



HUNTINGFIELD PARISH COUNCIL

Parish Clerk: Carol Hume
Tel: 01986 785368
E: huntingfieldclerk@gmail.com

03/23

Minutes of the Parish Council Meeting held on Wednesday 8th March 2023 at 7.00 pm

Councillors attending: Cllr D. Blackmore (Chairman), Cllr E. Watson, Cllr J. Driver, Cllr E. Ward,
Also attending: Carol Hume (Clerk & RFO) and 8 members of the public.

1. Chairman's welcome and formal notice about recording of the meeting (if applicable).

Cllr. Blackmore took the Chair and welcomed everyone to the meeting. The Chairman reported that a recent coffee morning held at the Hub raised £935 in aid of the Earthquake appeal. The Chairman also reminded those present that photo id will be needed before being able to vote at the elections to be held on 4th May. There was no recording of the meeting.

2. To RECEIVE apologies for absence - NONE

To RECEIVE declarations of interest - NONE, and

To RECEIVE delegated Declarations of Interest Dispensation decisions or APPROVE such dispensation requests where required - NONE.

Carla Kruger and Clive Clarke-Watson were co-opted as new councillors to the Parish Council. Both were proposed by Councillor Ward and seconded by Councillor Watson.

3. Public Forum

The Chairman to invite members of the public to indicate if they wish to speak at this meeting, either on an item on the Agenda or on a general matter. *The gritting bin on Cratfield Road has been hit and is broken. As the Parish Council is responsible for its upkeep a photograph of it will be uploaded to the East Suffolk Council website. Mention was again made of the hedge/trees along the Linstead Road which need cutting back but as the owner of the hedge doesn't want it done it is difficult to know how to proceed. Suffolk Highways should deal with the problem as driving is dangerous along that part of the road. The smell from the sewers in summer was raised as additional housing in the village will only make it worse. Were there plans to update the pumping station? Cllr Clarke-Watson said that the drains on his drive were in a poor state but have now been replaced with sealed ones which should improve the problem. Planning permission has finally been granted for the Forge and demolition of the old building and building of its replacement should start soon. Julia Ewart, the Liberal Democrat candidate for the Kelsale and Yoxford Ward of East Suffolk District Council in the upcoming election, who was attending the meeting to observe and listen to some of the current needs of the Parish, introduced herself and gave a brief summary of her background to date. She thanked those present for their time and attention.*

4. Minutes of the last meeting

RESOLVED - to **APPROVE** the Minutes of the meeting of the Council held on **2nd February 2023** (previously circulated) as a true and accurate record.

5. County and District Councillor's Report

To **RECEIVE** an oral or written report from **Cllr. Stephen Burroughes** (Suffolk County Council and East Suffolk District Council) and to give him the opportunity to respond to any matters raised in the Public Forum. Both reports were received two hours before the start of the meeting which meant councillors had not had time to read the reports in detail. They will be posted on the website. Councillor Burroughes is standing down from East Suffolk District Council at the election in May.



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6. The Hub

To **RECEIVE** an update on the proposed agreement with the Hub Trustees – The Chairman and Mrs Collett had attended a meeting with Sprake and Kingsley relating to the registration of the Parish Council’s title to the land at the Hub. A Statement of Truth has been submitted to the Land Registry who may take up to a year to approve. The Chairman will represent the Parish Council’s interests and the Hub needs to nominate someone to represent theirs. There is a Hub meeting next week when this should happen.

To **APPROVE** proposed expenditure for the Hub – It was **AGREED** that the ringfenced hub account could be used towards the solicitors fees for drawing up the lease agreement with the Hub Trustees.

7. Planning and Development

To **CONSIDER** any planning applications received by the Council for comment, including those received after the publication of this agenda – **NONE**. To **NOTE** any planning decisions received – **NONE RECEIVED**

To **RECEIVE** an update on properties owned by the Heveningham Hall Estates – **NONE RECEIVED**. The clerk will contact Mr Bostock by phone and ask what plans there are in relation to the Old School House which is currently empty and will quickly deteriorate if left.

8. Parish Clerk’s Report

To **RECEIVE** an update on actions still outstanding from previous meetings.

Plug-in Suffolk – the Clerk had spoken to the Wilby parish clerk who said that usage at the Village Hall is minimal.

Quiet Lanes – The Chairman had collected the signs and brackets. One set of signs are up and the position of the second set has yet to be agreed.

New laptop – Purchased and being used by the clerk.

Lloyds Bank – A further form has been completed by the clerk and submitted.

OneSuffolk.net – Training completed.

UK Power Networks – Maintenance Application submitted for the overgrown oak tree in Holland Rise. Contacting Cllr Kruger in the next 10 working days to arrange date for work to take place.

New Tide Homes contacted regarding the wall/steps at Holland Rise. They should contact Cllr Kruger.

Suffolk Highways – contacted regarding soakaway near Bridge Cottage. They will continue to monitor the situation as no remedial action needed at present.

9. Responsible Financial Officer’s Report

- **NOTED** – A Bank Reconciliation and Statement of Accounts, having been circulated prior to the meeting.
- Ideas on how to spend the Neighbourhood CIL Payment of £4686.08 received during 2022 will be put on the agenda for the next meeting in May.
- The Draft Budget for 2023 having been circulated prior to the meeting was **APPROVED**.
- The following list of payments was **APPROVED**.



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Authorisation to Pay

8th March 2023

| Date | Supplier | Item | Gross | VAT | Net | Comment |
|----------------|--------------------------|---|-------------------|-----------------|-------------------|--------------------------|
| 8th March | Carol Hume | Salary - January 2023 | £ 296.83 | | £ 296.83 | |
| 8th March | Carol Hume | Salary - February 2023 | £ 296.83 | | £ 296.83 | |
| 8th March | Carol Hume | Home working - 1 month (Feb) | £ 26.00 | | £ 26.00 | |
| 8th March | Carol Hume | McAfee annual renewal charge | £ 59.99 | | £ 59.99 | Paid using CH debit card |
| 8th March | Community Action Suffolk | Parish Clerk website training | £ 48.00 | £ 8.00 | £ 40.00 | |
| 8th March 2023 | Heron IT Ltd | Lenovo V15 new laptop for clerk's use (plus delivery) | £ 699.89 | £ 116.65 | £ 583.24 | |
| Total | | | £ 1,427.54 | £ 124.65 | £ 1,302.89 | |
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| Authorised By | |
| Chairman | |
| 2nd Authorisation | |
| Minute: | |

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|------|------------|
| Date | 08/03/2023 |
|------|------------|

10. NOTED - correspondence received since the last meeting and already circulated.

- Email received from Charlie Yule regarding a new Youth Project was read out by the Chairman. Some discussion among councillors agreed it is a good idea. It was proposed by Cllr Driver and seconded by Cllr Ward that £100 be donated by the Parish Council as a contribution towards set-up costs.
- The quotation from Suffolk Norse for grass-cutting on the Green for the 2023 season was approved.
- EAAA had asked how many people would be interested in Defibrillator Training at the Hub. It was agreed that the Parish Council would support the training and would advertise it at the time. The clerk will reply to the email.
- The "No Parking" signs bought from EPS Transfers and installed near the pub steps have been too successful leading to increased parking on the other side of the road. The clerk will order another sign from EPS Transfers which will say "Please do not park in front of these steps" and be signed on behalf of Huntingfield Parish Council.
- An email had been received from the Greenest Counties Community Network and the clerk will respond asking for Huntingfield to join the community and received future communications.

11. Date of the next meeting

CONFIRMED - the date of the next meeting on Wednesday 17th May 2023 at 7 pm in the Hub. Also on this date the Annual Parish Meeting and the Annual General Meeting will be held.

The Chairman closed the meeting at 7.55 pm