

Minutes of the meeting held on Wednesday 7th May 2025 at 7.30pm in Hargrave Village Hall.

Councillors present: Colin Painter (Chair), Simon de Laat, David Taylor, Sally Cansdale, Sharon Mattheus
Also present: District Councillor Chester, County Councillor Bennett, Nicola Calder (Clerk)

One member of the Public was present.

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| 1. | Chairman's welcome and opening statement – Welcome everyone. |
| 2. | Election of the Chairman – Colin Painter is stepping down – David Taylor Elected to be the Chair |
| 3. | Election of the Vice Chairman – N/A |
| 4. | Confirmation of existing councillors & footpath warden <ul style="list-style-type: none">• Steve O'Donnell – Stepping down .• Simon deLaat, Sharon Matheus, Sally Cansdale, David Williams – Happy to continue.• Richard Jozefowski – Happy to continue as Footpath warden. |
| 5. | Apologies – <ul style="list-style-type: none">• To receive and accept apologies and reason for absence.• David Williams – Work commitments• Sally Cansdale – Work commitments |
| 6. | Declarations of interest - <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.• To note the determination of requests for dispensation.• SdL & DT are Village Hall trustees. |
| 7. | 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. |
| 8. | To agree and sign minutes from meeting 12/03/25 – Signed David Taylor <i>(Paper copies to be signed off by the Chairman for the file)</i> |
| 9. | REPORTS FOR INFORMATION – <ul style="list-style-type: none">• Report from County Councillor – Bobby Bennett – Seen as read – offered £500 from highways budget towards Birds End speed limit. https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/2025-2026-Associated-Papers/25-05-APM/March-2025.docx• Report from District Councillor – Mike Chester – Seen as read https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/2025-2026-Associated-Papers/25-05-APM/Hargrave-AGM-May-2025.pdf• Report from Village Hall Charity – Simon de Laat https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/2025-2026-Associated-Papers/25-05-APM/CC-Notice-final-02May2025.docx 200 village hall questionnaires were received back, the data showed that the residents would like a Village Hall. A summary of the answers is in the Hargrave newsletter. The charity is now being developed which will effectively be a Limited company.• Report on Neighbourhood plan – Colin Painter – Hargrave NHP has been approved, this is the future of the village. It is a living document and should be active. The community actions will be taken forward. All planning application should be compliant to the NHP policies. |

Nicola Calder

Nicola Calder, Proper Officer to the Council.
07/05/2025

Hargrave Parish Council

Parish Clerk: Nicola Calder

The 6 Bells, The Street, Horringer, IP29 5SJ

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| | <ul style="list-style-type: none">Report on SID data – Remove from agenda. |
| 10. | <p>Review action points from last meeting</p> <ul style="list-style-type: none">AP1 -SdL – meeting for Cllr’s explaining devolution to be held in Horringer, an invitation is to be circulated. – Done/RemoveAP2 – CP Cllr’s must read through the document and make sure the Parish Council take any actions forward. – Done/RemoveReport on SID data – Steve O’Donnell – Data not up to date on the website. AP3 – NC Chase Cllr O’Donnell for information. – Done – Data is going up on the website now.AP4 - NC Chase West Suffolk Council for the work to be carried out on School Close footpath. Completed E-mail to be written to J Pickerin thank you for a good job – Done/RemoveAP5 – DT To source extra funding for the Birds End speed limit change. To complete the proposed speed limit changes to Birds end will require around £12000, of which we only have £3000 promised. Additional sources of funding will be required should the PC continue to agree to the project. Action DT to enable a further PC discussion on options going forward. Can we raise with the MPAP6 – DT Hargrave Heritage Society –To investigate a solution to transfer the website over. To be discussed with Paul Rogers. Carry forwardAP7 - MC and BB 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. This needs to stay in peoples minds- remove from agendaPlay area update – NONE – AP8 – NC Agree a process with SM – Remove from agendaNewsletter adverts – 5 advertising. AP9 - NC to chase – Remove from agendaStatement to the Charity Commission, by the Parish Council regarding the Village Hall – Copy to be link to Parish Council Minutes AP10 – SdL & NC – Done/removeGrazing licence – amend to a longer notice period and resend AP11 – NC – Done MC to signPolices to be reviewed – AP12 – All Updated policies are on the website, please can all Councillors read before next meeting. - Done |
| 11. | <p>To receive and consider all financial matters coming forth from the RFO –</p> <ol style="list-style-type: none">To approve items for payment – future and retrospective - ApprovedTo note the accounts paid since the last meeting - ApprovedTo consider and receive the Bank Reconciliations for period - ApprovedTo approve and sign the internal controls checklist, Internal Control Statement, and Financial Risk Assessment for Year Ending 03/25 - ApprovedBudget review – to receive budget to actual position for year ending 31.03.2025 - ApprovedYear end accounts 2024/25 to approve - ApprovedCertificate of exemption for external audit - to consider and approve - ApprovedAnnual Governance Statement 2024/25 - to consider and approve - ApprovedAccounting statement 2024/25 - to consider and approve - ApprovedSet date for exercise of public rights – 23rd June – 23rd July 2025BACS (Bank Transfer) for the settlement of invoices/requests for payment, (provided that such payments are authorised by two bank signatories, the evidence of such authorisation is retained, and payments are reported to council) - to reconfirm acceptance of this as the preferred method of payment - ApprovedTo receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2025-26 - Approved |

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| | m) Newsletter – to note the accounts for the year ending 2024/25 -Remove |
| 12. | To receive and consider matters relating to the following: <ul style="list-style-type: none">a) Playing field Lease – There are 17 years left on the lease, this site is owned by Havebury. It will be discussed if we approach them for an extension. The NHP states if the current play area is removed an alternative must be provided.b) Discussion on APM on 21st May – Colin Painter will attend and host. An agenda was agreed and to follow. CP to organise the food/drink for the meeting.c) Play area – SM will push to get maintenance done.d) Emergency plan – remove from agendae) Hargrave Heritage society - Nonef) Footpaths - Noneg) Grazing licence – to be signed |
| 13. | Planning Applications to be considered by the council – None |
| 14. | To receive any items of correspondence not previously circulated. |
| 15. | Items for discussion at the next meeting. <ul style="list-style-type: none">• E-mails chair should have chair@hargravesuffolk.gov.uk• Remove Steve O'donnell/Colin Paiinter• Remove CP from Bank |
| 16. | Date of future meetings: 21 st May APM & 9 th July 2025 |
| 17. | Close of meeting. 8:50pm. |

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