



Heveningham Parish Council

Minutes of the Council Meeting held on **Wednesday 25th September 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

35/19 Apologies for Absence

There were apologies from Cllr. G. Lee & Cllr. D Lankester. **It was unanimously RESOLVED to accept their apologies.**

36/19 Declarations of Interest & Dispensations

There were no declarations of interest.

37/19 Minutes of the previous meeting.

The Chairman asked if there were any issues with the minutes of 20th May & 3^{1st} July 2019. **It was unanimously RESOLVED to accept the minutes of both dates and the Chairman duly signed the documents.**

38/19 County & District Councillor Reports

County & District Councillor Burroughes sent his apologies but had sent his reports which had been previously circulated. The Chairman went through the reports.

39/19 Open Forum

There were no members of the public present.

40/19 Update on Council Vacancies

Council had received applications to be co-opted from M. Baker and C. Baker however, they were not present for the meeting as they were on holiday so the discussion was deferred to the next meeting.

41/19 Accounts

- a) **Authorisation to Pay:** The Clerk presented the Authorisation to Pay for a total of £ 972.69. **It was unanimously RESOLVED to approve the payments.**
- b) **Statement of Accounts & Bank Reconciliation:** The Clerk stated at the end of August there was £ 9,821.99 In the bank which included the S106 monies already received. The Chairman checked and signed the bank reconciliation.
- c) **Precept:** It was noted that the 2nd half of the precept had been received in September.
- d) **Financial Regulations:** **It was unanimously RESOLVED to adopt the latest version of the Model Financial Regulations (previously circulated).**

42/19 Heveningham Charitable Trust

The Clerk was asked to convene a meeting of the Heveningham Charitable Trust on mutually convenient dates for the trustees. The PCC is to be asked to nominate a representative for the trust. **NOTED**

43/19 Allotments

- a) The Clerk had spoken to the allotment association to establish what could be done for insurance for the allotment holders. This is only available to the allotment holders as individuals or through some sort of working party or association, not through the parish council. It would cost £3 per allotment holder. The Clerk was asked to pass this information to the allotment holders **NOTED.**



Heveningham Parish Council

44/19 **Bell Meadow Update**

Suffolk wild life trust had completed a survey. The report has not yet been received however a brief email had been received that morning which clarified that “there is a good chance of reptiles on site, particularly grass snake and slow worm” and she “found otter footprints along the Blyth”. Consequently, information will be sent “regarding timing of grass cutting and leaving at least some rough areas”. There were also opportunities for bat roosting in the trees. The Clerk had clarified that there were no plans to remove any trees. Council will await the full report and then submit along with the design and other documents for planning permission. The design will be amended to clearly highlight the remaining scrub/rough areas. Council also agreed to share the report with anyone in the village who would like a copy, in particular the recent correspondents.

45/19 **Councillor Training**

The Cllrs. Fairs had both attended one session of the training. Further training is to be arranged locally if possible. **NOTED**

46/19 **Grit Bin**

The grit bin at the end of the Street, at the side of the entrance to the allotment had been applied for. Awaiting further information from Highways. The Clerk had had insufficient time to apply for the other grit bin. **NOTED**

47/19 **Speed indicator**

Huntingfield Parish Council discussed working with Heveningham PC to purchase a speed indicator (SID) and share the cost and usage, and resolved to go ahead as soon as possible. Cllr. Burroughs in his role as County Councillor would be approached regarding a grant as he is Councillor for both parishes.

48/19 **AOB**

Cllr. Morphey asked if it was possible to erect a bus shelter for the children catching the school bus. It was agreed to investigate who owns the land and to add to the agenda for the next meeting, which is a budget meeting.

Meeting closed at 8.15 pm. Next meeting Wednesday 27th November 2019 at 7.00 pm

Karen Forster

Clerk to Heveningham Parish Council

Orchard House, Chediston Road, Wissett, Halesworth, IP19 0NF

Tel: 01986 785428 Email: heveninghamclerk@btopenworld.com