



Huntingfield Parish Council

Minutes

**Minutes of the meeting of Huntingfield Parish Council held on
Wednesday 14th July 2021 in the Hub.**

Councillors Attending: Cllr Emma Ward (Chair), Cllr David Burrows, Cllr Jackie Driver, Cllr Sarah Kingsley Adams, Cllr Edward Watson.

Also Attending: Matt Bostock SSB, 1 resident and Julie Collett (Clerk).

78.21 Apologies and approval of absences. Apologies received and accepted from Cllr David Blackmore.

79.21 To receive Declaration of Interest: None.

80.21 To consider requests for dispensations. None

81.21 To resolve that the minutes of the Annual Parish Council meeting and the standard meetings of the council held on 14th May 2021 and 9th June 2021 are a true and correct record. Council agreed these minutes as correct, and the chair signed accordingly.

82.21 To receive Progress Reports for information

- a. Repairs on the Village Green. The repairs have been completed.
- b. SID. Waiting for confirmation of the grant from Cllr Burroughes.

83.21 Public participation session (15 minutes) to include County Councillor and District Councillor reports. Apologies from Cllr Burroughes, no reports received. No other comments.

84.21 Finance

- c. To review and approve the statement of accounts for the current financial year. The account balance stands at £30978.59. This included ringfenced amounts of £19833.63 for the Hub and £1150 for the solicitors fee regarding the Lease.
- d. To review and approve the Bank Reconciliation Approved
- e. To approve the Authorisation to Pay. Approved payments of £1307.19 plus VAT £10.
- f. To approve the account receipts. VAT reclaimed and received £681.09
- g. To review the Internal Control. The council reviewed the internal control and found it to be suitable for council needs. Cllr Edward Watson as a non-signatory carried out the checks for the Internal Control.

85.21 The Hub: To discuss the following:

- h. Update on the progress with the agreement between the Parish Council & Hub Trustees. The clerk met with the solicitor who advised that there are two pockets of land that are not registered. The council granted authority for the solicitor to obtain the title of these two areas and to get up to date copies of all titles. The council then authorised the solicitor to register the land. Council agreed this needs to be completed before the lease is issued. Council agreed the lease would cover the Hub, Car Park and Play Area. The insurance will need to be transferred into the name of the Parish Council with interest of Hub noted. The insurance premium will be recovered via the annual rent, ie. Peppercorn rent of £10 plus insurance cost. Council needs to agree on any restrictions to be included in the lease, ie Must comply with all T's & C's on licences, car park must remain open to all, will be discussed at a further meeting.
- i. To approve any future expenditure required. None

Signed _____ Date _____



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- 86.21 Highways and Footpaths:** To receive any update on Footpath & Highways issues.
- Update on meeting with CC Stephen Burroughes and Highways. No further update.
 - Holland Rise damaged drain. Cllr Burrows has reported this again. Cllr Burrows agreed to continue this as a resident and forward details to the clerk, who will act on behalf of the council.
 - Verges Cllr Emma Ward will report back at next meeting which verges the council will decide to keep uncut.
 - Steps to Millennium Green. Agreed this is a matter for the Hub & Millennium Green Committees. Suggest they also look at lighting for the steps.
- 87.21 Correspondence for information.**
- Email received re footpath 001 Manor Farm. Cllr Jackie Driver will walk this footpath and report back.
 - Email re Right Of Way fingerposts. Council agreed to respond positively to the plaques for the fingerposts.
- 88.21 To receive the internal audit report from Heelis & Lodge.** Council noted the two recommendations contained in the report. Clerk confirmed that VAT had already been reclaimed for the past year. Council also noted that recommendations from the internal auditor would be agreed, actioned and minuted.
- 89.21 Traffic from Huntingfield Hall through the village.** Residents are concerned with the amount of traffic coming through the centre of the village. Questions asked as to why the vehicles could not use the other entrance to Huntingfield Hall. Questions on the weight allowed over the cattle grid. Matt took notes of this query.
- 90.21 Proposed Planning application for Valley Farm.** Matt showed the council proposed plans for four additional lodges in various locations surrounding Valley Farm. Access initially via Brick Kiln Lane & Barrels Hill. However, another access is hoping to be created on the B1117 Heveningham, opposite Chapel Barn. Additional trees would be planted along Brick Kiln Lane. Concern was raised about the views being blocked. Cllr Watson also requested that Vistas could be introduced in some areas where the trees have blocked the view as is the case on Barrels Hill. Matt Bostock also reported that Valley Farm had a break in on Sunday 16th July, and items damaged and stolen. The police have been informed. Ensure everyone remains vigilant.
- 91.21 Heveningham Hall rental properties and updates with progress.** The initial plans for The Forge & Blacksmiths have been refused by East Suffolk DC. Alternative plans are now being looked at. Council was advised on some variations.
- 92.21 To consider an Electric Charging Point for the Hub.** The Hub Trustees agreed this to be a good idea. Clerk has registered an interest. Wait for further updates from Suffolk County Council.
- 93.21 To consider the Queens Green Canopy programme.** This programme was not suitable for Huntingfield due to the number of trees involved.
- 94.21 To consider items for consideration for inclusion on the next agenda.**
Updates
Lease
Insurance

Signed _____ Date _____



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95.21 To consider excluding the public and press.

To consider excluding the public and press for the next item as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies [Admission to Meetings Act] 1960). Council agreed to exclude the public & press.

96.21 To review the clerk's performance and salary. Council agreed to increase the clerk's salary to SCP 19 and confirm they are happy with the clerk's performance.

97.21 Date of Next Meeting. To confirm the date of the next meeting scheduled for 8th September 2021 7pm in the Hub.

Meeting closed 20.55pm

Minutes signed as correct.

Chair _____ **Date** _____

Julie Collett
16th July 2021
Clerk to the Council
Bridge Cottage, Huntingfield, Halesworth, IP19 0PX, 01986 899719