

HOLTON ST MARY PARISH COUNCIL

Minutes

Meeting Held on Wednesday 9th March 2022

8 p.m. at Holton St Mary Village Hall

Present:

Parish Council (PC); Janice Cheng (JC) Chair, ST (Sally Thurlow), Mark Anderson (MA), Oliver Greene (OG), Mike Hay (MH), Claire Rowan (CR), Liz Sims (LS) Clerk

District Councillor: John Ward (JW)

Members of the Public: 2

21.93 Chairman's welcome, accept councillors' apologies for absence.

The Chair welcomed everyone to the meeting, apologies were received and accepted from Matt Toone (MT) and County Councillor Georgia Hall (GH)

21.94 To accept members' declarations of interest in accordance with the Council's Code of Conduct.

None

21.95 Minutes

The minutes of the Parish Council meeting held on the 12th January 2022 were approved and signed as an accurate record of the meeting by the Chair, Proposed by MA, seconded by CR and agreed unanimously.

21.96 Public Forum

County Councillor GH was not present, her report was circulated and is available on HSM website.

District Councillor (JW) report circulated and available on HSM website, JW advised that BDC budget had been agreed resulting in a 2% rise in Council Tax. BDC are waiting to see if it is asked to provide any accommodation for Ukrainian refugees.

21.97 Planning

a) The Council discussed the following application;

DC/22/01140

Proposal: Application for Listed Building Consent – Remove existing concrete render from external elevations and replace with lime plaster (including Thermafleese sheeps wool insulation and laths), lime wash paint to match existing white plastic gutters and downpipes and replace with white aluminium ogee gutters (to be attached to existing rafter brackets) and white round aluminium downpipes.

Location: Lark Hall, Sandpits Lane, Holton St Mary, Suffolk CO7 6NH

It was agreed that the proposal was sympathetic to the building it was RESOLVED that the PC would submit comments to BDC in support of the application.

b) It was noted that an application for a Lawful Development Certificate for a Proposed Use or Development - Rear extension on existing bungalow and erection of detached garage had been submitted for: -

Little Dene Hadleigh Road Holton St Mary Suffolk CO7 6NS

21.98 Correspondence and Clerk's Report

To note correspondence received since last meeting; -

The response from Babergh Planning Dept to HSM PC letter regarding Joint Local Plan Examination was noted, there will be a consultation later this year on the proposed modifications to the Joint Local Plan.

An email from a Parishioner has been received asking if the Village Sign and Post Box can be re-painted/cleaned, the village sign was discussed further down the agenda. It was noted that the Clerk had contacted Royal Mail regarding re-painting of the post box, a reply was received to advise that it had been referred to the relevant Collections Planning Manager but they did advise that it was scheduled to be re-painted this year. A letter has been received from the ANPR Officer confirming HSM PC would be participating in the ANPR trial. ST suggested that it would be courteous for the PC to inform local businesses that the ANPR trial would be occurring in HSM, MA will contact them.

21.99 Queen’s Platinum Jubilee/ Beacon Lighting

It was noted that the Slow Stitch Group had approached the PC asking if they would agree to the group decorating (yarn bombing) Church Square for the Jubilee, it was unanimously agreed that this would be a good addition to the Village celebrations for the Jubilee. It was noted that the Social Club Committee is organising an event for the Jubilee on Saturday 4th June 2022. The PC agreed that it would organise the lighting of the beacon on Millennium Green on Thursday 2nd June 2022 and a plaque will be organised to mark the event.

21.100 Training

It was noted that on-line training is available for Councillors on the SALC website, and further noted that a new Code of Conduct for Suffolk is being introduced for the Council to adopt and may involve some training.

21.101 Finance

a. Finance Report;

Bank balances as at 28 th February 2022	Current Account	£ 4,494.27
	Reserve Account	£10,316.25
Receipts Since last meeting	Interest	£ .17
	VAT Reclaim	£ 220.00
Total payments since last meeting		£ 705.66

The balances were examined against bank statements, signed and agreed as a true record.

b. It was Resolved that the following payments be agreed and authorised: -

26/01/22	Community Heartbeat	£82.00
28/02/22	Clerks Salary	£303.33
14/03/22	Village Hall Hire	£17.00
30/03/22	Clerks Salary	£303.33
14/04/22	ICO Data Protection Fee	£35.00

c. The remaining budget was examined and it was agreed to vire £7 from budget for Admin to Defib budget to cover extra costs. It was further agreed to transfer remaining budget from election, training and infrastructure budgets to the reserve account and allocate accordingly.

21.102 CIL (Community Infrastructure Levy)

The CIL report for the year 2021/22 was examined and agreed and signed by JC

21.103 Internal Audit

It was unanimously agreed to appoint SALC to undertake the internal audit for year end March 2022

21.104 Grass Cutting

It was unanimously agreed to continue with current grass cutting arrangement with JAK Services

21.105 Locality Award – possible application for funding of play equipment on Millennium Green

MT had forwarded an update to advise that he had met with representatives from the Millennium Green Trustees and they were considering the proposal of a mini-forest type trail to be installed at Millennium Green. It was agreed that MT is to explore options, design and budgets and to report back to the Trustees. A Locality Award application may be an option to fund this proposal or possible use of CIL funds.

21.106 Natonal Grid Bramford to Twinstead Consultation

This was discussed and it was agreed that the PC would not submit any comments on this consultation.

21.107 Village Infrastructure including CIL (Community Infrastructure Levy)

- a. CIL –it was agreed that ST would be the PC lead in a working party to discuss possible use of CIL funds to provide a electricity supply to Millennium Green, a representative from the Village Hall Committee and Millennium Green Trustees is to be confirmed.
- b. Village Hall Management Committee representative – JC advised that results had been received from the survey monkey and these will be presented at the next Village Hall Committee meeting.
- c. Millennium Green Representative- CR informed the meeting that hedging had been planted on the Green, and the electricity supply had been discussed as per agenda item 21.107 a
- d. Village Sign – the Clerk advised that a quotation to remove the sign and clean/paint had been obtained in the region of £2,000, a further quote for re-painting the letters had been obtained for £100 from a painter, the Councillors agreed that they would like further quotations obtained from sign writers/specialists to consider. Cleaning of the sign was also discussed.
- e. Village pump – the Clerk advised that she had not been able to obtain a quotation so far for mending of the pump, the Councillors suggested that some of the Parishioners may be able to advise of potential engineers to contact.

21.108 Highways

- a. Speeding and other road issues – MA advised that repairs to the road is still awaited, he will try to enquire when this may be commenced.
- b. Road condition – discussed in agenda item 21.108 a
- c. Footpaths and Pavements – OG advised that he was not aware of any real issues but had not been able to look at these himself. MH advised that the styles to the footpaths 9 and 29 were loose, OG will contact the landowner and ask him to have a look at these.

21.109 Safeguarding

The policy was discussed and it was agreed and Resolved to adopt the policy as presented.

OG left the meeting

21.110 Media and Press Policy

The policy was reviewed and it was agreed to re-adopt the policy as presented.

21.111 HSM History Recorder

It was noted that an update had been received from Suffolk Local History Council advising of a change of recorder for HSM to Sally Thurlow. There is an annual subscription fee to be paid to Suffolk Local History by the Recorder of £15.00. It was agreed and Resolved that the PC would pay this annual subscription fee.

21.112 Annual Parish Meeting – 13th April 2022

The agenda was discussed and agreed, it was further agreed to produce a booklet of reports and to circulate to Parishioners, it was agreed to ask for these to be delivered with the relevant Quartet issue and PC agreed to pay for that delivery cost.

21.113 Matters to be brought to the attention of the Council.

ST noted that following the recent cut to the electricity supply it was noted that vulnerable people are able to register on special register for utilities to enable priority attention for reconnection of services, CR will cascade this information to emergency planning team to inform residents of this scheme.

21.114 Next meeting

It was noted that the date of the next meeting is 11th May 2022

Meeting Closed at 21.55hrs

Signed

Date: