



Huntingfield Parish Council Minutes

Minutes of the meeting 13th March 2019 at 7.30 pm at the Hub, Huntingfield

Councillors: Cllr. J. Baker (Chairman) Cllr. B. Lucas
Cllr. J. Thompson (Vice-Chairman) Cllr. D. Burrows
Cllr. J. Driver Cllr. E. Ward

Also present: Clerk - Karen Forster, County & District Councillor Burroughes

18/77 Apologies for Absence

There were apologies for absence from B. Lucas.

18/78 Declarations of Interest & Requests for Dispensations

Cllrs Baker & Burrows declared a non-pecuniary interest in item 8 as they are trustees of the Hub. Cllr. Burrows also declared a non-pecuniary interest as he is the treasurer of the PCC.

18/79 Minutes of the Previous Meetings

Minutes of the meetings on 9th January 2019 were submitted for approval.

Cllr. Burrows stated that he thought a comment made regarding the publication of the circular walks by the PCC should have been included, as well as the comment by the Chairman at the time that that group had been disbanded and it wasn't part of council business. This was during the discussion on the budget. After discussion as to the relevance of this to the agenda item at the time, **it was unanimously RESOLVED to amend the minutes to reflect this.** This was duly completed, and the amendment was initialled by the Chairman.

Cllr. Burrows also stated that he thought a comment that he believed had been made during the discussion on the Assets Register by the Clerk, regarding the ownership of property at the Hub and its surrounds, should have been included. The Clerk stated she was not aware she had made this comment but would accept Council's decision. No one else could remember this. Cllr. Thompson stated that he thought it was irrelevant as it would have been an off-the-cuff comment and the Asset register had been agreed and signed by Council, which reflected what assets the Council owned. **It was unanimously RESOLVED to not amend the minutes with this proposal.**

It was RESOLVED by a Majority Vote that the minutes be accepted as an accurate record and were duly signed by the Chairman.

18/80 Update on the Vacancy on Council and Election papers

- a) Mr. G. Newton had contacted the Clerk that afternoon about becoming a councillor. Due to the imminent elections, he had completed a nomination form for the forthcoming elections. **NOTED**
- b) All councillors had been issued with the nomination papers and there were discussions as to how to complete them. Cllr. Baker stated that she would not be standing for re-election. Cllr. Thompson thanked her for all her efforts as a councillor and as the chairman.

18/81 County and District Councillor Reports

Reports had been received from County and District Councillor Burroughes and had been circulated. County & District Councillor Burroughes clarified how the District Council would now function between the disbandment of Suffolk Coastal District Council and the election to the East Suffolk District Council on May 2nd. He also highlighted two items from his report.

- CIL – which is monies collected from developers – is available to be claimed for special projects.
- The funding of the CAB has been cut by 50% by the County Council however additional funding has been found through the health providers. However, that may only be a short term funding.

Cllr. Burrows questioned whether the decision to build a new building in Woodbridge for the District Council was made after or aware of the decision to merge the two Councils. Cllr. Burroughes stated that yes it was however the old building was not fit for purpose and the land was sold for development.

Signed _____ Date _____



Huntingfield Parish Council

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Cllr. Thompson asked about what support there would be to make savings and support or provide a process to merge small parishes. Cllr. Burroughes stated that there would be a new set of meetings called a Parish Forum to which a Clerk and the Chairman would be invited and that this could enable discussion along this item and possible funding. He would raise it at the first meeting.

The Chairman thanked him for coming to the meeting and his reports.

18/82 Accounts

- a) The Clerk asked if Agenda Item 6e could be discussed at this point. A letter had been received from the PCC regarding a donation towards the maintenance of the Burial Ground. **It was unanimously RESOLVED to donate £250 to the St. Mary Virgin Church for maintenance of the Burial Ground.**
- b) The Statement of Accounts were presented. There were no questions.
- c) The Clerk stated that as at the end of February, the bank account stood at £ 27328.92 of which £ 19,817.83 is ringfenced for the Hub and the balance of £ 7461.09 belongs to the Parish Council including the grant from Cllr. Burroughes.
- d) **It was unanimously RESOLVED to increase the Clerks Salary in line with the NJC payscales and the accepted budget.**
- e) **Authorisation to Pay:** The previously circulated Authorisation to Pay was discussed. The Clerk had since received an invoice from SALC for £ 21.60 for salary calculations and therefore the total to approve was now £ 773.58 (739.98 net). **It was unanimously RESOLVED to approve the Authorisation to Pay.**
- f) **Internal Review:** Council had received the internal review completed by the Chairman. **It was unanimously RESOLVED to accept the Authorisation to Pay.**

18/83 The Hub

- a) **Formal Lease Agreement:** The solicitor acting for the Hub Trustees had been appointed and details passed to P. McClaughlin. **NOTED**
- b) **Requirements for expenditure:** None received

18/84 Holland Rise Garages

Cllr. Thompson reported that the garages at Hall Rise had been knocked down and it appeared that the owners Flagship had left the land to be used as parking, which would alleviate the parking problems. He had had a number of discussions with them over the years and felt that this a positive move. Council thanked Cllr. Thompson for his efforts with this. **NOTED**

18/85 Village Clean Up Day

It was agreed to hold a village Clean Up day on 6th April from 9 – 11. This is on the same day as the Brunch so it is hoped that people who join in the litter pick will then join in with the Brunch. A notice is to be sent to as many residents as possible using the Hub and the PC email lists.

18/86 New Dog Bin

The Hub Trustees do not want the dog bin located by the childrens play area as dogs should not be in that area. It was suggested that this could be put on the village Green. Cllr. Thompson to discuss with the Pub Owner. **Noted**

18/87 **Emergency Plan:** It was agreed to defer this to the next municipal year.

18/88 **Highways & Footpaths :** There is no update however it appears that some work is being undertaken.

18/89 **AOB :** The Clerk passed over the draft completed copy of the Local Plan

The meeting closed at 8.35 p.m. Next meeting: Wednesday 22nd May 7.30 pm. At the Hub, Huntingfield.

Karen Forster - Clerk to Huntingfield Parish Council, Orchard House, Chediston Road, Wissett, IP19 0NF huntingfieldclerk@gmail.com

Signed _____ Date _____