**486**

HENSTEAD WITH HULVER STREET PARISH COUNCIL



**Minutes of the Ordinary Meeting of the Council**

held by video conferencing

on Wednesday 8th July 2020

Commencing at 6.30pm

**27/20 Present**

Cllrs., J C Armstrong, B Horwood (Chairman), Cllr D Hadingham

In attendance J.A. Armstrong Clerk,

**28/20 Apologies for absence**

Cllr Mrs L Briggs, Cllr Mrs K Haggar-Pietrzak, Cllr Mrs P Block, Cllr D Glanfield, SCC M. Ladd, ESC N.Brooks

**29/20** **Declaration of interest personal or prejudicial to this agenda**

None.

**30/20 Minutes of the Meeting of 3rd June 2020**

**Proposed Cllr Armstrong seconded Cllr. Hadingham that the minutes of 3rd June 2020 be accepted as a true record. This was agreed**. The Chairman will sign the minutes at the earliest opportunity because of the covd19 restrictions

**31/20 Matters arising**

The Clerk reported that the two defibrillators have been delivered. The Clerk will contact Jon Doran to discuss sites for the machines. The clerk will also investigate finding an engineer to install them.

**32/20 Correspondence**

Letters/emails were received from:

The were no items of correspondence.

**33/20 Finance**

**33/20/1** **Outstanding invoices.**

There were no outstanding invoices

**33/20/2 VAT Refund to 31.March 2020** The clerk reported that the VAT refund of £79.34 had been received

**33/20/2 Account Balances** The Clerk reported that the balance in the current account was £12,039.14 and the savings account was £819.10 as at 8th July 2020

**34/20 Planning**

**34/20/1 Planning Applications**.

None

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**34/20/2 Outcome of planning applications**

DC/20/1576/FUL | Removal of side extension & construction of new side extension | The Hollies Hall Farm Lane Henstead Beccles Suffolk NR34 7JZ. **East Suffolk Council Permitted.**

DC/20/1595/FUL | Construction of single storey extensions with internal alterations | Hall Farm Church Road Henstead NR34 7LD **Awaiting decision**

DC/20/1903/FUL | Construction of a new/replacement dwelling | High Bungalow Sotterley Road Henstead Beccles Suffolk NR34 7UJ **Awaiting decision**

**35/20 Chairman’s Item**

Cllr Horwood reported that he had prepared a revised job description and person specification together with a revised salary for the position of Clerk to the Parish Council which had been circulated to all Councillors. Cllr Horwood would arrange a meeting with the Clerk to discuss the proposed pay structure and job description. Cllr Horwood will update members when the meeting is concluded.

**36/20 Annual Parish Meeting**

The Clerk updated members on the progress of the APM document. He is waiting for the Village Hall report following which the document will be printed and delivered

**37/20 Any other business**

There was no other business.

**38/20 Reports**

Due to the time restrictions on the video conferencing app this item was not discussed

**39/20 Date and time of next meeting**.

**The next meeting of the Council will be held on 2nd September 2020 by video conferencing commencing at 6.30pm**

**The meeting closed at 8.05pm**