li> <li>• <del>AP5</del>–<del>CP</del> to report findings of the HGV survey which will run from 20<sup>th</sup> Sept – 7<sup>th</sup> Oct. <b>Remove from minutes.</b></li> <li>• <del>AP6</del> <b>AP5 – DT</b> Hargrave Heritage Society –To investigate a solution to transfer the website over. <b>To be discussed with Paul Rogers. Carry forward.</b></li> <li>• <del>AP6</del>–<del>SM</del> A letter to be drafted by Cllr’s Mattheus for the PC to ask for donations for the kit bag &amp; enquire how Barrow have funded their kit. – <b>Done</b></li> <li>• <del>AP8</del> <b>AP6 – NC &amp; SM</b> Also agreed, following discussion the clerk to work with SM to establish all the Parish Councils within a 5 mile radius. – <b>Sharon to chase</b></li> <li>• <b>AP7 - SM</b> Cllr Mattheus to also draft a message, for signature by PC Chairman seeking contributions from these Councils. – <b>Carry Forward</b></li> <li>• <del>AP10</del>–<del>MC</del> Cllr Chester had previously been asked to find out what planning has been agreed and what is the traffic management that has been agreed. MC agreed to follow up. <b>Done</b></li> <li>• <del>AP11</del> <b>AP8 - MC and BB</b> It was agreed with more developments likely that Mike Chester and Bobby Bennett were asked for information on what the process was for agreeing Contractor Traffic Management Programmes (CTMP) and what consultation would take place with villages impacted along these routes. <b>Carry forward.</b></li> </ul>
8.	<p><b>To receive and consider all financial matters coming forth from the RFO –</b></p> <ol style="list-style-type: none"> <li>To approve items for payment – future and retrospective. – <b>All agreed.</b></li> <li>To note the accounts paid since the last meeting. – <b>All agreed.</b></li> <li>To consider and receive the Bank Reconciliations for period ending 11.24 and 12.24. – <b>All agreed.</b></li> <li>To approve and sign the internal controls checklist. - <b>Signed</b></li> </ol>

	<p>e) To decide the precept and authorise the amount against budget. Agreed at £5800, Signed by Cllr Painter &amp; clerk. A 5% uplift was agreed in line with SCC increase on council tax. This will increase band D by 3.4% to £47.40. <b>AP9 - NC</b> To send precept form to West Suffolk Council.</p>
9.	<p><b>To receive and consider matters relating to the following:</b></p> <p>a) To receive an update from County Cllr Bennett</p> <ul style="list-style-type: none"> <li>• Birds End speed limit change. Cllr Bennett hasn't got any money in her budget to complete the works.</li> <li>• Hargrave (Through the Village up Barrow hill) has been added to the priority 2 gritting schedule.</li> <li>• HMP Highpoint works lorry's have been thundering through the village at speed. We are still investigating how the planning has been passed for this. Cllr Painter is concerned for the future of the route when there is more development approved. See <b>AP8</b></li> <li>• Ice sign has been paid for and Cllr Bennett is chasing them for this. <b>AP10 – BB</b> To chase</li> <li>• Footpaths – Cllr Bennett is to chase the contractor to complete the work.</li> </ul> <p>b) Play area update – <b>NONE – AP11 – NC</b> Agree a process with SM</p> <p>c) Emergency Plan – Cllr Taylor – The Emergency plan has been finalised and approved by West Suffolk Council. It Has been publicised in the village magazine</p> <p>d) Hargrave Heritage Society – Website need to be transferred to a generic coding that is more accessible for the Parish Council to manage. Cllr Taylor indicated that there are 2 options that Paul Rogers has brought to him. <b>AP12 – DT</b> To chase.</p> <p>e) Update on footpaths – . This was covered under AC 2</p> <p>f) Statement to the Charity Commission, by the Parish Council regarding the Village Hall Cllr Painter &amp; Cllr de Laat have had lengthy conversation prior to the meeting and the Parish Council has agreed on the statement. The statement was signed and is attached to the minutes. We await the response and Cllr deLaat will report at the next meeting. Cllr Painter thanked Cllr de Laat for all his hard work of the Trustees. <a href="https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/Associated-Papers-2024-2025/25-01-15/Statement-to-the-Charity-Commission-from-Parish-Council-Jan-25.pdf">https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/Associated-Papers-2024-2025/25-01-15/Statement-to-the-Charity-Commission-from-Parish-Council-Jan-25.pdf</a></p>
10.	<p><b>Planning Applications to be considered by the council</b> – None received.</p>
11.	<p><b>To receive any items of correspondence not previously circulated.</b></p> <ul style="list-style-type: none"> <li>• Elan City warranty extension – Agreed to pay the warranty £199 Ousden will pay half. <b>AP13 – NC</b> To sign agreement and request invoice.</li> <li>• Gritting and temporary Ice signs in lieu of “proper” sign. Both issues raised by Highway</li> </ul>

	<ul style="list-style-type: none"> <li>• Devolution. Suffolk County Council held an extraordinary meeting on 9th January 2025 of councillors, and a meeting of its Cabinet, to debate and then decide on whether or not to put Suffolk forward for the government's new devolution and reorganisation programme. The Suffolk County Council's Cabinet agreed to recommend Suffolk for inclusion in the government's Devolution Priority Programme (DPP), which would see the creation of a directly elected Mayor (likely covering Suffolk and Norfolk) and the replacement of existing council structures with a streamlined unitary council being set up. <a href="#">Read full details here on the Suffolk County Council website.</a></li> </ul> <p>Cllr Painter &amp; the PC are concerned about planning and the NHP for Hargrave that has just been approved.</p> <ul style="list-style-type: none"> <li>• SALC pay increase for the clerk from £13.06 to £13.69 agreed as this is pay increase from NALC for 24/25. Back pay to be arranged. Holiday pay for the clerk. Holiday should be calculated and recorded for audit purposes. <b>AP14 – NC &amp; CP</b> To action.</li> <li>• Newsletter adverts – 5 advertising. <b>AP15 - NC</b> to chase.</li> </ul>
12.	<p><b>Items for discussion at the next meeting.</b></p> <ul style="list-style-type: none"> <li>• Devolution.</li> </ul>
13.	<p><b>Date of future meetings:</b></p> <p>Next meeting – 12.03.25</p> <p>Agree on Meeting dates 2025/2026 – agreed.</p>
14.	<p><b>Close of meeting –</b></p> <p>7:50pm Cllr Bennett left the meeting</p> <p>8:50pm close of meeting</p>