



Heveningham Parish Council

Minutes of the meeting of Heveningham Parish Council held on Wednesday 24th November 2021 at The Hub in Huntingfield at 7pm.

Councillors attending: Cllr Sam Fairs (Chairman), Cllr Clare Fairs, Cllr Mercedes Gladwell, Cllr Georgina Lee, Cllr Ian MacFarlane.

Also attending: 2 residents and Julie Collett (Clerk).

21.99 Apologies and approval of absences. Apologies received and accepted from Cllr Lankester and Morphey.

21.100 To receive Declarations of Interest. None

21.101 To consider requests for Dispensations. None

21.102 To resolve that the minutes of the meetings of the council held on 29th September are a true and correct record. The minutes were agreed and signed as correct.

21.103 Public participation session. A resident mentioned concerns over the maintenance and state of the church and surrounding areas. Cllr Fairs stated that the PCC are responsible for the church. Cllr MacFarlane agreed to speak with the PCC and report back at the next meeting.

The resident also commented that recently the ditch in the Street had been dug out and was greatly improved. However, a large vehicle has recently driven over it and pushed the soil back into the ditch.

Apologies from Cllr Burroughes who was attending another meeting. County and District Council reports are on the Heveningham website.

No issues received with trees or footpaths.

21.104 Updates on items since last meeting.

i, SID The Speeding Indicator device (SID) has been received and is up in Huntingfield. Cllr Gladwell agreed to liaise with the Huntingfield councillor to move the SID after four weeks to the Heveningham site.

ii, Sheds on the allotments. Sheds have now been received. Cllr Fairs is arranging for these to be put up. These sheds remain the property of the Parish Council and are lent to Allotment holders to use while they pay the annual sum for their allotment.

Finance

21.105 To review and approve statement of accounts for November 2021. Approved. The council has funds of £4754.58 and reserves of £19479.90.

21.106 To review and approve the Bank Reconciliation for November 2021. Approved and signed.

21.107 To approve the Authorisation to Pay. Council approved the payments in the sum of £4214.55 plus VAT £515.13.

21.108 To approve receipts.

i East Suffolk District Council	Grant	£916.65	
ii Suffolk County Council	Grant	£3229.95	
iii Allotment Fees x 2		£20.00	Receipts noted.

21.109 To consider and approve the budget for 2022-2023 The clerk presented the budget and drew councillors attention to the low balance at the end of the financial year, and nothing held as a contingency. To this effect councillors agreed to include reserves in the budget. Councillors agreed the budget.

21.110 To consider and approve the precept for 2022-2023 Councillors agreed to increase the precept to £6083 to ensure the council has some reserves. This is a 19% increase, which equates to approximately £1 per month increase on a Band D property.

21.111 Allotments.

a To consider a request for a tap on the allotments. The council had looked at getting a quote to install a tap, but a price of £139 was requested before a quote was given. Council agreed not to go further.

b Email re the ditch alongside the allotment needs clearing. Cllr Fairs confirmed that the ditch would be cleared as part of the Bell Meadow project. However, until we have dealt with the conditions of the planning permission, we are not able to start any work.

Cllr Lee reminded the council that the allotments were let out for a minimum sum of £10 per year with the agreement that they were self-sufficient. With this in mind council agreed to take no further action.



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- 21.112 Update on the Heveningham Charity** Cllr Fairs reported that Thomas Seymour was still researching into the history behind this charity to ensure any donations are made correctly. The charity has paid out funds to the church. Cllr Gladwell has spoken to Laxfield school who are fundraising for laptops to use in the school. As most of the children in Heveningham attend Laxfield school, these details will be passed onto the Charity Trustees to discuss at the next meeting.
- 21.113 Update on traffic problems in and around Heveningham.** Cllr Debra Lankester reported that the bridge has no weight restriction. Cllr Burroughes confirmed it has a yearly inspection for safety. The County Council also confirmed any additional signage within the village will need to be paid for from Parish Council funds. Council agreed that essential signs required at the moment are for either end of the Street "Not Suitable for HGV's". Clerk will look into cost.
- 21.114 To agree the response to the Lorry Route Review.** Councillors agreed to take into account all the comments received recently when completing the review. The clerk will complete this on behalf of the council.
- 21.115 Bell Meadow.** No update received from Cllr Morphey. Cllr Gladwell has had contact with SWT for advice on the trees. However, they are asking for £700 to provide a plan for the tree planting. Three conditions on the planning permission still need to be signed off before any work has started. Cllr Gladwell to contact the planning officer to see how detailed the management plan needs to be.
- 21.116 Shelter: Update.** Gladwell's have reported that the work will commence in January, but the price quoted will be held until then.
- 21.117 To review the Standing Orders.** No details of any required amendments have been received by the clerk from SALC. Council happy to approve the standing orders.
- 21.118 To review the Financial Regulations.** No details of any required amendments have been received by the clerk from SALC. Council happy to approve the financial regulations.
- 21.119 Items for consideration for inclusion on the next agenda.**
- PCC Update
 - Asset register update.
- 21.120 To confirm the 2022 meeting dates:**
- 26th January 2022
 - 30th March 2022
 - 25th May 2022 To include APM
 - 27th July 2022
 - 28th September 2022
 - 30th November 2022
- 21.121 Date of next meeting.** To confirm the date of the next meeting, scheduled for 26th January 2022.
Meeting Closed 8.10pm

Minutes signed as correct.

Chairman _____ Date _____

Julie Collett 25th November 2021
Clerk to Heveningham Parish Council 01986 899719