



# HUNTINGFIELD PARISH COUNCIL

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

18/22

## Minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> November 2022 at 7.00 pm

Present: Cllrs Blackmore (Chairman), Burrows, Watson, Driver and Ward,  
the Parish Clerk, the Locum Clerk and one member 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, including the new Clerk, Carol Hume. 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.

### 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. *There were comments raised and discussion about the hedge along Linstead Road needing to be cut back by 3 feet. Suffolk Highways has a legal duty to keep hedges cut back.*

### 4. Minutes of the last meeting

**RESOLVED** - to **APPROVE** the Minutes of the meeting of the Council held on 5<sup>th</sup> October 2022 (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 – Written report RECEIVED by email shortly before the meeting and will be published in due course.

### 6. Village Environment

To RECEIVE reports from the Footpath and Tree Wardens, and any update on Footpath and Highways matters. The Council was advised that there is currently no Tree Warden but Cllr. Watson is the Highways Officer.

To CONSIDER matters related to local footpaths having narrow field margins. Also matters related to overgrown trees in Holland Rise which need cutting back and unsafe parts of the wall. Also the inoperative streetlights and an open junction box. UK Power Networks would need to be contacted to enable repairs to be made to the streetlight. It was agreed that the Clerk should order two signs be made by EPS Transfers and to be put up to discourage parking around the Green pathway. Cllr Burrows has had discussions with the local constabulary regarding most of these issues and has numerous photographs as evidence. Quiet Lanes – the self-help agreement has not been signed and Karen Gregory (Laxfield Parish Clerk) has offered help with advice on putting the signs up.

### 7. The Hub

To RECEIVE an update on the proposed agreement with the Hub Trustees – still awaiting. The solicitors involved are not responding. There is no legal agreement between the Parish Council and the Hub. The Land Registry are involved with any area of the land on which the Hub is built. Cllr Blackmore will contact Sprake and Kingsley.

To APPROVE proposed expenditure for the Hub – NONE proposed

To CONSIDER any support by the Council within the "Warm Space" initiative for a proposal to hold weekly or biweekly sessions at the Hub to provide support for families in need within the community by offering a community larder (Cllr. Driver). It was AGREED that once the PC has received the Hub's plan to open as a warm space we (the PC) would apply for financial support from the Cost of Living Grant Fund on their behalf.

**DRAFT UNTIL SIGNED**

Signed/initialled.....Chair

Date...../...../.....

This page ....of.....



# HUNTINGFIELD PARISH COUNCIL

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

19/22

## 8. 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**

To **RECEIVE** an update on properties owned by the Heveningham Hall Estates – **NONE RECEIVED**

## 9. Parish Clerk’s Report (to follow)

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

Items **101.22** (short term holiday lets) & **65.22** (Plug-in Suffolk) remained Amber (in progress) on the list. To **CONSIDER** a proposal to replace the 4 year old laptop used by the Clerk at a cost of £500 + VAT. Proposed by Cllr Driver, seconded Cllr Ward and **APPROVED**. The Clerk will liaise with Cllr Watson and place an order.

## 10. Responsible Financial Officer’s Report

- **APPROVED** – David Lines circulated a full bank reconciliation and statement of accounts which were **NOTED**, and the following list of payments was **APPROVED**.

Date	Supplier	Item	Gross	VAT	Net	Comment
2nd Nov	Carol Hume	Salary	£ 220.17		£ 220.17	
2nd Nov	Carol HUme	Home working STO	£ 26.00		£ 26.00	
2nd Nov	Carol Hume	ILCA course qualification fee	£ 144.00		£ 120.00	
2nd Nov	David Lines	Locum Clerk Fees plus mileage	£ 780.00		£ 780.00	Fees to 11/11/22 + travel expenses
2nd Nov	RBL Poppy Appeal	Wreath for Remembrance Day	£ 25.00		£ 25.00	
<b>Total</b>			<b>£ 1,195.17</b>	<b>£ -</b>	<b>£ 1,171.17</b>	

- **RESOLVED - to open an on-line current account with Unity Trust Bank, satisfactory references from two current users of the banking facility having been received. A cheque for £500 will need to be raised as an initial deposit and forwarded to Unity Trust together with completed 3 signatory forms.**
- **INITIATED** – the process to establish the 2023 Budget and Precept

11. **NOTED** - correspondence received since the last meeting had all been circulated prior to the meeting

## 12. Date of the next meeting

**CONFIRMED** - the date of the next meeting January 11<sup>th</sup> 2023 at 7 pm in the Hub

**The Chairman thanked David Lines for his work as Locum Clerk over the past few months before closing the meeting at 8.40pm**

**DRAFT UNTIL SIGNED**

Signed/initialled.....Chair

Date...../...../.....

This page ....of.....