

# Hessett Parish Council

---

## MINUTES

of the meeting on **Tuesday 26<sup>th</sup> September 2023 at 7.30pm** at Hessett & Beyton Village Hall

**Present:** Councillors Phil Barrett (Chair), Tim Elliot, Andrew Pearson, Margaret Shaw (Vice Chair)

**In attendance:** Michelle Fisher (Clerk to the Council), Penny Otton (CC), Nicky Wilshere (DC) and one member of the public

**260923/01 Apologies**

All councillors in attendance so no apologies

**260923/02 Declarations of Interest**

- (a) There were no Disclosable Pecuniary Interests Declared
- (b) Cllr Margaret Shaw declared an interest in a subsequent agenda item in accordance with the Council's Code of Conduct, regarding the Planning consultation. Cllr Shaw stated that she would withdraw from making any comments regarding this application as it was a neighbouring property to her home, and all Councillors agreed.

**260923/03 Dispensation**

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

**260923/04 Minutes**

The Minutes of the meeting of the Parish Council held on 25<sup>th</sup> August 2023 were agreed to be a true record. The Chair was authorised to sign them as such.

**260923/05 County & Borough Councillor Reports**

County Councillor Penny Otton's report was received prior to the meeting. Cllr Otton explained that on Thursday 13 July:

A motion was proposed to lower speed limits on rural roads where the safe speed is lower than the current National Speed Limit. The SCC administration voted down this motion without debate.

Another motion, proposed by the SCC administration, aimed to uphold minimum parking standards in new developments in the county. This motion passed, focusing on residents' concerns during consultations with developers.

Regarding funding for a SID Speed camera, Michelle Fisher, the Parish Clerk, will contact Penny after the meeting to request details.

Cllr Andrew Pearson asked whether there were any updates regarding Thurston College. There were no updates about Thurston College, but a meeting is scheduled to discuss challenges in increasing student numbers at Beyton school.

Concerns were raised about unclear signs for local road closures. It was suggested that road closure signs should specify which road is closed. It was

agreed that Cllr Penny Otton would raise this with highways or the relevant subcontractor.

Cllr Penny Otton reported that the A14 roadworks are in the initial stages of considering contraflow plans, which could lead to increased westbound traffic flow. This covers a substantial stretch from Junction 43 to 51. In response, Cllr Andrew Pearson inquired about a confirmed date for this changeover. Penny clarified that a specific date has not been established yet, but there is an upcoming open day in early to mid-October to discuss this development further.

District Councillor Nicky Willshire's report was received just before the meeting:

Cllr Willshire confirmed that the Joint Local Plan has received approval after seven years, aiming to guide housing, employment, and investment while safeguarding the environment and heritage. Cllr Willshire stated that it should aid "planning and certainty of numbers and directions for developers in order to avoid bad ones popping up".

District Councillor Willshire informed the PC that In October, Babergh & Mid Suffolk District Councils will stage a Community Climate Action Roadshow, featuring events for residents to learn about climate action initiatives.

The District Council supports the Silver Sunday Campaign, addressing isolation, particularly among older residents, with activities like sing-along sessions and mixed-aged matches.

**260923/06**

**Public Forum**

No Issues were raised.

**260923/07**

**Planning**

**DC/23/03730 – 1 The Street, Hessett, Bury St Edmunds, Suffolk, IP30 9AZ.**

Full Planning application for erection of 1 single four-bedroom residential dwelling with car parking for four cars.

Councillors discussed concerns relating to the proposed property. The concerns were the four parking bays for a relatively small plot, room for refuse bins, and turning of cars. It was agreed that parking along this road would be an issue, as would reversing onto it from the driveway and room for manoeuvring. Some councillors thought the proposed property design would not be in keeping with the area. Concerns regarding further stress on Mains Sewerage which is already under pressure and subsequent issues arising.

Councillors agreed to respond to MSDC.

**260923/08**

**Clerk's Report & Administrative Duties**

**(a)** The Clerk advised that no decisions had been made under delegated powers since the last meeting. Defibrillator and Playground Inspection Report Checklists prepared by the Clerk.

- Cllr Margaret Shaw and Cllr Andrew Pearson agreed to conduct monthly Inspections on the playground equipment and record any findings on the templates provided. Any issues to be raised for consideration by the PC. The Councillors resolved to agree that any emergency repairs or work that needed to be done would be done straight away.

- Councillor Phil Barrett and Cllr Tim Elliot agreed to conduct regular monthly inspections on the Defibrillator and record any findings on the template provided. To give notice to the Clerk in advance of any expiry dates, to reports any faults, emergency repairs or alerts immediately. The Clerk to update any information on the Circuit as required following these findings.
- (b) The Clerk advised that she had received correspondence regarding Speeding and Allotments and where appropriate responded, otherwise initial response emails were sent confirming receipt. The Clerk advised that the ACV application had been submitted on time and a confirmation of receipt from MSDC had been received.  
-The work on the Allotments could now be resumed.

**260923/09**

**Finance & Governance**

- (a) Receipts & Payments - The Council reviewed the Schedule of Receipts and Payments prepared by the outgoing clerk and resolved to approve the payment of £681.47 for Salaries.
- (b) Councillors agreed to add the gates at the entrance to the village to the Asset register and resolved to produce a new asset register for approval at the next meeting.
- (c) Councillors resolved to approve payments to be via internet transfer, unless otherwise stated, and to ratify any payments made since the last meeting.
- (d) Councillors resolved to defer any decisions regarding the use of CIL to the next meeting to allow the finances to be brought up to date.

**260923/10**

**Speeding**

The Councillors resolved to obtain funding to purchase a SID camera and posts for the PC. Following the discussions with Councillor Penny Otton of Suffolk County Council earlier on in the meeting, it was agreed that the Clerk would contact Penny to find out the process to apply for funding for a SID camera, and to research the types of SID cameras and cost. Any funding issues would be deferred to the assistant.

**260923/11**

**5 Bells Pub**

The Clerk confirmed that the application for the ACV on the 5 Bells Pub had been submitted. We had an excellent response from the village to the letters that the PC had sent out.

**260923/12**

**How to Entice Public to Parish Council meetings/Effective ways for the PC to communicate with the Parish**

After discussion on how best to achieve this goal and what needs to be included, the Councillors agreed for Cllr Phil Barrett to write to the Parish News explaining the forward plans along with the role and responsibilities of the PC.

**260923/13**

**Parish Council Recruitment**

- (a) Councillors considered ways to recruit new Parish Councillors and it was agreed that an invitation to residents to join the PC would be included in the Parish News.
- (b) Councillors considered the recruitment of a temporary assistant for the Parish Clerk, a recommendation for Tina Newell (an experienced Parish Clerk and Accountant). The Council resolved to agree the recruitment of Tina Newell as an assistant for up to 15 hours per month for 6 months on a flexible basis at salary point 21.

**260923/14 Allotments**

The Clerk updated the Councillors on the progress of the allotments:

- Letters/emails had been sent to Allotment Lease Holders confirming whether they still wanted their allotment space.
- Emails were sent to those awaiting an allotment space asking them to confirm whether they wished to remain on the list and for complete contact details.
- The Clerk has a meeting at the Allotments with the Allotment Working Group when they will look at the allotment pitch sizes, and any vacant spaces. The Clerk will then update the records, accordingly, look into whether it is better to rezone and label allotment plots and update the Lease agreements.
- Once everything is confirmed, invoices will be sent along with the updated Lease agreements. Those on the waiting lists will be invited to visit the allotments and offered allotment plots.
- The Councillors will investigate hedge and tree cutting on the allotments and the Heath together. Cllr Tim Elliott, Cllr Andrew Pearson, and Cllr Phil Barrett will be contacting contractors etc for advice and quotes.

**260923/15 New Playground Equipment**

The PC agreed to defer any decisions regarding the purchase of new playground equipment and the types of funding to the next meeting. It was resolved that funds for any emergency works in the interim were agreed.

**260923/16 New Residents Leaflet**

It was agreed that the Councillors would look at the current resident's leaflet and consider updating it. The website should be improved by having a page(s) which were more informative regarding events, contacts, news, etc.

**260923/17 Church Footpath**

Following correspondence received from the Area Rights of Way Officer and Growth Highways and Infrastructure Directorate at SCC, the PC agreed that it would be best to defer making any decisions until further information was obtained.

**260923/18 Councillors' Reports and items for future agendas**

Cllr Andrew Pearson updated the PC as follows:

- The price for a new mower had been sent to the Clerk in the form of an advertisement.
- New stakes to attach the Gritt Bins had been obtained and they will be put in place.
- Cllr Pearson will ask Nigel if he was asked by the outgoing Chair Stuart Turvil to make a new sign for the other end of the village.
- The ditch at the 5 Bells needed clearing, and the Clerk was asked to write to the owners to advise them of this.

**The Council agreed the following items should be added to the next meeting Agenda**

- **Speeding**
- **Allotments**
- **Playground**
- **Lawn Mower repair/replacement**
- **Obstructions to prevent parking**

- Telephone Box
- Free Trees Hedgerows Wildflowers Scheme
- The Heath
- Bus Service Improvement Plan + Funding

The Chairman closed the meeting at 9.00pm

Signed as a true record by authority of the Council



Chair  
Date 26/09/23