



Huntingfield Parish Council

Minutes

Minutes of the meeting 10th July 2019 at 8.02 pm at the Hub, Huntingfield

Councillors: Cllr. E. Ward (Chairman) Cllr. J. Driver (Vice-Chairman)
Cllr. D. Burrows Cllr. G. Newton Cllr. D. Blackmore

Also present: Clerk - Karen Forster, County & District Councillor Burroughes and 1 member of the public

19/21 **Apologies for Absence**

There were no apologies for absence. Cllr. Newton was not present.

19/22 **Declarations of Interest & Requests for Dispensations**

Cllrs Burrows declared a non-pecuniary interest in item 9 as he is a trustee of the Hub. Cllrs Burrows, Ward & Driver also declared a non-pecuniary interest as members of the PCC.

19/23 **Minutes of the Previous Meetings**

Minutes of the AGM & regular meetings on 22nd May 2019 were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**

19/24 **Open Forum**

The member of the public did not wish to speak at this time but asked to speak when discussing the Dog Bin.

19/25 **Reports from the County & District Councillor (Previously Circulated)**

County and District Councillor Burroughes had previously sent his reports which had been circulated. In particular he wished to comment on the following:

- Electric Car Charging was being trialled, but this would roll out across Suffolk. The Chairman stated that this might be of interest to Huntingfield, as it could be sited in the Hub car park.
- There was consultation regarding reorganising the way grants are passed to bus companies so that the smaller companies that served rural, less popular routes would benefit more.
- Contrary to rumour, the number of health visitors are being reviewed and could be increased.
- The new District Council is operating well and Cllr. Burroughes is responsible for Customer services and operational partnerships such as Norse.
- The recent women's Cycle Tour was a great success.

Cllr. Burroughes has been asked to fund automatic opening/closing of the hub door which he is considering although the request has come from the Hub Trustees.

At this point, Cllr. Newton arrived and apologised for his late arrival.

19/26 **Update on the Vacancy on Council**

There have been no applications for co-option to Council.

19/27 **Appointment of Representatives**

Cllr. Blackmore volunteered to be the Planning representative and will attend a course at SALC.

It was agreed that the representative for SALC would be on an ad-hoc basis dependent on the dates and availability of meetings.

Signed _____ Date _____



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19/28 **Accounts.**

- a) The Statement of Accounts were presented. The Clerk clarified a couple of the income numbers.
- b) The Clerk stated that as at the end of June, the bank account stood at £ 29,212.50 of which £ 19,819.38 is ringfenced for the Hub and the balance of £ 9,524.63 belongs to the Parish Council including the grant from Cllr. Burroughes towards the solicitor's costs for the Hub lease. There are £1,586.21 unpresented cheques.
- c) **Authorisation to Pay:** The previously circulated Authorisation to Pay for £ 1,021.39 was discussed. **It was unanimously RESOLVED to approve the Authorisation to Pay.** There was additionally a request for payment of the GDPR Data Protection from the Information Commissioners office of £40. The Clerk recommended setting up a standing order. **It was unanimously RESOLVED to set up a standing order and the paperwork was duly signed.**
- d) The Clerk confirmed that the mandate for the Bank account had been sent to Lloyds Bank to remove the previous Councillors Thompson, Baker & Lucas and to add Cllr. Blackmore. **NOTED**

19/28 **The Hub**

- a) **Formal Lease Agreement:**
No progress. The Clerk is to liaise with H. Cannon of the Hub Trustees
- b) **Requirements for expenditure:**
None received

19/29 **Councillor Training Plan**

Cllr. Blackmore was booked to attend the planning training. **NOTED**
After discussion, the Clerk was asked to investigate training at the Hub for all Councillors and to invite local parishes & towns to join in so as to reduce the cost. **NOTED**

19/30 **Copyright Issue**

The picture of the fruit crumble in the Hare which has apparently infringed copyright was discussed. It appears that this is a company and individual who do this continuously around with the world and there is a lot of comment on the internet. However, it appears that HPC could be obliged to pay the £249 demanded for the licence. The Clerk has referred this to NALC & SALC legal departments, to the insurers legal department and will be discussing with District Council trading standards. Councillors are all angry about the demand but will agree to pay it dependent on the legal advice – there is a deadline date of 17th July. Due to the Clerks holiday, this will be dealt with by the Chairman. **It was unanimously RESOLVED to pay the demand if advised by the legal departments.**

There is also the question regarding the liability of Council when 3rd party individuals put items onto the Councils website. However, it could not be seen how this could be changed without Councillors taking on a lot more work. It was agreed to keep an eye on this.

19/31 **Village Improvements**

Dog Bin: The member of the public asked if it was possible to put the proposed Dog Bin in the Orchard rather than the green. It was agreed that she should discuss with the Millenium Green Chairman.

Hand Rail: Eventually, Cllr Blackmore was able to get into contact with Easitron regarding the hand rail and will continue to pursue it.

Grit Bin: Travis Perkins of Lowestoft were responsible for the destruction of the Grit Bin and will be replacing it. The Clerk is to chase this up. **NOTED**

19/32 **Highways & Footpaths :**

Cllr. Ward commented on the number of pot holes. She and Cllr. Driver are to compile photographs and log them on the website.

Cllr. Newton will undertake the cutting back of footpath at Carnser as Norse haven't done it yet.

Cllr. Newton reported that Laundry Lane stile had been removed and the area cleared up.

He also reported that the work on the Forge will go out to tender next week.

Signed _____ Date _____



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19/33 **In accordance with Public Bodies (Admission to Meetings) Act 1960, a motion to exclude the public and press for the discussion of matters regarding personnel was unanimously RESOLVED.**

In summary, it was agreed that the grade for the Clerk is increased to 23.

The meeting closed at 8.30 p.m. Next meeting: Wednesday 11th September 2019 at 7.30 at the Hub, Huntingfield.

Karen Forster - Clerk to Huntingfield Parish Council,
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huntingfieldclerk@gmail.com

Signed _____ Date _____