

Hessett Parish Council

Minutes of the full Council meeting held on Tuesday 27 November 2023 in Beyton and Hessett Village Hall

Councillors Present: Councillors Phil Barrett (Chair) (PB), Timothy Elliot (TE) and Andrew Pearson (AP).

In Attendance : District Councillor Nicky Wilshere (NW), County Councillor Penny Otton (PO), Tina Newell (TN) (meeting Clerk) and one member of public.

- 271123/01 **Apologies for absence:** Councillor Margaret Shaw (MS) tendered apologies for absence prior to the meeting.
- 271123/02 All Councillors resolved to accept apologies from MS.
- 271123/03 Councillors resolved to appoint Tina Newell as meeting Clerk noting Michelle Fisher is absent due to sickness.
- 271123/04 **Additions/deletions to members Register of Interests:** All Councilors confirmed there were no changes to already declared register of interests.
- 271123/05 **Declarations of Interest:** There were no declarations of interest to consider.
- 271123/06 **Dispensation considerations:** There were no requests for dispensations to consider.
- 271123/07 **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes from the extra ordinary meeting of 1 November 2023 prior to the meeting; after correcting the misspelling of TE's name and amending the payment rate of £15 per hour to £50 for hedge cutting with a machine as agreed at the meeting it was resolved to accept these as a true record of the decisions made. PB signed the minutes from reference 011123/01 – 011123/09 inclusive.

Public Forum

- 271123/08 All Councillors confirmed receipt of County Councillor PO's report prior to the meeting which is appended in full to these minutes; Councillors confirmed whilst

there was no damage to property from the recent flooding the main street did flood and letters have been sent to all residents by the Parish Council whose properties border this asking them to keep their waterways clear; it was considered the newly erected dwelling contributed to the flooding and all Councillors resolved to raise this with planning enforcement at the District Council.

- 271123/09 It was agreed the Parish Council will undertake an audit of road signs in the Parish and report any that need replacing or repairing on line in response to extra funding made available by the County Council for replacement/repair of road signs; AP expressed concern at the amount of interest to be repaid by Suffolk County Council on the loan required to enable the repair/replacement of street signs.
- 271123/10 PO pledged her commitment to contribute towards a Speed Indicator Device and will confirm an amount after the meeting.
- 271123/11 A resident asked who is responsible for maintaining the waterway on The Green and if the Parish Council can repair and repaint the railings; Councillors agreed to ask the question regarding the waterway on The Green to the County Council noting this has been asked previously and needs a definitive answer and all Councillors agreed work on the railings is necessary and will include this on the next agenda.
- 271123/12 PO agreed to ask Suffolk County Council why there has been a delay on works to the A14 concrete repairs and why there was a temporary surface which resulted in pot holes and the road not suitable for purpose.
- 271123/13 PO left the meeting.
- 271123/14 All Councillors noted District Councillor NW's report had been received prior to the meeting which confirmed there are a number of green initiatives which may be of use to the Parish Council and agreed to forward the details to the Clerk; the full report is appended to these minutes.
- 271123/15 NW pledged a minimum contribution of £1,500 towards a new Speed Indicator Device
- 271123/16 NW left the meeting.

- 271123/17 A member of the public expressed delight at the large number of positive responses relating to listing The Five Bells public house as of an asset of community Value and asked what the next step is; disappointingly the Parish Council confirmed they were not successful in their application to list the pub as an asset of community value.
- 271123/18 The one member of public in attendance left the meeting,
- 271123/19 **Planning:** All Councillor's noted there were no planning applications relating to Hessett to consider since the last meeting:
- 271123/20 All Councillors noted the following decisions relating to Hessett made by the District Council since the last Parish Council meeting:
DC/23/04609 Red Tiles, The Street, Hessett
MSDC: GRANTED
- 271123/21 **Clerks report:** As the Clerk was not in attendance it was agreed to defer this item to the next meeting.
- 271123/22 All Councillors noted one quotation had been received to carry out the grass cutting contract for the next season and resolved for the Clerk to put the contract out to tender for a decision to be made at the next meeting.
- 271123/23 **Speeding:** All Councillors noted whilst there was commitment from PO and NW earlier in the meeting to contribute towards the purchase of one Speed Indicator Device (SID) the Parish Council must have the sites agreed by the County Council and poles erected prior to any purchase. All Councillors resolved to accept a quote from Westcotec and to purchase one SID to include dual colour speed display, a portable solar panel system and data collection at a cost of £4,474 plus VAT and to place the order once the sites and poles have been agreed and erected. It was agreed TE and AP will be responsible for the SID once delivered.
- 271123/24 **Allotments:** A meeting was held on site with two allotment holders recently and a meeting with prospective tenants is scheduled to take place in December 2023; it was agreed to issue all invoices for the current season after the latter meeting.
- 271123/25 **Telephone Kiosk:** All Councillors resolved to defer this item to the next meeting.
Finance:
- 271123/26 **Bank Reconciliations:** The bank reconciliation for the period ended 02 October 2023 as supported by bank statements, was available to all Councillors at the

meeting; AP as a non-bank signatory, confirmed the bank reconciliations as presented agreed to the bank statements showing a balance of £26,084.02; £20,011.44 in the Community account and £6,072.58 in the Savings account.

271123/27 **Budget to Actual:** Councillors noted there was no budget to actual report available as not all expenses had been detailed. It was agreed for TN and the Clerk to look at the payments and assign them to an expense line in time for the next meeting; all Councillors noted it is a recommendation to review the budget performance during the year and a requirement to review it at least once at year at year end seeking explanations for any significant or unexplained variances.

Councillors noted the following receipts for the current year:

271123/28	MSDC	Precept paid in two instalments	11,488.00
271123/29	Barclays	Interest	28.83
271123/30	Various	T Elliot	35.00

271123/31 All Councillors noted there should be some cash as a result of selling coronation mugs and agreed for the Clerk to look into this ready for the next meeting.

All Councillors resolved to make the following gross payments:

271123/32	Michelle Fisher	Salary and office expenses	1,088.40
271123/33	Tina Newell	Temporary Financial Officer	192.24
271123/34	Tina Newell	Mileage	24.30
271123/35	M W & T Jackson	Grass cutting	1,154.00

271123/36 **Reserves:** All Councillors received the reserves account at the meeting and agreed the expense lines are relevant for the current financial year; after discussion all Councillors agreed to accept the reserves account as presented noting the general reserve represents 79% of the precept which is within the generally accepted guidance.

271123/37 **Playground:** All Councillors noted the annual play inspection is due to be carried out early January 2024.

271123/38 AP confirmed there is insufficient safety bark in the play area and noting this is a health and safety issue all Councillors agreed to replace this with safety verified bark/woodchips up to a cost of £1,000.

- 271123/39 Councillors agreed to maintain the current play equipment rather than look to replace it and resolved to instruct a company to clean the equipment up to a cost of £150.
- 271123/40 **Lawn mower repair/replacement:** Agreeing there is a reserve fund of £750 all Councillors resolved for AP to purchase a lawn mower up to this value and for AP to reclaim from the Parish Council on presentation of an invoice.
- 271123/41 **Obstructions to prevent parking:** All Councillors noted there had been no further comments or complaints and therefore agreed to close this issue with no further action.
- Free trees, hedgerows, wildflower scheme; discuss Suffolk Wildlife Trusts (SWT) conservation report:**
- 271123/42 After much discussion it was agreed to instruct G.Bauly to tidy up the land known as The Heath with a budget of £700 – Councillors agreed to request funding from the District Council to cover this cost.
- 271123/43 Councillors agreed to request quotes from agricultural contractors to cut The Heath including removal of the cut grass.
- 271123/44 **Update on the application to register The Five Bells as an asset of community value:** All Councillors noted the application was unsuccessful and after consideration agreed to appeal this decision with the District Authority and seek further advice from SALC. It was agreed to advertise the decision and the Parish Councils appeal via any and all media.
- 271123/45 **Councillors reports:** None
- 271123/46 **Any other matters for information, to be noted, or for inclusion on a future agenda:** budget and precept, repair and replace the railings on The Bridge, to consider the formation of a Hessett Environment Group, to consider making the website more informative, the ACV appeal, the phone box, an update on the tidying of the Heath and removal of hay and the grass cutting for the forthcoming season
- 061123/47 **To note the date for the next scheduled meeting:** Whilst the current scheduled date of the next meeting is Tuesday 30 January 2024 all Councillors resolved to

reschedule this to Tuesday 16 January 2024 noting the precept request must be with the District Council before 31 January 2024.

061123/48 The Chairman closed the meeting at 9.19pm.

Signed as a true record by authority of the Council



Chair

16.01.24.

Date