

# Hessett Parish Council

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## MINUTES

of the meeting on **Tuesday 1<sup>st</sup> October 2024 at 7.30pm** at Hessett & Beyton Village Hall

**Present:** Councillors Phil Barrett (Chair), Richard Merryfield, Andrew Pearson, Margaret Shaw,

**In attendance:** Michelle Fisher (Clerk to the Council), Cllr Penny Otton (SCC), Cllr Nickey Willshire (MSDC), one member of the public.

**011024/01     Apologies for absence**

All Parish Councillors in attendance.

**011024/02     Part 1 Declarations of Interest**

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

**011024/03     Minutes**

The Minutes of the meeting of the Parish Council held on 23<sup>rd</sup> July 2024 were agreed to be a true record. The Chair was authorised to sign them as such.

**011024/04     Public Forum**

### County & Borough Councillor Reports

#### District Councillor Cllr Nicky Willshire

Cllr Willshire reported on the MSDC Full Council meeting of the previous week informing Hessett PC that the major issue raised for debate was regarding Recycling and the introduction of a four-bin system due to be introduced in April 2026. There will be a black bin, two further bins: one for plastic and tetra etc including glass, the other for paper and cardboard. The fourth bin will be a food-based bin, with a small caddy for indoors and a bin for outdoors. The food-based bin will be picked up every week. The bins will be phased in starting with the food-based bin. MSDC are currently costing to go all electric with refuse collection.

Cllr Pearson raised concerns regarding the loss of revenue from recycling to the Parish Council pointing out that there is currently a good system in place in the village already. Cllr Willshire said this was a valid point which was raised but it was also raised that some areas have access to recycling but that others do not. It was debated whether it would be better and more cost effective to just introduce more recycling banks to all areas instead of the new system suggested by cabinet.

A resident in attendance raised concerns regarding the black bin size being reduced; smaller bins with food waste left out weekly may encourage rodents which are already an issue.

Cllr Willshire stated that this was a point that was raised at the meeting along with concerns over nappies, with non-food waste being collected three weekly. The resident present raised concerns regarding health issues and the medical and personal waste, Cllr Willshire informed the resident that the Council have said that they will make considerations for special cases. The resident expressed concerns that if special measures were put in place this may further stigmatise those with health conditions and add more humiliation and shame.

Cllr Shaw asked whether they had trialled the food waste system in other areas, she thought that perhaps they had in Peterborough and wondered what the feedback was. Cllr Willshire explained that no feedback had been shared but it's a big push and that the administration currently in place were keen to make a difference.

Cllr Barrett stated that more recycling is a good thing its just the consequences and asked whether the PC could provide feedback. Cllr Willshire welcomed feedback and Cllr Barrett informed her that we had concerns about food waste and the rats will just go through the bins, it was stated by the resident present that the rats had managed to go through animal feed bins that are supposed to be rat proof.

The resident present raised the issue of the percentage of elderly and those persons who may need to use appliances; Colostomy, ileostomy or urostomy. Asking that when considering special measures that these do not add further humiliation and shame. The amount of waste produced by some conditions may vary significantly and that a good training programme should be put in place when dealing with these decisions.

Cllr Andrew Pearson asked about the Planning and the pub and Cllr Willshire confirmed she did ask the enforcement people and they came back and confirmed that they have a live enforcement case on it and Cllr Willshire has asked them to be kept updated on it.

The Resident present informed Cllr Willshire that she had been in contact with Enforcement regarding the Public House and that they had informed her that they had closed the case due to having been satisfied with their last visit as some aspects had been finished and that it was still under construction. The resident agreed to forward the email response for Cllr Willshire to follow up.

Cllr Willshire confirmed with the Clerk that the MSDC report was forwarded to her this afternoon as it was only received today. The Clerk will check after the meeting.

#### **County Councillor Penny Otton**

Cllr Otton confirmed that her report had been sent and the Clerk confirmed receipt.

Cllr Otton confirmed that her report was of a similar nature to Cllr Willshire. One



concern which she has raised was regarding the community bottle banks and whether MSDC were going to keep them. She was informed that they did not believe that they had the authority to remove them, but Suffolk have said that they are not going to keep them, so we are still waiting on confirmation on this. The concern being that they bring money in.

Cllr Otton confirmed that the funding application for the SID camera was due to be paid and confirmed receipt of the Funding application for the playpark and that £1000.00 had been set aside for this.

Cllr Otton updated the PC with regards to the plan in place for Flooding in Beyton. Beyton PC had come up with some suggestions and with the help of local landowners and organisations that they may well have sorted that out.

The PC confirmed with Cllr Otton that there was still a problem with flooding at the bottom of Hubbards Lane. The resident present confirmed that this was still an issue. According to the resident various factors are contributing to the issues which include:

- The new sewer alarms were not creating alerts as they should be.
- The sewers being blocked with baby wipes and wet wipes.
- Drains becoming blocked by grease and cooking fat.
- The drains back up and flood at the lowest point frequently and has now caused contamination in the water ditch and the stream.
- The Culvert between the new houses is blocked and not being kept clear so water is not being washed away.

The resident confirmed that they have contacted the Environmental Agency. Anglian Water claim that they put alarms in, but someone forgot to turn them on.

The Clerk agreed to write to Anglian Water for an update on the situation with regards to what they are doing to prevent this from happening again and what enforcement steps, if any, they have taken. To clarify with Anglian Water whether there is anything the PC can do to assist. The Clerk agreed to write to the residents concerned to remind them of their Riparian rights and responsibility to keep any culverts clear. The Clerk to update Cllr Otton of any response.

Cllr Phil Barrett asked Cllr Otton if it would be worth highlighting these issues with Planning. Cllr Otton confirmed that it may be worth keeping them informed.

#### **011024/05 Planning**

- (a) All Councillor's noted that there are no planning application consultations to consider
- (b) All Councillor's noted that there are no decisions relating to Hessett made by MSDC since the last arish Council meeting.

- (c) CIL balance is currently £4620.84

#### **011024/06 Clerk's Report & Administrative Duties**

- (a) The Clerk advised that no decisions had been made under delegated powers since the last meeting.
- (b) The Clerk confirmed that Allotment invoices had been sent recorded delivery.

- (c) The Clerk confirmed that she is behind with a few things due to her health and increased episodes of her disability conditions flaring up more frequently. When the Clerk was on Morphine patches, she avoiding dealing with any accounting matters until her cognitive function had improved. The Clerk has stopped using the patches due to increased brain fog. The Clerk confirmed with the Councillors that she has caught up on her working hours and the Councillors confirmed that they had noticed an increase in activity.
- (d) The Clerk confirmed that she has made additional funding applications as confirmed by Cllr Otton today. She will be looking into further Grants available from MSDC for the planned projects and for the Play Park.
- (e) The Clerk confirmed that she has been researching both Parish Council Accounts and website packages. One accounts package is offering a free package until April next year, and thereafter £9.99 per month with no obligation to purchase after free trial. The Clerk consulted with SALC and they have put an enquiry on their platform asking for Clerks comments on Accounts software, website and email packages. All Councillors agreed the clerk should get quotes and add this to the Agenda at the next meeting.
- (f) The Clerk informed the Councillors that she had been in contact with Westotec with regards to finalising the order for the SID device. On raising concerns with regards to the solar panels in the chosen locations following the comments of MSDC. The Clerk was asked to send Westotec the locations for them to double check and provide their professional opinion on the best option for Hessem. On viewing the locations, they recommended not purchasing the solar panels. The Clerk asked them how regularly the SID device would need charging, and they estimate every 2 weeks. The cost of charging the device would be the same as it would for a drill or other household tools/device. The order would come with two batteries so one could always be fully charged and ready for use. All Councillor's agreed to purchase the SID without the solar power panel and thus not waste public funds amounting to an additional £750 plus VAT on something that was not likely to work.
- (g) The Clerk informed the Councillors that she will chase MSDC with regards to the VASIGN posts.

011024/07

#### Finance & Governance

- a. All Councillors confirmed receipt of the finance report for the period 9<sup>th</sup> April 2024 to 1<sup>st</sup> October 2024.

Bank reconciliation: Cllr Andrew Pearson, as 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.

#### Barclays Premium Account Reconciliation

Start Balance	£3,977.66
Gross outgoing payments	£4,701.26
Gross Payments Received	£6,321.91
End Balance	£6,060.59
Bank Statement Balance 01/10/2024	£6,060.59

#### Barclays Community Account Reconciliation



Start Balance	£17,118.43
Gross outgoing payments	£6,284.10
Gross Payments Received	£14,578.87
End Balance	£25,413.20
Bank Statement Balance 01/10/2024	£25,413.20

- b. Councillors confirmed a full schedule of payments, supported by invoices and receipts and agreed to make the following payments by internet transfer:

PAYMENT	INVOICE/RECEIPT REF:	AMOUNT
Michelle Fisher	Clerks Salary Sept 2024	430.40
SALC	Invoice 29241	54.00
Suffolk Cloud	Invoice 2024/143 Hessett Web Page	120.00
ICO	ICO Annual Registration Fee	40.00
Michelle Fisher	Clerks Salary Oct 2024	430.40
MSDC	Invoice 2013433 (Bin Collections)	517.54

**011024/08**

#### **Dog Bins**

All Councillors agreed to purchase two new larger 45 litre red plastic dog bins with lids, thus avoiding the expense of extra bin collections at £56 per bin per collection. Budget for the new dog bins set at a maximum of £250 per bin. To keep bin collections as they are currently.

**011024/09**

#### **Playground Repairs**

The Clerk confirmed that she had applied for funding from Suffolk CC for the playground which has been agreed and £1,000- £1,500 has been set aside for this by Suffolk CC. The Clerk plans to apply to MSDC for additional funding in due course. Councillors agreed that it has been very difficult to find contractors willing to take on the repairs to the playground and we had received some exorbitant quotes ranging from £6,500 to £6,800. The Councillors agreed that it may be best to break down the repairs and to replace the Bark separately. The PC have received a quote from GADDs to replace the flooring and asked the Clerk to contact them and ask for a sample of the Bark. The Councillors asked the Clerk to chase Kompan following the request to source 3 new platforms/boards for the play equipment. The Councillors set a budget to purchase these boards at £800 max to include postage. The Clerk to ask GADDs if they have the capacity to replace/repair boards. The Clerk to get quotes for the Independent Annual Inspection.

**011024/10**

#### **Heath Maintenance**

Cllr Pearson confirmed that the Heath required various maintenance and that the hedges required cutting. All councillors agreed to get quotes for hedge cutting to be carried out, setting a budget of £500. Cllr Pearson to contact the contractor who completed the works previously and provided the best quote. Cllr Pearson

to continue to try and find someone to take a Hay cut following being let down by the previous volunteer. Councillors decided that it may be necessary to pay someone to cut it. The PC to further investigate if any funding is available to benefit the Heath.

**011024/11 Allotments**

The Clerk confirmed that two people were giving up their ¼ allotment plots. The invoices had been sent out to all allotment holders and lease payments were beginning to be paid into the Premium account. One allotment holder has requested an additional allotment plot which all Councillors agreed to allow, given this allotment holder currently only held ¼ plot and no one was currently on the wait list. The Councillors agreed that the Clerk should arrange this with the allotment holder in due course.

The Councillors all agreed to hold off on a communal plot for the time being as limited interest and no one willing to take on the ownership of lease.

The Councillors noted that one allotment holder seems to be storing rubbish in a poly tunnel and not keeping the allotment plot in good order. The Clerk was asked to write to the allotment holder asking them to clear the rubbish and remind them to keep the plot tidy and to use allotment plot as intended.

**011024/12 Community Compost Project**

The PC received another quote to clear the area and place a concrete base for the compost bins. Preliminary work to tidy the area has been started to make it ready for the contractor.

The Clerk asked whether she should order the compost bin, it was decided to check whether any allotment holders were willing to help with the hot bin. An allotment holder had previously expressed that they may be able help rotate it. The Clerk to confirm that the allotment holder still willing to help.

The Councillors reiterated that the hotbin would need to be robust and rodent proof.

**011024/13 Flooding**

The Chair reiterated the actions agreed during the public forum; the Clerk to write to Anglian Water, and to the owner of the property regarding Riparian Rights and duty to keep ditches and Culverts clear. Contact Planning to inform them of issues.

The Chair and a volunteer had started to walk around Hissett making note of any blockages or issues. They did notice a blocked drain which has been reported. It appeared that when hedging had been done the drain had become blocked with debris.

The Chair confirmed that he had written to the council to ask for any advice before conducting the PC water survey. The volunteer working with the Chair has proved very helpful and knowledgeable and the PC expressed how grateful we are for their ongoing assistance and help. The Chair intends to take a day off work and conduct the water survey in November, he invited any Councillors to join him if they had availability. Cllr Shaw expressed that she could possibly help on the weekends.



**011024/14**

**Grass Cutting**

All Councillors agreed to extend the current contractors' contract for a further year. That the works carried out had improved and that they were happy. The PC recognised that issues arose at the beginning of the contractual year due to a later than usual start and the new contractor getting to grips with all the areas requiring work. The Clerk to inform Top Gardens of our decision and confirm his agreement at extending the contract.

Cllr Andrew Pearson as the PC representative for the Village Hall Committee received a request from the Village Hall asking for the PC to remove the name and phone number contact details we have listed for them from the PC website and to leave the hire rates but no price. The PC is asked to leave the email contact for the village Hall on the PC website for the public to contact them with any enquiries.

Cllr Elliott informed the PC that he was officially standing down from his position on Hessest Parish Council. The Clerk asked Cllr Elliott to confirm this in writing. The PC thanked Cllr Elliott for his service and said that he would be dearly missed.

**011024/15**

**Correspondence**

The Chair and Councillors discussed whether amendments should be made to the vexatious and correspondence policies to include not responding to anonymous letters, texts and emails. To have clear guidelines in place regarding types of contact and what may constitute acceptable behaviour, for example, the PC reserves the right not to respond to rude, vexatious or slanderous correspondence. Councillors agreed that the Clerk was to look at the policies in place and make any acceptable adjustments for agreement at the next meeting. The Clerk to consult with SALC to ensure any amended policies in line with guidance procedures.

The Chair expressing that all the Councillors volunteer and are trying their utmost to help and do the best for Hessest as a village and be publicly minded and reserve the right not to have to deal with rudeness or vexatious behaviour.

**011024//16**

**Phone Box**

Cllr Shaw updated the PC on the progress of the phone box, the Councillors looked at the illustrated map which had been commissioned and suggested some minor adjustments for the artist to make.

Cllr Shaw confirmed that the Artist charges £20 per hour and Coastline Graphics charge £45 per hour for putting the design on the plastic framing.

Councillors discussed producing a postcard or leaflets with the artwork for tourists to take away. Councillors agreed that producing leaflets was a nice idea, and that Cllr Shaw should talk to the artist to ask them for suggestions regarding and whether they may possibly have the capacity to design something and potential cost.

**Next Meeting date confirmed as 26<sup>th</sup> November 2024 at 7.30pm.**

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

- **Dog Bin**
- **Playground**
- **Heath Maintenance**
- **Flooding**
- **Community Compost Project**
- **Specialist Accounts Software, Website and email provider**

**The Chairman closed the meeting at 9.50pm**

**Signed as a true record by authority of the Council  
Chair**

*Pho Gannett*

26/11/24.