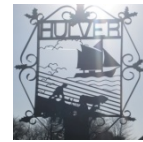




HENSTEAD WITH HULVER STREET PARISH COUNCIL



Minutes of the Annual Meeting of the Council

held at Hulver Village Hall
on Wednesday 10th MAY 2023
Commencing at 7.00pm

1/23 Present

Cllr B Horwood (Chair), Cllr Mrs J Facer, Cllr J C Armstrong, Cllr Mrs P Block, Cllr D Hadingham,
In attendance Angela Colbridge (Clerk), ESC Cllr P Ashton, Members of the public x 1

2/23 Apologies for absence

SCC Cllr M Ladd

3/23 Election of Chair 2023/24

Cllr Horwood asked for nominations for Chair for 2023/24. A discussion took place on the possibility of not electing a permanent Chair at this stage. Following this discussion, **Cllr Facer proposed Cllr Armstrong. This was seconded by Cllr Block There were no further nominations. Cllr Armstrong was declared elected.** Cllr Armstrong signed the Declaration of Acceptance of Office as Chair in the presence of the Proper Council Officer.

4/23 Election of Vice-Chair 2023/24

Nominations were requested for Vice Chair for 2023/24. **Cllr Block proposed Cllr Facer. This was Seconded by Cllr Hadingham. There were no further nominations. Cllr Facer was declared Elected.** Cllr Facer signed the Declaration of Acceptance of Office as Vice Chair in the presence of the Proper Council Officer.

5/23 Declaration of Acceptance of Office

Members completed and signed the Declaration of Acceptance of Office in the presence of the Proper Council officer.

6/23 Declaration of interest personal or prejudicial to this agenda

There were no declarations of interest.

7/23 Minutes of the Meeting of 12th April 2023

With regards to item 154/22/4/ii, a question was asked as to whether the stated term 'caravan' was the correct terminology. It was confirmed that this was correct. **It was proposed by Cllr Facer, Seconded by Cllr Hadingham that the minutes of 12th April 2023 be accepted as a true record. This was agreed.** The minutes were signed by the Chair.

8/23 Matters arising

The Clerk reported that the Declaration of Result of Poll had been received for the Wrentham, Wangford and Westleton District Ward. Paul Ashton was elected.

9/23 Reports

9/23/1 Suffolk County Council - There was no report

9/23/2 East Suffolk Council - ESC Cllr Ashton reported that, following the local elections of 4th May 2023, there was no over-all majority and that the first meeting of the whole Council would take place on 24th May 2023. Cllr Ashton informed Henstead with Hulver Street Parish Council that one thing he will be focusing on is contributing to what the parish council is looking to achieve.

9/23/3 Suffolk Police - There was no report

10/23 Correspondence

Email from East Suffolk Council Customer Services - Community Infrastructure Levy

Examiner's Report

A draft Charging Schedule was published in December 2021 proposing new rates in East Suffolk. An independent examiner has now issued his report and recommendations, which concludes that, subject to three modifications, the charging schedule is recommended to be approved. ESC are considering the recommendations. More information can be found on the ESC website.

11/23 Finance

11/23/1 Approval of outstanding invoices.

Clerk expenses - Key Cutting for Henstead Village Notice Board £10, Printer ink £27.87, Postage Stamps £7.10 **Proposed by Cllr Hadingham, Seconded by Cllr Block**

11/23/2 To receive and approve the accounts for the year ending 31st March 2023

On a proposition from Cllr Block, seconded by Cllr Armstrong, it was agreed to approve the accounts for 2022-2023.

11/23/3 Exemption Request

On a proposition from Cllr Facer, seconded by Cllr Hadingham, it was agreed that the request for exemption from external audit be sent.

11/23/4 Internal Audit

On a proposition from Cllr Cllr Armstrong, seconded by Cllr Facer, it was agreed to adopt the internal audit of the accounts for 2022-2023

The Clerk informed Council that the Internal Auditor had not requested a fee for her time, but that the Council may like to consider making a donation to Barnby and North Cove Church. After a brief discussion, it was agreed that a donation of £50 be made. **This was proposed by Cllr Armstrong, Seconded by Cllr Block.** Appreciation of the Internal Auditor's time and help was noted.

11/23/5 Annual Governance Statement

On a proposition from Cllr Armstrong, seconded by Cllr Facer, it was agreed that the Annual Governance Statement be signed

11/23/6 Accounting Statements

The Clerk explained the Accounting Statement and on a proposition from Cllr Hadingham, seconded by Cllr Block, it was agreed to approve the accounting statements for 2022-2023

11/23/7 To note the Statement of Variances

The Clerk explained the Statement of Variances

11/23/8 To note the receipt of the full balance of the Precept

The Clerk informed Council that the full balance of the Precept of £5000 had been received in the bank account.

11/23/8 Account Balances. The Clerk noted the following balances as of 28th April 2023

Current Account balance £17,013.22

Savings Account balance £821.12

11/23/9 To approve the dates of Notice of Public Rights

The clerk suggested that the dates for the Notice of Public Rights be from Monday 19th June 2023 - Friday 28th July inclusive. The dates to be announced and displayed from Tuesday 6th June 2023. This was agreed. **Proposed by Cllr Hadingham, Seconded by Cllr Armstrong**

12/23 Planning

12/23/1 To consider any planning applications

None

12/23/2 To receive outcomes of planning applications from ESC

DC/22/2323/DRC | Discharge of Condition Nos. 5, 6, 10, 14 & 16 of DC/18/3443/FUL - (Conversion of redundant agricultural buildings into 3 dwellings) - Contaminated land details, archaeological details, annotated frame survey and schedule of repairs to be carried out to the historic structures and details of both hard and soft landscaping | Grange Farm Tinkers Lane Henstead Beccles Suffolk NR34 7LB **Awaiting Decision**

12/23/3 APPEALS

AP/22/0022/REFUSE Outline Application (All Matters Reserved) relating to the proposed erection of three dwellings on land between Kings Field and Laburnham Cottage, Hulver Street, Henstead, Beccles, Suffolk, NR34 7UE | Kings Field Hulver Street Henstead NR34 7UE **Appeal in Progress.**

12/23/4 Other planning matters

SCC/0124/22W - Construction and operation of anaerobic digestion plant and associated infrastructure, Land at Copland Way, Ellough, Beccles, NR34 7TL -

Application pending a decision

13/23 Parish Community Plan

13/23/1 Highways - The Clerk updated Council on an email received from Suffolk Highways Community Liaison Engineer regarding the possibility of the introduction of a weight restriction on the B1127 at Henstead crossroads and over the old bridge at Henstead Church. Due to the number of trucks, the road layout, widths and the weight restriction that is already in place in Henstead, it is unlikely to be passed. A brief discussion was held where concerns were raised over the possible new AD Plant at Ellough which could increase the number of trucks passing through the village. Current road signs with suggested routes were also discussed. ESC Cllr Ashton will check what road signs are currently in place which suggest alternative/recommended routes.

13/23/2 Church Surround/Amenities -

The Clerk updated Council that email confirmation has been received from the Council's Insurers, Zurich, stating that, as soon as the Council becomes responsible for the land, the Council's Public Liability would cover if the Council were found negligent in anyway. Risk assessment and maintenance would have to be in place.

13/23/3 Communication including website - The Clerk is assessing whether the website meets the needs of the Parish Council. If it proves suitable then the Council will not need to look towards upgrading the current website.

14/23 Review of Policies

The Clerk informed Council that the list of policies would be reviewed at the Parish Council meeting In June.

15/23 Annual Parish Meeting 2023 - Update on arrangements

A discussion was held and it was agreed that the Annual Parish Meeting be held on Wednesday 7th June, taking place before the meeting of the Parish Council on the same evening. **This was proposed by Cllr Hadingham and seconded by Cllr Armstrong.** The Clerk will inform the relevant persons of the arranged date.

16/23 Consider the filling of vacancies

The Clerk informed Council that the 3 vacancies can now be filled by co-option. It was agreed that details of the vacancies are put onto the website, put forward for the next copy of The Sheaf and suggested for the community email chain. **Proposed by Cllr Armstrong, Seconded by Cllr Facer.**

17/23 Any other business

It was highlighted that there had been less incidents of flooding recently in the village

18/23 Questions from the Public

A member of the public asked why there had been an earlier query over the term 'Caravan' used in the previous months minutes. There was some confusion over the term used for the structure. The resident stated that the structure fell within the criteria to be classed as a Caravan and this had been accepted by East Suffolk Council.

19/22 Items for the agenda of the next meeting

None raised

20/22 Date and time of next meeting.

The next meeting of the Parish Council will be held on Wednesday 7th June 2023, to follow the Annual Parish Meeting of the same evening at 7pm. **The meeting closed at 21:02**

Signed:- Chairman _____ Clerk _____ Date _____