

HACHESTON PARISH COUNCIL
DRAFT Minutes of Meeting
of Wednesday 10th April 2024

1. Present

Cllr. James Hardy (Chair) Cllr. Graeme Hall (until item 10) Cllr. Chris Hurlock
Cllr. Lucy Lavender Cllr. Terry Mee

Apologies for absence were received, and accepted from Cllr. Andy Markham (another meeting). District Cllr. Sally Noble also sent her apologies as she had another meeting.

In Attendance

Lydia Kindred (clerk) County Councillor Stephen Burroughes
One resident

There were no declarations of interest.

2. Co-Option

Leslie Judd introduced himself to Councillors and was co-opted on to the Council. He signed his Declaration of Acceptance of Office and confirmed that he is happy to be summonsed to meetings via email.

ACTION Clerk to register him as a new Councillors with East Suffolk Council and give him an induction pack.

3. The minutes of 24th January 2024 were approved as a true record of the meeting.

4. There were no matters arising.

PUBLIC FORUM

Cllr. Burroughes reported to Councillors and answered their questions on possible traffic-calming and speed reduction measures in the village.

5. Clerk's Report

The clerk is continuing work on the year-end accounts and internal audit preparation. A VAT claim for 2023-2024 has been submitted and the funds received.

The recent newsletter was well received, and the clerk wished to thank everyone who helped to deliver it.

The clerk suggested that the Council waits for more guidance on gov.uk domain names as there may be restrictions on the naming requirements of the web address and there may also be additional funding available as there was with the Transparency Code legislation.

The Police & Crime Commissioner election will be on 2nd May.

Positive feedback has been received on the daffodils planted in the village under the 'East Suffolk in Blooms' scheme.

There will be a consultation in Framlingham this Friday on proposals for 140 new houses on Woodbridge Road which would have an effect on Hacheston. All are welcome to attend.

The clerk advised that she would be reverting to her maiden name following her recent separation.

6. Financial Officer's Report

- a) The following payments were approved, bar the payment to Westcotec. As the SID is still not working, Councillors agreed not to pay this invoice currently.

Amount	Payee	Details
£120.00	Westcotec	Speed Indicator Device repair <i>See above</i>
£10.00	L. Kirk (Fairweather Law)	Fee for certifying bank statements for CCLA Deposit Fund application
£22.80	SALC	6 months payroll service
£36.50	L. Kirk	Share of McAfee spyware and Microsoft Office subscription
£222.93	SALC	Annual membership

- b) Payments made since the last meeting were noted:
- | | | |
|----------|------------------------|-------------------------------|
| £972.00 | Suffolk County Council | 4 x traffic surveys |
| £118.00 | Leiston Press | Newsletter printing |
| £254.20 | HMRC | PAYE to 5 th April |
| £1095.20 | L. Kirk | Pay to 31 st March |
| £500.00 | Village Hall | Donation- standing order |
| £27.30 | East Suffolk Council | Dog bin service charges |
- c) Funds received since the last meeting were noted:
- | | | | |
|----------|---------|------------|----------|
| 04/03/24 | £133.39 | Interest | Barclays |
| 28/02/24 | £196.45 | VAT Refund | HMRC |
- d) The bank balances as at 28.02.2024 were:
- | | |
|--------------------|------------|
| Community Account: | £2,078.45 |
| Premium Account: | £34,724.88 |
- It was noted that £31,415 of these funds were reserved, mainly for CIL projects.
- e) The bank reconciliation as at 28.02.2024 was reviewed and signed by the Examining Councillor.
- f) The accounts to 28th February were reviewed and it was noted that the clerk is currently producing the end-of-year accounts.
- g) The clerk has responded to a query on the Council's application for a Public Sector Deposit Fund account and hopes to hear back from the CCLA soon with confirmation that the account has been opened.

7. **Responses from the residents' consultation on possible projects to spend CIL were considered.** It was noted that painted 30mph roundels and other traffic-calming measures were the most popular projects to pursue. Replacement benches for Fairfield Green were also a popular option. Other suggestions and comments from residents were noted but Councillors agreed not to commit to any other projects until costs for various traffic-calming measures are known.

The Council has started conversations with Suffolk County Council regarding extending the 30mph speed limit between Parham and Hacheston and also to Rookery Farm and Councillors thought this was a good idea in principle. A copy of SCC's speed limit policy criteria has been received as well as estimated costs for the Traffic Regulation Order required to alter speed limits. It was noted that extending the 30mph beyond Rookery Farm was unlikely to meet SCC's criteria, but that a 40mph buffer zone might be permitted here and this might help to slow vehicles before they entered the 30mph area. The clerk will check that CIL money could be used to fund this project.

8. **It was noted that the Council had budgeted £400 towards community events in 2024-2025.** It was agreed to donate this to the Village Hall Committee, to be used for the village Big Lunch & D-Day Commemorative event on 2nd June.
9. **Highways issues and safety mitigation:**
Cllr. Mee proposed that the Parish Council pays £2,210 towards the cost of repainting 30mph roundels and SLOW markings at various locations in the village, equal to 50%. This was seconded by Cllr. Hurlock and carried unanimously. Councillors thanked Cllr. Burroughes for funding the rest of the project from his locality budget and also for his pledge to fund the initial traffic survey required for looking into the speed limit extension. It was noted that 3 other surveys would likely be required, at a cost of £220 each if requested at the same time as the initial survey.
ACTION The clerk will check with ESC if CIL funds can be used to fund traffic surveys. Regarding drainage issues and flooding on the B1116, Cllr. Burroughes was pleased to report that SCC will be carrying out an inspection of drainage across the village in May. Cllr. Lavender reported back from the recent Sizewell C Transport Forum that she attended. She noted that, unfortunately, most transport measures have already been agreed and the Parish Council needed to have been more actively involved years ago if it wanted to benefit from the mitigation measures that other local villages will be receiving. There are still insufficient volunteers signed up to the Community Speedwatch Scheme for it to go ahead currently. If enough volunteers are secured, logistics with where to store the equipment and insurance obligations would then have to be considered. It was noted that the traffic radar would be provided from Suffolk Police at no cost to the Council. Cllr. Burroughes offered to meet with the Chair, the clerk and SCC's local Highways Liaison Officer to discuss traffic issued in the village further and Councillors were very keen to accept this offer.
10. **Cllr. Hardy gave an update on the Speed Indicator Devices.** Despite having been returned to the manufacturer, the SID is still faulty. He is in continued discussions with them and as agreed at item 6a, their invoice for repairs will not be settled presently.
11. **The Parish Council's representative Trustee of Hacheston United Charity had provided a written report which Councillors discussed.** It was noted that the Trustees are currently looking into closing the charity. Councillors were concerned about how this would affect the village and how any funds that the charity owns – plus funds earned from the sale of its assets including the allotments and meadow- would be distributed. Councillors were in agreement that they would support the Village Hall and Fairfield Green being given to the Village Hall Committee for the benefit of the village in perpetuity. It was agreed to ask the Trustees to meet with the Chair of the Parish Council to discuss the implications of the proposed closure further.
12. **There was no update regarding the refurbishment of the village sign but Cllr. Hardy will chase quotations.**
13. **Consider correspondence received:**
Multiple emails of concern from residents regarding the recent erection of accessway opposite Low Meadows were noted. Councillors were aware that these works were given permission under DC/15/4867/FUL, to provide an alternative agricultural accessway to this field. There were concerns that this driveway could exacerbate future flooding for the houses opposite which sit on lower ground.
ESC's Local Development Scheme and Waveney Local Plan Five Year Review Assessment was noted but the Council agreed not to send a comment.

An email of concern regarding moto-cross activity at Gallows Hill was noted. ESC has responded to the resident.

The clerk is dealing with correspondence from the External Auditor regarding the end of year accounts and audit for 2023/24 .

14. **There were no additional reports from Councillors.**
15. **Matters to be raised at the next meeting**
 - Update on village sign
 - Update on speed limit reduction project & traffic-calming measures
 - Year-end accounts and auditor's report
16. **The date of the next meeting was confirmed as being 7pm on Wednesday 22nd May for the Annual Parish Meeting to be followed by the Council's Annual General Meeting.**

There being no further business, the Chair thanked everyone for attending and closed the meeting at 9.30pm.