



HENSTEAD WITH HULVER STREET  
PARISH COUNCIL



**Minutes of the ordinary Meeting of the Council**  
held at Hulver Village Hall on Wednesday 2nd October 2024  
commencing at 7pm

**78/24 Present**

Cllr J Armstrong (Chair), Cllr J Doran, Cllr J Facer

**In attendance** Angela Colbridge (Clerk), ESC Cllr Ashton

The Chair welcomed everyone to the meeting

**79/24 Apologies for absence.** HHPC Cllr P Block, SCC Cllr Ladd

**80/24 Declaration of interest personal or prejudicial to this agenda.** None

**81/24 To Consider requests for dispensations.** None

**82/24 Minutes of the Meeting of 4th September 2024**

**It was Proposed by Cllr Facer, seconded by Cllr Doran that the minutes of 4th September 2024 be accepted as a true record. This was agreed.** The minutes were signed by the Chair.

**83/24 Matters arising.**

a) Following discussions at the September meeting regarding the possibility of a 20mph limit on Toad Row and the County Council's policy and criteria guidelines on this, there are still resident concerns regarding the current speed limit on this road. As this is County Council policy, it was suggested that current concerns are taken up directly with them, and also with the local MP.

b) The Clerk noted that SALC had been contacted, as agreed at the last meeting, to ask which registrar they had used for their move to a [gov.uk](http://gov.uk) domain and what start up and on-going costs were involved. SALC replied to state that there is lots of guidance on the information page of the SALC website and a Parish Council Domain Helper Service which has been set up by the government.

**84/24 Reports**

**84/24/1 Suffolk County Council.** No report

**84/24/2 East Suffolk Council.** Cllr Ashton reported that ESC have now agreed to adopt a new nationwide approach to recycling with a commitment to improve environmental outcomes for the district.

**84/24/3 Police.** Nothing to report from the [police.uk](http://police.uk) website for the month of July 2024.

**85/24 Chair's Item.** None

**86/24 Correspondence.**

**AEPA - Request for support of letter to Ed Miliband MP and to consider the endorsement of the Draft Constitution for the East Suffolk Communities Energy Partnership.** After a short discussion, it was agreed that the council would support the letter to Ed Miliband MP but not endorse the Draft Constitution at this time. Proposed by Cllr Doran, seconded by Cllr Facer.

**87/24 Finance**

**87/24/1 To review and approve the bank reconciliation.** Approved

**87/24/2 Approval of outstanding invoices**

A Colbridge Clerks Expenses £43

A Colbridge Clerks Salary August/September 2024 £429.44

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

HMRC PAYE £214.40

**Proposed by Cllr Armstrong, Seconded by Cllr Facer**

**87/24/3 Account Balances.** The Clerk noted the following estimated rolling balances:

Current Account £20,013.95

Savings Account £834.12

The Clerk noted that the mandate change request has now been confirmed by Barclays. The Clerk noted that interest rates on the Business Saver account have gone down. The Clerk will look into the possibility of moving funds into a higher interest account.

## **88/24 Planning**

### **88/24/1 To consider any planning applications**

None.

### **88/24/2 To receive outcomes of Planning Applications from ESC**

i) **DC/24/2638/TPO** Henstead Hall South, Church Road, Henstead, Beccles, Suffolk, NR34 7LD. **Application permitted.**

ii) **DC/23/1983/FUL** Full planning permission for 1 No. Dwelling, to include access, parking and amenity land. Land south of Toad Row, Henstead, Beccles, Suffolk, NR34 7LG.

#### **Awaiting decision**

iii) **DC/24/1779/CLE** Certificate of Lawful Existing Use in respect of the occupation of Pheasant Cottage, Sotterley Road, Hulver, Beccles, NR34 7UJ for a continuous period in excess of 10 years and in breach of the Agricultural Occupancy Condition applied as condition (2) of Planning Permission (Ref: DC/08/1151/FUL).

Site address: Pheasant Cottage, Sotterley Road, Henstead, Beccles, Suffolk, NR34 7UJ.

#### **Awaiting decision.**

iv) **DC/24/2106/ROC** Removal of condition No 2 of DC/08/1151/FUL - Construction of 1 no. house, double garage and cartshed - Agricultural dwellings. Pheasant Cottage, Sotterley Road, Henstead, Beccles, Suffolk, NR34 7UJ. **Awaiting decision.**

v) **DC/24/2893/FUL** Change of use for the existing annexe to a separate dwelling. Annexe At, Broome Cottage, Sotterley Road, Henstead, Beccles, Suffolk. **Awaiting decision.**

### **88/24/3 APPEALS**

**AP/23/0058/ENF** - Part Land East Of Mariawood, Hulver Street, Henstead, Suffolk NR34 7UE. Enforcement case reference ENF/22/0247/USE - **Appeal in progress**

It was brought to the attention of the council that, as part of the works being carried out under the permitted Planning Application DC/24/1381/FUL, a hedge has been removed. This was contrary to information provided in the application form dated 15/04/2024.

## **89/24 Parish Community Plan**

**89/24/1 Highways** - The Clerk provided the following updates:

- i) Works have been ordered to repair the damaged Highways Weight Limit sign located at the A12 junction end of Toad Row, Henstead.
- ii) Works have been carried out to repair the damaged Keep Left Arrow Signs at the church crossroads in Henstead.

**89/24/2 Church Surround** - Cllr Facer has provided a document for councillors to read through. This gives information found from historic minutes relating to the Church Surround and any agreements previously made by the Parish Council. This will be added to the next agenda for further discussion.

**89/24/3 Communication including website** - No update

**89/24/4 Amenities** - No update

**89/24/5 Social Activities** - No update

## **90/24 Parish Community Plan/Village Emergency Plan**

A discussion was held on the current Parish Community Plan. It was suggested that the

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

Parish Council arranges a coffee morning for early next year where residents can attend and discuss any ideas or proposals they have for the village.  
The Clerk is attending an Emergency Planning Workshop later in the month to assist with putting together a village emergency plan for Henstead with Hulver Street.

**91/24 Speed Indicator Device**

The Clerk provided further information on SID's available and prices, also recommendations from other local councils. The Clerk will check whether the data packages provided are IOS compatible or just android. The Clerk will ask Westcotech if they are able to meet with councillors to discuss their product.

**92/24 To consider a donation to Citizens Advice East Suffolk.**

The Clerk provided additional information received from Citizens Advice highlighting the number of residents from Henstead with Hulver Street that it has worked with over the previous 12 months and details of its offices and outreaches across East Suffolk, which a donation from the Parish Council would help to maintain. Councillors agreed that there is a community benefit to having Citizens Advice available to residents should they need the service and suggested a donation of £50. This was agreed. **Proposed by Cllr Doran, seconded by Cllr Armstrong.** The Clerk will raise a cheque for this amount.

**93/24 Code of Conduct Policy Approval.**

No amendments, council agree adequate for requirements. **Proposed by Cllr Facer, seconded by Cllr Armstrong.**

**94/24 Safeguarding Policy Approval.**

The Clerk has circulated an amended Safeguarding Policy to councillors based on the Model Safeguarding Policy template from the SALC website. After a short discussion the policy was approved. Proposed by Cllr Doran, seconded by Cllr Facer.

The policy, as agreed, requires a Safeguarding Lead to be in place. It was suggested that the Clerk takes on this role. The Clerk agreed. **Proposed by Cllr Doran, seconded by Cllr Facer.** The Clerk will look into any relevant training required.

**95/24 Standing Orders Approval.**

The Clerk has circulated to councillors updated NALC Model Standing Orders with amendments to the Procurement Thresholds. The updated Standing Orders were approved. **Proposed by Cllr Doran, seconded by Cllr Facer.**

**96/24 Any other business**

A resident has raised concerns regarding Biomass tractors and trailers running through Benacre Road/Church Road Henstead, particularly in relation to the noise and breakup of the roadside and loss of roadside boundaries. The Clerk will make contact with the Ellough AD Plant to request that they ask their contractors to be mindful of the roads that they are using. It was also suggested that the resident takes up their highways surfacing and roadside boundary issues with Suffolk Highways.

**Questions from the Public**

None present

**97/24 Items for the agenda of the next meeting**

None

**98/24 Date and time of next meeting.**

The next meeting of the Parish Council will take place on Wednesday 6th November at 7pm

**The meeting closed at 9:16 pm**

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

