



HENSTEAD WITH HULVER STREET
PARISH COUNCIL



Minutes of the Ordinary Meeting of the Council

held at THE VILLAGE HALL HULVER

on Wednesday 4th April 2018

Commencing at 7.30pm

109/17 Present

Cllrs. Ms P Block, N Snudden (Chairman), J.C. Armstrong (vice-chairman), D Glanfield, B Horwood, Cllr M Ladd SCC
J.A. Armstrong Clerk,
1 member of the public

110/17 Apologies for absence

Cllr D. Hadingham, Cllr C Rivett WDC

111/17 Declaration of interest

None

112/17 Minutes of the Meeting of 7th March 2018

Proposed Cllr Armstrong seconded Cllr. Glanfield that the minutes of 7th March 2018 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

113/17 Matters arising

There were no matters arising

114/17 Resignation

The clerk read an email from Cllr Ms Belcher stating that Ms Belcher wished to resign as a parish councillor with immediate effect. Ms Belcher thanked the Council for the opportunity to serve the community of Henstead and Hulver and for the experience and knowledge she had gained whilst serving.

The Council asked that clerk to write to Ms Belcher thanking her for her contribution to the work of the council during her membership.

The clerk reported that he would contact WDC and inform them of the resignation and request the appropriate action to fill the vacancy.

115/17 Meeting Adjourned for questions from members of the public

There were no questions from the public.

116/17 Reports

116/17/1 WDC Report. In the absence of Cllr Rivett, Cllr Ladd reported that the review of ward boundaries for the new council was continuing and that Henstead with Hulver Street would be in a new extended ward of 18 parishes and would be represented by 2 district councillors. The Draft Local plan for Waveney has been published and was now in the consultation stage

116/17/2 SCC Report. Cllr Ladd reported that the consultation on school transport was now closed. A new CEO for Suffolk County Council has been appointed. The SCC project to repair pot holes in the county was in full swing.

116/17/3 Police Report.

The clerk reported that the Police Crime Map database was indicating that there were no recorded crimes in the parish during February 2018.

The Chairman reconvened the meeting**117/17 Correspondence**

Letters/emails had been received from:

WDC with information on the setting up of a community emergency team. **It was agreed** that this would be held over to a future meeting.

118/17 Finance

118/17/1 On a proposition by Cllr Armstrong seconded by Cllr Glanfield the following payments were approved:

Website hosting fee for 2018/19 payee Suffolk Cloud £100 cheque no. 100362

118/17/2 Account balances Current Account £7694.74 savings account £815.72

The clerk reported that the grant from the transparency fund had been received.

The clerk suggested to Council that some of the grant should be allocated to improving the website to become the parish website. **It was agreed** that the clerk should investigate costs to revamp the website from Suffolk Cloud. Council also agreed that additional pay should be allocated to the clerk for work involved in uploading information to the website.

118/17/3 Audit of Council Accounts 2017/18. The clerk reported on the new procedures for smaller authorities' accounts for 2017/18. The accounts would be presented to council for approval and adoption at the May meeting.

119/17 Planning

119/17/1 Planning Applications.

There were no planning applications.

119/17/2 Outcome of planning applications

There were no outcomes of planning applications

120/17 Neighbourhood Plan

Cllr Horwood updated Council on the progress of the neighbourhood plan. The survey was nearing completion a few more returns were being received. The team will now be looking at the data and beginning the task of preparing the first draft of the plan. Cllr Horwood proposed that the team be thanked for all their hard work so far. This was agreed by Council. Over 50% of residences had responded.

The positive impact of the survey is already being felt, the village hall committee has established an email list of residences that want to be kept informed of events and activities at the hall. The Chairman thanked Cllr Horwood for his report.

121/17 Data Protection Officer.

The clerk gave an update on the current position of appointing a data protection officer. LCPAS have a pack of documents and information on the requirements of the GDPR at a cost of £30. LCPAS are also offering to undertake the role of Data Protection Officer for £150 per annum. It was agreed to purchase the information pack and the clerk was asked to seek further information on the DPO position.

122/17 Any other Business

122/17/1 The clerk gave a brief update on a meeting he attended concerning consultation in a neighbourhood plan. Progress on Henstead's plan was explained to the meeting and the feedback from attendees about the signs was extremely positive.

122/17/2 The clerk attended a meeting at WDC following the launch of the WDC local plan. Consultation and comments on the draft plan are now being sought.

122/17/3 The clerk attended a meeting organised by Lowestoft Town Council for parish councils to discuss the draft plan. There was some concern about affordable houses, infrastructure in a number of proposed developments and the lack of communication between WDC and the Town and Parish Council's. It was suggested that a regular meeting of town and parish councils be held to discuss common issues.

123/17 Date and time of next meeting.

The next meeting of the Council will be held on Wednesday 2nd May 2018 at The Village Hall, Hulver. 7.30pm

**Note this meeting will be the Annual General Meeting of the Parish Council
Meeting Closed at 8.45pm**