



Heveningham Parish Council

Minutes of the meeting of Heveningham Parish Council held on Wednesday 9th February 2022 at The Hub in Huntingfield at 7pm.

Councillors Attending: Cllr Sam Fairs (Chairman), Cllr Mercedes Gladwell, Cllr Debra Lankester, Cllr Ian MacFarlane, Cllr Sophie Morphey.

Also attending: 4 residents & Julie Collett (Clerk & RFO).

- 1.22 Apologies and approval of absences. Apologies received and accepted from Cllr Claire Fairs & Cllr Georgina Lee.
- 2.22 To receive Declarations of Interest. None
- 3.22 To consider requests for Dispensations. None
- 4.22 To resolve that the minutes of the meetings of the council held on 24th November are a true and correct record. Minutes agreed and signed as correct
- 5.22 Public participation session (15 Minutes) to include County and District Councillors', Footpath and Tree Warden reports. A resident commented that there seemed to be an increased amount of dog fouling within the village, especially the Glebe and near to the dog bin. Clerk will look into signage to place around the village. Clerk will also look into the cost of an additional dog bin. The resident also commented on the new sheds for the allotment holders. Councillors will discuss under separate item. Cllr Debra Lankester as tree warden stated that there was overhanging branches from a large tree from the Church ground onto Church Road. Cllr Ian MacFarlane will discuss at next PCC meeting. Apologies received from District & County Councillor Stephen Burroughes. However, reports received and circulated to Councillors. Reports can also be seen on the website.
- 6.22 Updates on items since last meeting.
 - i, PCC Maintenance. No meeting held recently. Defer to March.
- 7.22 Finance
 - a. To review and approve statement of accounts for January 2022. Accounts received and approved, balance of £3853.62 and reserve funds held of £19339.57.
 - b. To review and approve the Bank Reconciliation for January 2022. Approved.
 - c. To approve the Authorisation to Pay. Payments authorised for £969.08 plus VAT of £12-21.
 - d. To approve receipts.

i Ubbeston PC	Printing costs share	£30-20
ii Wilby PC	Printing costs share	£30-20
iii Huntingfield PC	Printing costs share	£30-20

Receipts Noted.
- 8.22 Allotments. Thanks to District Cllr Stephen Burroughes and the Locality Budget for funds to purchase the sheds for the allotments. Each allotment has now got a dedicated shed. Allotment holders will be requested to put their sheds into position.
- 9.22 Update on the Heveningham Charity. Cllr Fairs reported that the trustees met on 2nd February and discussed how to apportion the money that had accumulated over the years. The trust has also applied to the charity commission to change the ruling for the educational tranche to include schools within a 12-mile radius of Heveningham. Confirmation of this amendment from Charity Commission has been received and will take effect from 3rd April. Most children from Heveningham attend school and pre-school at Laxfield. Other schools' children attend are Stradbroke and Thomas Mills. Cllr Morphey will find more details and report to the next meeting. Cllr Fairs confirmed that payments have been made to Halesworth Volunteer Centre and Heveningham PCC.



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- 10.22 Update on traffic problems in and around Heveningham. Cllr Debra Lankester reported she had spoken with Suffolk Highways regarding the flooding in the Street. They confirmed they would flush the drainage system out to check for problems. Some of the pipework had collapsed in the past. The clerk also reported that she had applied for a “Street Furniture Licence” to install NO HGV signs either end of the Street. A fee of £150 is required before the application is processed any further. Clerk will contact Cllr Burroughes to see if any funding is available to assist with this project.

- 11.22 To receive an update on Bell Meadow to include Treebilee Project. Cllr Gladwell reported that she had tried to contact the planning department for advice. No response received. The Oak Tree donated for the Treebilee project will be collected and stored with Cllr Gladwell until it can be planted on the Bell Meadow site.

- 12.22 Shelter: Update. The shelter work will commence week beginning 7th March.

- 13.22 To review the Asset Register. The asset register was amended to include the 50% share of the SID. Councillors agreed the revised asset register.

- 14.22 Items for consideration for inclusion on the next agenda.
PCC updates
Policy Updates

- 15.22 Date of next meeting.
To confirm the date of the next meeting, scheduled for 30th March 2022.

Meeting closed 8.10pm.

Minutes signed as correct.

Chairman _____ Date _____

Julie Collett 12th February 2022. Clerk to Heveningham Parish Council. 01986 899719