

Hessett Parish Council

Minutes of the full Council meeting held on Tuesday 26th March 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, Tina Newell (temporary assistant to Responsible Financial Officer for Hessett Parish Council) and one member of the public.

260324/01 Apologies

All councillors in attendance so no apologies

260324/02 Declarations of Interest

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

260324/03 Dispensation

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

260324/04 Minutes

The Minutes of the meeting of the Parish Council held on Wednesday 7th February 2024 were agreed to be a true record. The Minutes of the meeting of the Parish Council held on Tuesday 11th April 2023 were agreed to be a true record. The Chair was authorised to sign them as such.

260324/05 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 the local Flooding meeting at Beyton was positive. At the Beyton meeting it was suggested that each Parish has a group of volunteers who carry out a simple water survey and record findings and identify any problems areas. Once a report has been completed this should be submitted to Suffolk County Council for enforcement action if appropriate, or for the council to consider any works that need to be carried out. Councillor Phil Barrett expressed his concerns regarding flooding in Hessett and highlighted that some properties were on the cusp of being flooded. The councillors agreed to wait for the report from Tina and for the Minutes from the Beyton flood meeting and then discuss as a PC and agree an action plan. One possible plan is to

obtain a water course outline and for a volunteer group from the village add their findings to it which could be reported to Suffolk County Council

The Parish Council were reminded about the importance of using the library resources on offer to the village or risk losing them.

Councillor Nicky Willshere

All Councillors confirmed receipt of County Councillor Nicky Willshere's report prior to the meeting. Councillor Nicky Willshere confirmed it was agreed at Budget that second homes that are not rented out will be taxed and will see an increase in their council tax of up to 200%. This increase is trying to balance the noted increase in housing rents. Councillor Willshere confirmed that the Devolution Plan is out for consultation and although it has not gone down well it is likely that the Suffolk Devolution Plan will happen in Suffolk from 2025 which should give the County more freedom on decisions and funding for transport, skills and adult education, regenerating brownfield sites and retrofitting homes for greater energy efficiency.

Only the police and crime (PCC) election and no other elections.

Hessett PC raised the issue with the recycling bin collections and Cllr Willshere agreed to investigate it.

Members of Public

No Issues were raised.

Councillors Penny Otton and Nicky Willshere left the meeting.

260324/06

Planning:

Councillor's considered the following applications made to the local planning authority (MSDC) relating to Hessett:

(a) DC/24/00797 – 5 Muriel King Close, Hessett, Bury St Edmunds, Suffolk, IP30 9AP.

Proposal: Erection of front porch extension following the removal of existing porch. After careful consideration of this application the councillor's resolved to raise no objection.

DC/24/01051 – Church Cottage, The Street, Hessett, Bury St Edmunds, Suffolk, IP30 9AP.

Proposal: Discharge of Conditions of Application DC/23/04716.

After careful consideration of this application the councillor's resolved to raise no objection.

(b) Councillors were updated on the determinations made by MSDC relating to planning matters considered previously in Hessett:

DC/24/00281 – White Cottage, Heath Road, Hessett, Bury St Edmunds, IP30 9BJ.

MSDC: GRANTED

Hessett Parish Council: Supported

DC/24/00283 – White Cottage, Heath Road, Hessett, Bury St Edmunds, IP30 9BJ.

MSDC: GRANTED

Hessett Parish Council: Supported

DC/24/00218 – Hedge row removal notice for Woolpit Project, Anglian Water

ANGLIAN WATER WITHDREW APPLICATION
Hessett Parish Council: OBJECTED TO APPLICATION.
Hessett Parish Council were pleased that Anglian Water considered the points which were raised in objection to the application and decided to withdraw it.

260324/07 Clerk's Report & Administrative Duties

The Clerk advised that no decisions had been made under delegated powers since the last meeting. The Clerk suggested that the council consider her annual review shortly. It was agreed that an annual review would be conducted at a date to be agreed.

Finance & Governance

260324/08 Finance: All Councillors confirmed receipt of the finance report for the period ended 28th February 2024.

260324/09 Bank Reconciliation: Councillor Andrew Pearson as a non-bank signatory confirmed the bank reconciliation as presented and agree to the bank statements with cash available of £16,179.98 in the Community Account and £6,183.73 in the Premium Account.

260324/10 Budget to Actual: All Councillors confirmed receipt of the budget to actual report prior to the meeting. It was noted that the Budget was £16,445.00 and the actual payments made were £14,293.33.

260324/11 Reserves: Cllr Andrew Pearson confirmed the reserves account reconciles to the bank statement. All Councillors agreed with the reserve's reconciliation noting the general reserve represents 60% of the annual precept and is in accordance with the Parish Councils reserves policy.

260324/12 Assets: All Councillors reviewed the asset register and accepted the value of the Parish Councils assets for insurance purposes. The Clerk to start gaining quotes for Insurance renewal. Renewal date 6th June 2024.

260324/13 Receipts: All Councillors confirmed receipt of the finance report for the period ending 28th February 2024.

Payments: All Councillors resolved to approve the following gross payments by internet banking confirming a full schedule, supported by invoices and receipts, had been received prior to the meeting:

260324/14	Michelle Fisher	Salary (March 2024)	344.40
260324/15	Michelle Fisher	Salary (April 2024 agreed but not to be paid until April 2024)	344.40
260324/16	Inland Revenue	For clerks wages March 2024	86.20
260324/17	Inland Revenue	For clerks wages April 2024 agreed but not to be paid until April 2024	86.20
260324/18	Hessett & Beyton Village Hall	Hall meeting fees	35.00
260324/19	SALC	SALC services	36.00
260324/20	Andrew Pearson	Lawnmower Petrol	30.84
260324/21	Viking	Office Supplies	137.51
260324/22	ICO	Information Commission arrears	80.00

260324/23 It was noted by the PC that the uncashed cheque for the previous Clerk, Mr Clay had not been cashed, It was agreed that the clerk had tried to contact him and had no response so nothing further could be done.

260324/24 Councillors received 6 quotations to carry out grass maintenance for the forthcoming season. After lengthy discussion resulting in a vote, it was agreed that the contract should be awarded to Top Garden Service at £120 + VAT per cut. Footpath £90.00 + VAT per cut. 1 year contract price £2220.00 + VAT. The reason for the decision was based on good price, right equipment and good references and local.

Governance

260324/25 All Councillors resolved to re-adopt the Standing Orders with no amendments.

260324/26 All Councillors agreed to re-adopt Model Financial Regulation.

260324/27 All Councillors agreed to accept Statement of Internal Control.

260324/28 Councillors received a review of the Internal Controls and noted the policies and procedures are in draft and that they are a working document which will reviewed during the year.

260324/29 All Councillors received a review of the risk assessments and agreed to adopt them in draft noting that they are a working document, which we will review during the year.

260324/30 All Councillors agreed to adopt the LGA Code of Conduct 2022.

260324/31 Speeding

The Clerk confirmed that the suggested locations for a VASIGN Post had been submitted to Suffolk County Council and the feedback suggested that we need to review positions due to overhanging trees and growth. The councillors agreed to consider the feedback and best options and inform the clerk of decision. The clerk will then submit the response to SCC and once a site has been agreed she will go ahead and order speed camera.

260324/32 Telephone Kiosk

Councillors received an update from Cllr Margaret Shaw and Michelle Fisher on the progress of the Telephone Kiosk. Both Cllr Shaw and the clerk met with a local business who have agreed to work on the refit of the telephone kiosk, offering their labour free of charge. Inside the Kiosk will be a street map with annotations of sites of interest, leaflets on tourist sites and on mental health and wellbeing as per the spec laid down by Suffolk CC. The clerk has written to various organisations asking for leaflets on mental health and wellbeing. To Tourist Information for leaflets of local sites of interest. Cllr Shaw is to contact some companies regarding production of a map.

260324/33 Community Compost Site

The clerk reported to the council that an application had been made to MSDC for community funding for the Hissett Community Compost project. Despite an email

confirming the full funds would be granted the actual amount awarded was a lot lower than expected. The Clerk is trying to source further quotes from contractors to concrete and prepare the site.

260324/34 The Heath

Councillor Andrew Pearson has been working hard tidying the Heath and has planted some trees and cleared a path for walking. Cllr Pearson to look into Ragwort treatment and ask for quotes.

260324/35 Playground

The Clerk sent out the report asking for contractors quotes to carry out the recommended works. The Clerk had only received two quotes, which the Councillors agreed were extremely expensive. It was recommended that some local companies be contacted and to gain further quotes.

260324/36 Flooding

The Clerk confirmed that she had contacted Suffolk County Council regarding the concerns of the PC and residents. That a member of Suffolk CC was to carry out an assessment of the ditches and problem areas. Suffolk CC had agreed to write to any residents who had failed in their Riparian responsibilities with a view to legal action if they ignored the recommendations.

The Clerk confirmed that she attended the Flood meeting at Beyton where it was decided that Parish Councils should ask for volunteers from residents who would be willing to help carry out a simple survey of the village water ways and ascertain any issues. These issues can then be reported back to SCC for action. It was decided by the PC that we should await the report from Beyton Clerk on the meetings and subsequent discussions between authorities before deciding on the best course of action for Hessett.

160124/37 Councillors' Reports and items for future agendas

- No councillor reports to be noted.

Future Agenda Items to include:

VASIGN/Speeding,

Telephone Kiosk,

Playground

The Heath,

Flooding

To note the date for the next scheduled meeting:

21st May 2024 at 7.30pm

160124/38 The Chairman closed the meeting at 10.00pm

Signed as a true record by authority of the Council

Chair

Date