



# Heveningham Parish Council

The Minutes of the Council Meeting held on **Wednesday 27<sup>th</sup> March 2019** at 7.00 pm  
At Hill Farm, Heveningham.

**Members:** Cllr. S. Fairs                      Cllr. D. Lankester                      Cllr. S Morphey  
                 Cllr. C. Fairs                      Cllr. G. Lee

Also present: K. Forster - Clerk to the Council, County & District Councillor S. Burroughes

**69/18 Apologies for Absence**

There were apologies for absence from Cllr. Lankester.

**70/18 Declarations of Interest & Dispensations**

There were no declarations of interest or requests for dispensations.

**71/18 Minutes from the Previous Meetings.**

Minutes of the meeting of the meeting of 23<sup>rd</sup> January 2019 were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and they were duly signed by the Chairman.**

**72/18 County & District Councillors report**

The Clerk had circulated the reports sent. Cllr. Burroughes talked about the changes to the District Council following the merger to form East Suffolk District Council. This will be completed on 1<sup>st</sup> April however the shadow Council will continue until the elections on May 2<sup>nd</sup> when the newly elected Councillors will take over. Cllr. Burroughes will have a much larger ward and the number of District Councillors has been decreased by 1/3 to 55. However, he is expecting the process to be seamless. There will be two new planning committees – North & South. Heveningham will be in the North Planning committee. There will be area forums which the Chairman and Clerk will be encouraged to attend.

For the County, the cuts in funding to the CAB has been reprieved as it has been funded by other agencies.

**At this point, the Chairman proposed that the item on Bell Meadow was discussed next so that the County & District Councillor could be informed.**

**73/18 Bell Meadow Recreation Ground Update.**

The Clerk explained that following a meeting with the designer, a draft design was being explored. Three quotations were being pursued to clear the ground and ditch, maintain the trees and build fencing around the edge. The tree work on the willow and fencing is to be organised as soon as possible.

The Land may need registering which the Clerk will pursue. **It was unanimously RESOLVED to allocate £150 towards the land registration.**

One of the quotations may be from someone whereby Cllr. Morphey would have to declare a pecuniary interest. Cllr. G. Lee offered to join the working party, in that case, so as to assist with determining who should be awarded the work. **NOTED.**

Cllr. Burroughes offered to assist with funding for the works ahead.

The Clerk had been corresponding with the District Council about the S106 funds that had been paid to date. There is a further £3326.74 allocated to Heveningham for this project and, although there could be a time limit, it wasn't imminent.



# Heveningham Parish Council

## 74/18 Accounts

- a) **Approval for Payments:** It was unanimously **RESOLVED** to approve the **Authorisation Payments** totalling **£ 740.92**.
- b) **Statement of Accounts & Bank Reconciliation:**  
As at the end of February the bank balance stood at £ 6,027.86. The Chairman agreed and signed the Bank reconciliation and Bank Statements. This includes a balance of £1,078.07 of S106 monies allocated to Bell Meadow and £ 627.30 received from District Councillor Burroughes to pay for the new Noticeboard.
- c) **Internal Review:** Cllr. S. Fairs had completed the internal review for the forthcoming Audit. **NOTED.**

## 75/18 Heveningham Endowed Charity

The Clerk was asked to check the next items that need to be completed **NOTED**

It was also noted that there were funds in the Heveningham Village Fund. Cllr. S. Fairs is to discuss and follow up to get the signatories changed.

Additionally, it is believed that the Parish Council should be involved with the charity for the Heveningham & Ubbeston Village Hall. The Clerk was asked to contact the current trustees. **NOTED**

## 76/18 Emergency Plan Update

The emergency plan and newsletter was circulated. There have been some replies. The item is to be deferred to the next meeting.

## 77/18 Notice Board and Village Improvements

- a) The Clerk has ordered the board and is awaiting news of its delivery.
- b) Council is waiting for a quotation from T. Lankester regarding the posts that will be required.

## 78/18 Dates for Next Years Meetings

The circulated dates for next years meetings was discussed and agreed.

## 79/18 AOB

### a) **Community Pay Back**

Cllr. C Fairs stated that the Community Payback are coming to the village on the weekend of Sat/Sunday 30<sup>th</sup> & 31<sup>st</sup> March to tidy up the burial ground and refurbish the notice board.

### b) **Allotment Course**

Cllr. S. Fairs had attended a course on allotments and recommended that the Council became a member of the association, which will also assist the insurances for the allotment holders. The Clerk is to arrange this and to inform the allotment holders.

### c) **Photographs**

Cllr. Morphey had discussed with a local photographer about providing some photos of the village for the website. **NOTED**

Meeting closed at 08.40 pm. Next meeting Monday 20<sup>th</sup> May 2019 at 7.00 pm

**Karen Forster**

**Clerk to Heveningham Parish Council**

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# Heveningham Parish Council

## Dates for 2019/20

**Monday 20<sup>th</sup> May      Annual General Meeting, Annual Parish Meeting & Regular Meeting**

**Wednesday 31<sup>st</sup> July**

**Wednesday 25<sup>th</sup> September**

**Wednesday 27<sup>th</sup> November**

**Wednesday 29<sup>th</sup> January 2020**

**Wednesday 25<sup>th</sup> March 2020**