



# Huntingfield Parish Council

## Minutes of the meeting of Huntingfield Parish Council held on Wednesday 10<sup>th</sup> November 2021 in the Hub at 7pm.

Attendees: Cllr Emma Ward (Chairman), Cllr David Blackmore, Cllr Jackie Driver, Cllr Sarah Kingsley Adams, Cllr Edward Watson.

County and District Cllr Stephen Burroughes, Clerk Julie Collett and 2 residents.

**118.21 Apologies and approval of absences.** Apologies received and excepted from Cllr David Burrows

**119.21 To receive Declaration of Interest:** None

**120.21 To consider requests for dispensations.** None

**121.21 To resolve that the minutes of the Parish Council meetings held on 8<sup>th</sup> September 2021 are a true and correct record.** Minutes agreed and signed as correct.

**122.21 To receive Progress Reports for information**

- a. SID Update including DATA and rota. The SID was delivered to the clerk on 10<sup>th</sup> November. Cllr David Blackmore agreed to take charge of the device, to check it and install onto the post.
- b. Handrail. Contact from Easitron has confirmed delivery should be in the next 3 weeks. Cost remaining the same as the previous handrail.

**123.21 Public participation session (15 minutes) to include County Councillor and District Councillor reports, Footpath & Tree Wardens reports.** A member of the public updated the council about the handrail. Also stated that some form of lighting is needed for the steps near to the Hub.

Reports received and circulated from Cllr Stephen Burroughes. Full details can be seen on Huntingfield website. Cllr Burroughes advised that the meeting with Highways is likely to be in the New Year and will be held via Teams. Some funds are remaining in the Locality Budget if we wish to apply for the handrail and the lighting. Application needs to go in soon. Cllr Burroughes asked if the council had received a questionnaire about digital profile and what equipment the council would need to hold hybrid meetings. The boundary review consultation has closed, and boundaries will change ready for the County Council elections in 2025. Huntingfield will move into Greater Halesworth.

Sue Brewer volunteered to become the Footpath Warden. The Council thanked her and the clerk will forward some details.

**124.21 Finance**

- c. To review and approve the statement of accounts for the current financial year. Agreed.
- d. To review and approve the Bank Reconciliation. Bank account unreserved funds stands at £8511.56 with reserve funds held of £20984.63
- e. To approve the Authorisation to Pay. Agreed to pay invoices amounting to £1022.58 + VAT £13.80.
- f. To approve the account receipts. Interest received of £1-00 from April until September.
- g. To consider and approve the budget for 2022/2023 Clerk presented the budget to the council that would increase the precept by 2.5%. However, Cllr Blackmore proposed that reserves should not be increased as much and so the council can support residents by not increasing the precept. Cllr Ward seconded and council agreed unanimously. Clerk will revise the budget ready for the next meeting.
- h. To consider and agree the precept for 2022/2023. Defer until next meeting.

**125.21 The Hub:** To discuss the following:

- i. Update on the progress with the agreement between the Parish Council & Hub Trustees. Nothing further to report as yet.
- j. The Council authorised Cllr Edward Watson & Cllr Jackie Driver to sign the lease on behalf of Huntingfield Parish Council, following approval of the lease by the council.



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k. To approve any future expenditure required. None

**126.21 Highways and Footpaths:** To receive any update on Footpath & Highways issues.

- Update on meeting with CC Stephen Burroughes and Highways. As reported this is scheduled for early 2022.
- Pot holes on Low Road. Council were working along the road. Will report back at next meeting.
- Cllr Driver had received correspondence re the plaques that are for the Footpath Signs.
- The footpath needs re-instating from Laundry Lane to the B1117. The styles are inaccessible and there is electric fencing across the path. Clerk to write to the Estate Manager.

**127.21 Update on the Neighbourhood Plan for Huntingfield.** No volunteers and nothing further heard.

**128.21 Update on the properties in Huntingfield owned by Heveningham Hall Estate.** Work has started on the Laundry. The Old School House has a new door and is looking better. The clerk has received details from Matt Bostock confirming the following points.

- A general meeting between the Hall, Heveningham & Huntingfield Parish Councils will be planned for early 2022.
- Adjustments have been made on the plans for the Lodges.
- Amended plans for the Forge hope to be submitted by Christmas, including formalising parking alongside the boundary with the river, greening up of the site to improve the visual appearance as you enter the village, alterations, relocation and/or removal to the existing Forge in order to take away the hazardous nature of the building on the roadside with potential to relocate some floorspace.

**129.21 To consider which verges around the village should not be cut to allow for wildflowers.** Deferred until next meeting.

**130.21 To review the Standing Orders.** The standing orders were reviewed and found to be suitable for council requirements. No amendments necessary.

**131.21 To review the Financial Regulations.** The financial regulations were reviewed and found to be suitable for council requirements. No amendments necessary.

**132.21 To consider training required for any councillors.** Cllr Kingsley Adams has signed up for Parish Councillor training via E-Learning. Cllr Blackmore would like to sign up for the E-Learning on Planning. Clerk to provide details.

**133.21 To consider items for consideration for inclusion on the next agenda.**

- Heveningham Hall Properties
- Budget
- Precept
- Queens Jubilee. Possible funding available for a celebration from Cllr Burroughes.

**134.21 To agree the dates for the 2022 meetings.**

12<sup>th</sup> January 2022

9<sup>th</sup> March 2022

11<sup>th</sup> May 2022 to include APM

13<sup>th</sup> July 2022

14<sup>th</sup> September 2022

9<sup>th</sup> November 2022

Dates noted and agreed.



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**135.21 Date of Next Meeting.** To confirm the date of the next meeting scheduled for 12<sup>th</sup> January 2022 7pm in the Hub.

**Meeting closed 8.05pm**

**Minutes agreed as correct.**

**Chairman** \_\_\_\_\_ **Date** \_\_\_\_\_

**Julie Collett Clerk to the Council 01986 899719**