

# Hessett Parish Council

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## MINUTES

of the meeting held at Hessett & Beyton Village Hall, Hessett on

**Monday 28<sup>th</sup> November 2022 at 7.30pm**

**Present:** Councillors: Lynn Heymoz, Margaret Shaw, Stuart Turvill (Chair) and Debbie Willis.

**In attendance:** Maximilian Clay (Clerk to the Council)  
Four members of the public.

### 36. Apologies

Cllr Elliott had tendered apologies and the reason was approved by the Council.

### 37. Declarations of Interest

- a. There were no Disclosable Pecuniary Interests declared.
- b. There were no Other Disclosable Interests declared.

### 38. Minutes

The minutes of the meeting of the Parish Council held on 10<sup>th</sup> October 2022 were agreed to be a true record and the Chair was authorised to sign them as such.

### 39. County & Borough Councillor Reports

County and District Cllr Otton had submitted a written report which was received by the Council. Cllr Otton drew particular attention to the forthcoming works on the concrete sections of the A14 which will cause disruption but which she felt will be well worthwhile in the meantime, and to the fact that the Warm Spaces scheme had started and was operating in Thurston Library.

### 40. Public Forum

No matters were raised.

### 41. Finance

- a. **Financial Summary for the year to date** - This was received by the Council and the bank reconciliation was noted. After brief discussion the summary was approved.
- b. **Initial Draft Budget for 2023/24** - There was discussion about the draft budget. The Clerk reported that he had included funds for the purchase of a VAS for the village and had applied an inflationary increase across the board but used known figures where possible. After discussion of the detail of the draft, it was resolved to carry this forward to the next meeting for approval, as drafted.
- c. **Receipts and Payments** - The schedule of receipts and payments was received by the Council and it was noted that payments included the updated national pay scale and back pay from the implementation date (1<sup>st</sup> April 2022). It was resolved to approve the payments but as the new mandate had not yet been put in place, cheques were not drawn; these will be drawn and signed as soon as the mandate is in operation.

### 42. Planning

- a. There were no planning application consultations to hand.
- b. Updates on application considered at previous meetings:
  - i. **DC/22/04601 - Plot 2, Land South of Hubbards Lane, Hessett:**  
*Application under S73 for Removal or Variation of a Condition following grant of Planning Permission DC/21/01416 dated 16/06/2021. Town and Country Planning Act 1990. To vary Condition 2 (Approved Plans and Documents) to alter the design of the roof. This application had been withdrawn.*

#### **43. Five Bells Inn**

Mr Nigel Jackson had been invited to the meeting to update the Council on progress with the pub. There had been problems with the stable buildings as the planning authority had been unhappy with some of the changes and this had delayed things. Progress on the pub had proceeded slowly but it is anticipated that it will be opened in 2024 although Mr Jackson could not be precise about a date yet. A spring open morning on a Saturday was suggested as a good idea.

#### **44. Clerk's Report & Administrative Business**

- The Clerk reported that there had correspondence:
  - reporting that a car had been witnessed pulling up at the Green and distributing bread crust. Details of the vehicle were noted and an eye will be kept on this problem.
  - highlighting that the Remembrance Service has always been a village, secular, event and that it was highly desirable that it should revert to this in future years because a church-based event excluded a significant number of villagers.
- As reported at the last meeting, the village gate-sign was on order but confirmation had still not been received as the structure is imported and so had been delayed. When the stock is available we will be invoiced and fulfilment will take place once payment is made.
- As reported at item 41c, there had been an increase to the national pay scales for Clerks. This was back-dated from 1<sup>st</sup> April and was part of a two year settlement that includes an increase in holiday entitlement of one day (pro rata) per year.
- The bank had stopped sending statements to the current address so it seemed that the mandate change was in process but, due to changes in the membership of Council, a new revised mandate was now needed and it was agreed that the three new signing members would take the completed mandate to the bank personally, at a time to be agreed.
- D Cllr Penny Otton had agreed a grant of £500 towards the phone box project.
- Drinkstone Parish Council had been in touch to suggest the idea of joining the advertising of their vacant post with this Council's as it was felt that more hours may be more attractive. After brief discussion the Council agreed that this would be worth exploring and the Chair was mandated to get in touch with the Chair of Drinkstone PC to discuss the idea.

#### **45. The Heath**

Cllr Turvill reported that he had ordered the trees and will discuss planting with Andrew Pearson and will also plan for a tree-planting day in early spring.

#### **46. Councillors' reports and items for future agendas**

It was agreed to discuss the idea of a 'Tidy your Village Day' for the spring.

Elections will take place next year but it was agreed that it would be good to recruit more councillors for co-option before this. Publicity and possible candidates were discussed and it was agreed to post a new notice on the noticeboard.

#### **Reserved Business**

#### **47. Staff Matters**

An expression of interest in the role of Clerk had been received and it was agreed to await any application that arises. It was agreed that, in the meantime, the current Clerk would continue but that he would not be able to fulfil the full role. He was willing and able to continue as RFO, to clerk meetings by Zoom and to deal with any urgent business. It was agreed that this was the best way forward and that an informal Zoom meeting to discuss administrative matters would be organised in the interim.

Cllr Heymoz informed the meeting that, for family reasons, she was tendering her resignation as a Councillor; the Chair of the Council moved a vote of thanks which was passed unanimously.

The Chair thanked the outgoing Clerk and a presentation was made to him. A vote of thanks was proposed and passed unanimously. The Clerk thanked Members for their kindness and for the very thoughtful and apposite gift.

**The meeting closed at 8.41pm.**

Signed as a true record by authority of the Council

Chair

Date