



Heveningham Parish Council

Minutes of the Council Meeting held on **Wednesday 31st July 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 and 6 members of the public

22/19 Apologies for Absence

There were apologies from Cllr. C. Fairs

23/19 Declarations of Interest & Dispensations

There were no declarations of interest.

24/19 Minutes of the previous meeting.

The Clerk apologised as she had forgotten to bring a copy of the minutes from 20th May for approval. This is to be deferred to the next meeting. The Chairman asked if there were any issues with the minutes of 3rd July 2019. **It was unanimously RESOLVED to accept the minutes of 3rd July 2019 and the Chairman duly signed the document.**

25/19 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 and Council was pleased to note that Cllr. Burroughes was part of the Cabinet team.

26/19 Open Forum

The Chairman explained that all members of the public were entitled to speak up to 3 minutes on anything relevant to the Agenda. Please note that under GDPR it is not acceptable to identify the speaker.

- A member of the public, who had sent in a letter of comments regarding the proposal for Bell Meadow Recreation ground, reiterated some of the items. In particular he was stated that he believed there had been little or no communication and that he was not happy about the planned location of the Shed.
- Another member of the public commented on the proposed location of a new grit bin. He had researched the requirements and stated that it should be on a junction of the road. He asked if Council could consider siting it at the other end of The Street.
- Another member of the public, who had sent in a letter of comments regarding the proposal for Bell Meadow Recreation ground, acknowledged that Suffolk Wildlife Trust had been consulted initially but requested that they were now brought back in to review the proposed plans. In particular, she stated that she believed that the design was too urban and wanted to know how the plan had developed in the last few years from a few mown paths and small amount of play equipment to the design that had now been presented.

The Chairman thanked everyone for their comments. He then closed the Open Forum and returned to the parish meeting.

The Chairman then changed the order of the meeting so that item 9 was moved to be the next item.

27/19 Bell Meadow Recreation Ground

a) Review of the letters received

A document had been prepared summarising the points made from the letters received that raised issues. It was agreed that the Clerk should send a copy of this as a reply to the letters that had been sent as they mostly covered the same items. This document is attached as an appendix to the minutes.



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b) Flood Report

The flood report had been received and its recommendations for signage would be included in the development.

c) Planning Permission Request

The Clerk read through the information already on the planning application. It was agreed to ask F. Whyte to remove the shed and therefore to amend that on the planning application. Councillors do not wish to use artificial grass in the play area and the Clerk was asked to research a preferable solution more in keeping with the environment. **NOTED**

The Clerk stated that she would send the plan, the location, the flood report, the email from Suffolk Wildlife Trust and a covering letter. **NOTED**

d) Clearing & Tree Work.

The clearing contractor is to be confirmed and start date agreed, following both the planning permission and discussions with the Suffolk Wildlife Trust. The arborologist is to be consulted as there is tree work necessary now, particularly to the willow near the river and the ash by the gate. **NOTED**

28/19 Update on Council Vacancies

Council had received applications to be co-opted from M. Baker and C. Baker. Unfortunately, although they had applied to be on the electoral register, in order to be eligible, there is a cut-off date which had been missed. As a consequence, their applications will be considered at the next full council meeting at the end of September. **NOTED**

29/19 Accounts

a) **Authorisation to Pay:** The Clerk presented the Authorisation to Pay for a total of £2,321.23. **It was unanimously RESOLVED to approve the payments.**

b) **Statement of Accounts & Bank Reconciliation:** The Clerk stated that there was, at the end of June, £10,844.87 available which included the S106 monies already received. The Chairman checked and signed the bank reconciliation.

c) **Asset Register:** The Clerk presented a new asset register for approval, which now included the new notice board. **It was unanimously RESOLVED to approve the asset register** and the Chairman duly signed the document.

30/19 Allotments

a) The Clerk presented her findings on the prices paid for allotments in Suffolk, following responses from other Parish/Town Clerks. There was no consistency either in size or cost. The Chairman proposed that the allotment charge remained at £10. **It was unanimously RESOLVED to keep the charge per allotment at £10 for 2019/20.**

b) The Clerk confirmed that Council was now a member of the allotment society. The Clerk was asked to investigate what insurance could be offered to allotment holders through this membership. **NOTED**

31/19 Councillor Training

Huntingfield PC has organised two sessions of training for Councillors to be held at the Hub so as to save Councillors having to journey to Ipswich. The Clerk is to notify the councillors the details. **NOTED**

32/19 Speeding in Long Lane

An email had been received regarding concerns over speeding in Long Lane. After discussions with the police, it transpired that they had previously monitored the situation and did not consider that there was a problem and that as it is a 60MPH, due to the road conditions and shape, it is to some extent self-regulating. However, part of the concern is that it is a 60mph. In order to address this, Highways division of County would need to undertake a survey. The Clerk was asked to contact Councillor Stephen Burroughes and ask him to raise this with Highways. **NOTED**



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The Clerk was also asked to contact Huntingfield and Ubbeston with a view of sharing the cost and usage of a speed indicator display unit. **NOTED**

33/19 Grit Bin

The Clerk reported that she had approached the 4 nearby houses to the proposed site of a new grit Bin. One of the residents wanted the grit bin sited away from the entrance to Bell Meadow. Through conversations they agreed with the Clerk that if it was located to the right of the entrance to the allotments that is in the hedges, then that would be acceptable. This is also nearer the junction. He then signed the agreement. Two of the three other properties also signed the revised proposal. The Clerk is still waiting for the last property to respond.

After discussion about the location of grit bins, it was proposed that the Clerk applies for 2 grit bins – one at each end of The Street. **It was unanimously RESOLVED to apply for 2 grit bins, providing the approvals from the neighbours could be received.**

34/19 In accordance with the Public Bodies (admission to meetings) act 1960, a motion was proposed and unanimously agreed to exclude the public and press for the discussion of matters regarding personnel.

Accordingly the members of the public left the meeting. In the discussion that followed it was agreed that Clerk should be moved to grade 23.

Meeting closed at 8. 45pm. Next meeting Wednesday 25th September 2019 at 7.00 pm

Karen Forster

Clerk to Heveningham Parish Council

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