



# HUNTINGFIELD PARISH COUNCIL

Locum Clerk: David Lines  
P: 07485 151248  
E: huntingfieldclerk@gmail.com

15/22

## Minutes of the Parish Council Meeting held on Wednesday 5<sup>th</sup> October 2022 at 7.00 pm

Present: Cllrs Watson (Vice-Chairman), Burrows, Driver and Ward,  
the Locum Clerk and ten members of the public

Prior to the commencement of the meeting, Cllr, Watson read out the following statement on behalf of the Chairman and Councillors of the Parish Council

*The Chairman and Members of Huntingfield Parish Council wish to record their heartfelt regret on the recent sad passing of Her Majesty, Queen Elizabeth II, and to offer their condolences to His Majesty, King Charles III, and to all members of the Royal Family. The Council also sends its best wishes to His Majesty on his accession to the throne of the United Kingdom and Northern Ireland.*

A minute's silence was then held.

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

Cllr. Watson welcomed everyone to the meeting. There was no recording of the meeting

**2. To RECEIVE apologies for absence - received from Cllr. Blackmore and ACCEPTED and declarations of interest - NONE, and**

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

NOTED - the resignation of Cllr. Sarah Kingsley Adams

**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 cordoning off an area of Holland Rise (advised to contact the landowner), overgrown trees in Holland Rise (the responsible authority would be contacted) and inoperative streetlamps in Holland Rise as well (the responsible body to be contacted).*

**4. Minutes of the last meeting**

RESOLVED - to APPROVE the Minutes of the meetings of the Council held on July 13<sup>th</sup> 2022 and August 10<sup>th</sup> 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 – NONE RECEIVED

**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 the Queens Oak footpath was constricted at one end. Mr. Bostock agreed to investigate and deal with it.

To CONSIDER matters related to pedestrian and wheelchair access within the village.

Cllr. Burrows raised the matters of pavement and footpath access to Holland Rise and across the Green to the Huntingfield Arms, overgrown trees in Holland Rise preventing delivery vehicle access and inoperative streetlights. It was commented that the railings on the pub access were unstable and noted that County Councillors had a pot of grant money to be used for small highway projects. Cllr Burrows proposed a sign to encourage more considerate parking near the Green pathway. It was agreed that a working group, incorporating concerned residents, should be set up to investigate and provide a report to a future council meeting.

DRAFT UNTIL SIGNED

Signed.....

Chairman

Date...../...../20.....





# HUNTINGFIELD PARISH COUNCIL

Locum Clerk: David Lines  
P: 07485 151248  
E: huntingfieldclerk@gmail.com

17/22

11. To **NOTE** correspondence received since the last meeting - **NOTED**.

12. **Date of the next meeting**

**CONFIRMED** - the date of the next meeting as November 9<sup>th</sup> 2022, at 7 pm in the Hub

13. **Exclusion of the Public and the Press**

In accordance with the **Public Bodies (Admissions to Meetings) Act 1960**, it was **RESOLVED** to exclude the Public, including the Press, from the meeting so that any items containing exempt and confidential information (for example, whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceeding such as confidential, specialist, financial or legal advice) in the remainder of this agenda can be discussed and decided.

14. **Staffing and Administrative Matters**

- **RESOLVED** – to appoint Carol Hume to the permanent post of Huntingfield Parish Clerk and Responsible Financial Officer at SCP16 under the national pay scales, with the other terms and conditions of her employment based on the National Agreement on Pay and Conditions of Service of the National Joint Council (“the NJC”) for Local Government Services (the ‘Green Book’).
- **RESOLVED** – to continue, per the original agreement, to continue engaging the services provided by the Locum Clerk, David Lines, as a mentor to the new Clerk until Friday November 11<sup>th</sup>, shortly after the next Parish Council meeting.

**The Vice Chairman closed the meeting at 8.15pm**