

Hessett Parish Council

Minutes of the full Council meeting held on Tuesday 16th January 2024 in
Beyton and Hessett Village Hall

Councillors Present: Councillors Phil Barrett (Chair), Timothy Elliot, Andrew Pearson, Councillor Margaret Shaw (Vice Chair)

In Attendance : District Councillor Nicky Wilshere, County Councillor Penny Otton, and Tina Newell (temporary assistant to Responsible Financial Officer for Hessett Parish Council).

160124/01 Apologies

All councillors in attendance so no apologies

160124/02 Declarations of Interest

- (a) There were no Disclosable Pecuniary Interests Declared
- (b) There were no other Disclosable Interests Declared.

160124/03 Dispensation

- (a) There were no requests for dispensation to consider.
- (b) There were no requests to be decided with regards grants for dispensation.

160124/04 Minutes

The Minutes of the meeting of the Parish Council held on 27th November 2023 were agreed to be a true record. The Chair was authorised to sign them as such.

160124/05 Public Forum

County & Borough Councillor Reports

Councillor Penny Otton, Suffolk County Council

All Councillors confirmed receipt of County Councillor Penny Otton's report prior to the meeting which is appended in full to these minutes; Councillor Penny Otton stated that Suffolk County Council were concentrating on the flooding and explained that many people had made claims already for damage and remedial work to prevent further flooding. Cllr Penny Otton hopes people were aware that they could claim. **Suffolk residents can apply for up to £5,000 to help protect their property from future flooding this can be found at <https://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk> with applications welcomed from January 2024.**

Councillor Penny Otton confirmed that Gritting would be done according to categories with Category 1 first and then Category 2.

Cllr Phil Barrett informed Cllr Penny Otton of the drain problem in Heath Road.

Budgets

The County Council is not on target to be carbon neutral by 2030 and faces a huge budget deficit and is proposing cuts to children's services, arts and museums and Councillors locality fund by £2k; Suffolk County Council are looking to increase council tax by the maximum allowed at just over 5%.

Councillor Penny Otton confirmed a proposal to move the Records Office from Bury St Edmunds to Ipswich stating that it would be interesting to see how it all pans out in the next Budget meeting.

Cllr Phil Barrett stated to Cllr Otton that it was disappointing that the funding for both the Theatre Royal and the Records Office were to be cut. The issue of parking being a problem at the Ipswich Records office was raised.

The government has said that Councils are no longer to charge for DIY waste, Cllr Otton has requested to know when the charges will stop and is awaiting an answer.

Councillor Nicky Willshere

All Councillors confirmed receipt of County Councillor Nicky Willshere's report prior to the meeting. Cllr Nicky Willshere confirmed that there was some budget left for any groups that need financial community support. Clerk Michelle Fisher asked if this would include applications for funding to support setting up a Community Compost site. Cllr Willshere confirmed that it would and suggested that Hesselton PC price it up and send the details by the end of February 2024. Cllr Nicky Willshere confirmed several green initiatives which may be of use to the PC.

Members of Public

No Issues were raised

Councillors Penny Otton and Nicky Willshere left the meeting.

160124/06

Planning:

- (a) All Councillors noted there were no planning applications relating to Hesselton to consider since the last meeting. A planning application had been posted today and a notice sent to the Clerk and this will mean an Extra Ordinary Meeting will need to be held and the Clerk will write to MSDC Planning to ask for an extension to their stated deadline in order to submit any possible objections following the Extra Ordinary meeting.
- (b) All Councillors confirmed that there were no planning update reports on planning matters considered previously.

160124/07

Clerk's Report & Administrative Duties

The Clerk advised that no decisions had been made under delegated powers since the last meeting.

Most of the Allotment plots were now leased with 2 remaining, an appointment has been made for persons on the Wait list regarding the last two plots on Saturday morning. Hesselton PC were receiving allotment lease fees and these are being recorded. The Clerk advised that the Independent Play equipment inspection will be carried out in January and that she has been advised that we should receive a full report in

February. Cllr Margaret Shaw confirmed that she had carried out the health and safety inspection of the Play equipment and a copy of the proforma was handed to the Clerk. Cllr Margaret Shaw handed the Clerk the monthly Health & Safety report on the Playground. The Clerk informed the Councillors that the external independent inspection of the playground would be carried out this month and that we would receive a report in February. Councillors agreed to discuss the findings of the report at the next meeting.

Councillors agreed SALC to carry out Internal audit, SALC charges are based on annual income or expenditure, whichever is higher, up to £5,000 is £120. £5,001 to £15,000 is £177. £15,001 to £23,000 is £223. Therefore, the cost for Hessem PC would be a max of £223 which was agreed.

160124/08 Finance & Governance

All Councillors received a draft budget prior to the meeting and after reviewing each expense line and the reserves account agreed to set the budget for 2023/24 at £12,818.20.

All Councillors received the tax base for 2024/25 noting the decrease from £212.41 to £210.46. Cllr Phil Barrett proposed to set the precept for 2023/24 at £12,568.20; this results in an annual increase of 5.09% on an average band D property, Councillor Margaret Shaw seconded the proposal and with all Councillors in favour the precept for 2023/24 was set at £12,586.20.

All Councillors confirmed receipt of the finance report for the period ended 27th November 2023 to 16th January 2024.

Bank Reconciliation: Cllr Andrew Pearson, as a non-bank signatory, confirmed the bank reconciliation as presented agrees to the bank statements for the Community account and the Premium account.

Reserves: Cllr Andrew Pearson confirmed at the meeting the reserves account reconciles to the bank statements.

All Councillors resolved to make the following gross payments:

160124/09	Michelle Fisher	Salary (January 2024)	344.40
160124/10	Michelle Fisher	Salary (February 2024)	344.40
160124/11	SALC	Councillor Basic Training	72.00
160124/12	Michelle Fisher	Clerks annual office allowance	312.00
160124/13	Inland Revenue	Employers payslip tax on clerks wages for Dec, Jan & Feb.	258.60
160124/14	Parochial Church Council	Previously uncashed grant cheque referenced in Minutes of meeting 11 th April 2023, point 7.	250.00

- 160124/15** It was noted by the PC that a further uncashed cheque for the previous Clerk, Mr Clay had not been cashed, It was agreed that the clerk would try contact him to advise him to cash the cheque or ask if he required a bank transfer instead.
- 160124/16** **Speeding**
The Clerk confirmed that applications for funding towards the speed camera and camera posts had been submitted; an initial commitment from Suffolk County Council of £1,400 had been agreed. An additional commitment from MSDC community fund of £2,000 had been agreed. As part of the process further forms would need to be completed and a letter to all residents confirming suggested post locations and agreeing to speed camera and posts would need to be completed. Once sufficient responses from residents were received then the results and a further form would need to be completed and sent for them to authorise a visit to assess potential sites. Councillors asked Clerk to contact the supplier of the Speed Camera to check battery life, charge via solar panel and any additional charging of camera which may be required.
- 160124/17** **Allotments**
Clerk confirmed that most allotment plots had now been leased. Two further plots were available and were due to be viewed on Saturday.
Councillors agreed to chase when hedge cutting was likely to be carried out.
Councillors agreed to a Community Compost site on the entrance by the car park of the allotments. Councillors asked the clerk to cost the hire of a skip(s), and for any work that would need to be done to complete the project. To apply for community funding from MSDC before the end of February 2024.
- 160124/18** **Telephone Kiosk**
Cllr Margaret Shaw and the Clerk agreed to have a work group meeting to advance this project. To update any progress at the next meeting.
- 160124/19** **The 5 Bells Pub**
The Clerk informed the Councillors that Bury Free Press had been in touch to ask about the ACV for the 5 Bells and it was confirmed that the Parish Council letter to residents was our correct understanding as to why the ACV application was unsuccessful.
The Councillors agreed that it was lovely to see lots of the residents gather for the press and how social and friendly they made the occasion.
- 160124/20** **The Heath**
The Councillors agreed that the priority should be to spray the Ragwort. Cllr Timothy Elliot will investigate the options further. It was agreed that once the Ragwort was solved an initial cut should be carried out. Following the initial cut a later Hay cut could be done.
- 160124/21** **Formation of Hesselton Environment Group**
Councillors agreed a maximum budget of £20 to advertise for volunteers interested in forming/ being a part of a Hesselton Environment Group.

- 160124/22 Making the Hessett Parish Council Website more informative**
 Cllr Phil Barrett and the Clerk agreed to meet to discuss ways to further improve Hessett Parish Council Website. Once ideas were formed these could be reported back to the Parish Council for discussion at the next meeting.
- 160124/23 Repair & Replace the Railings on the Bridge**
 Cllr Phil Barrett to get quotes for the repair to the Bridge and other areas which need maintenance in the village, such as the Parish Council Notice Board, goal posts etc. Cllr Barrett to report back at the next meeting for approval.
- 160124/24 Grass Cutting**
 Cllr Andrew Pearson and the Clerk will arrange for contractors to view all the areas requiring grass cutting and ask them to bid for tender.
- 160124/25 Village Signs**
 Following Cllr Phil Barretts comprehensive survey of village signs any faults were reported by the Clerk both to Penny Otton of SCC and on the SCC portal.
- 160124/26 Glass Recycling**
 Councillors asked the Clerk to contact the recycling agency asking them to clear it and to confirm how regularly this is emptied.
- 160124/27 Drainage**
 Councillors agreed to make people aware of funding available for any remedial work which may be required to help prevent flooding. Suffolk residents can apply for up to £5,000 to help protect their property from future flooding this can be found at <https://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk> with applications welcomed from January 2024.
 Councillors agreed to send a further reminder to those residents who have not already acted on our last letter regarding Riparian Rights asking them to clear their ditches. Cllr Phil Barrett to write and report with pictures demonstrating the issue. It was agreed to report via Suffolk Portal.
- 160124/28 Control of Dogs/Dog Bins**
 The Councillors agreed to investigate purchasing signs asking for dogs to be kept on leads.
 The Council noted that there will be an increase of 25% in the cost of emptying of dog bins. The proposed cost for emptying each bin will be £49.66 per litter bin and £58.16 per dog bin per annum with effect 1st April 2024.
- 160124/29 Councillors' Reports and items for future agendas**
 - No councillor reports to be noted.
 Future Agenda Items to include:
 VASIGN/Speeding,
 Allotments,

Telephone Kiosk,
The Heath,
Hessett Environment Group,
Hessett Parish Council Website,
Grass Cutting & Maintenance,
Village Signs,
Community Compost Site

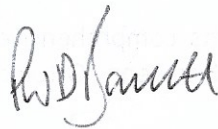
To note the date for the next scheduled meeting:

26th March 2024 at 7.30pm

160124/30

The Chairman closed the meeting at 9.50pm.

Signed as a true record by authority of the Council



Chair

Date

7.2.24.