



HENSTEAD WITH HULVER STREET  
PARISH COUNCIL



**Minutes of the Annual Meeting of the Parish Council**  
held at Hulver Village Hall on Wednesday 14th May 2025  
which immediately followed the Annual Parish Meeting

**1/25 Present**

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

**In attendance** Angela Colbridge (Clerk), Members of the public x 3

**2/25 Election of Chair 2025/26**

**Cllr Armstrong proposed Cllr Facer. This was seconded by Cllr Doran. There were no further nominations. Cllr Facer was declared elected.** Cllr Facer signed the Declaration of Acceptance of Office as Chair in the presence of the Proper Council Officer.

**3/25 Apologies for absence**

SCC Cllr Michael Ladd

**4/25 Election of Vice-Chair 2025/26**

**Cllr Facer proposed Cllr Doran. This was seconded by Cllr Block. There were no further nominations. Cllr Doran was declared elected.**

**5/25 Declaration of interest personal or prejudicial to this agenda.** None

**6/25 Requests for dispensations.** None

**7/25 Minutes of the Meeting of 9th April 2025**

**It was Proposed by Cllr Armstrong, seconded by Cllr Facer that the minutes of 9th April 2025 be accepted as a true record. This was agreed.** The minutes were signed by the Chair.

**8/25 Matters arising**

i) It was noted that the proposal to send out information letters to all properties within the village has been put on hold whilst GDPR considerations are made. This will be added onto the agenda of a future meeting.

ii) The Clerk noted that information has been received to say that, although it is not yet mandatory, it is recommended that all councils switch to an authority owned domain such as [gov.uk](http://gov.uk) or [org.uk](http://org.uk) as recommended in the Practitioner's Guide 2025. The Clerk will obtain information from other local parish councils who have moved over to a [gov.uk](http://gov.uk) domain and also obtain costs from our current provider for this service.

iii) It was queried whether there had been any response from ESC Enforcement team regarding the previously reported caravans situated in the village. It was noted that a reply had been received from ESC and that this will be recirculated to all councillors.

**9/25 Reports**

**8/24/1 Suffolk County Council.** No report

**8/24/2 East Suffolk Council.** No report

**8/24/3 Police.** The Clerk noted that there were no reported crimes on the [police.uk](http://police.uk) website for Henstead with Hulver Street for the month of March 2025.

**10/25 Chair's Item. None**

**11/25 Correspondence. None**

**12/25 Finance**

**12/25/1 Approval of outstanding invoices**

Clerks Expenses - Newton Newton flags £64.20  
Heelis & Lodge Internal Audit Fees 2024/25 £130

**Proposed by Cllr Block, Seconded by Cllr Armstrong**

**12/25/2 Account Balances.** The Clerk noted the following balances:

Current Account £18,021.43 as at 13th May 2025

Savings Account £843.34 as at 1st May 2025

**12/25/3 To receive and approve the draft accounts 31st March 2025**

The Clerk explained the accounts from 1st April 2024 to 31st March 2025 including income, expenditure, bank reconciliation and statement of variances. The accounts were approved, proposed by Cllr Armstrong, seconded by Cllr Block.

**12/25/4 To agree to complete the Certificate of Exemption.** On a proposition from Cllr Armstrong, seconded by Cllr Facer, it was agreed that the request for exemption from external audit be sent.

**12/25/5 To receive the Internal Audit Report.** The Clerk noted that the Internal Audit has been carried out and the report has been received from Heelis & Lodge with the following two recommendations: To ensure that VAT is reclaimed back from HMRC and minute the action taken; to include reference to GDPR in the Council's Risk Assessment. The Clerk will action these recommendations. It was proposed by Cllr Facer, seconded by Cllr Armstrong that the Internal Audit report be accepted.

**12/25/6 To agree the Annual Governance Statement 2024/25** The Annual Governance Statement was agreed, proposed by Cllr Facer, seconded by Cllr Block.

**12/25/7 To agree the Accounting Statements 2024/25** The Accounting Statements were agreed, proposed by Cllr Doran, seconded by Cllr Armstrong.

**12/25/8 To approve the dates of Notice of Public Rights** It was suggested that the dates proposed by the external auditors be used, Tuesday 3rd June to Monday 14th July 2025. This was agreed. Proposed by Cllr Facer, seconded by Cllr Armstrong.

**12/25/9 To agree the Annual CIL Report** The Clerk explained the annual report and it was agreed. Proposed by Cllr Block, Seconded by Cllr Facer.

**12/25/10 The Clerk noted the receipt of the full balance of the Precept 2024/25 of £5274.70 from ESC into the bank account on 30th April 2025.**

**12/25/11 The Clerk noted the receipt of CIL payment of £615.98 from ESC into the bank account on 25th April 2025**

**13/25 Planning**

**13/25/1 To consider any planning applications.** None

**13/25/2 To receive outcomes of Planning Applications from ESC**

i) **DC/25/0639/CLE Certificate of Lawful (Existing)** - Use relating to 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). **Application Permitted.**

ii) **DC/25/0579/FUL** Construction of a 2 storey side extension. Regent House, Church Road Henstead, Beccles, Suffolk, NR34 7LE. **Awaiting Decision**

**13/25/3 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**

**AP/25/0013/LAWFUL** - Pheasant Cottage, Sotterley Road, Henstead, Beccles, Suffolk, NR34 7UJ. **Appeal in Progress**

**13/25/4 Other planning matters.** None

**14/25 Parish Community Plan**

**14/25/1 Highways.** It was noted that the new sign at the Church Crossroads has been put in place. A number of other signs have been replaced in the village. A discussion was held on having the roundels repainted. With this in mind, the Clerk will check likely dates of any possible road resurfacing to make sure this is not due to take place in the near future.

**14/25/2 Church Surround** - It was queried whether there would be any issues with the Parish Council being fellow trustees of the church surround for insurance purposes. The Clerk will check this with the insurance company.

**14/25/3 Communication including website** - No update

**14/25/4 Amenities** - No update

**14/25/5 Social Activities** - No update

**15/25 Parish Community Plan/Village Emergency Plan.** No update

**16/25 Speed Indicator Device - Update**

The batteries are now fully charged. Cllr Doran is looking to complete a pro-forma for permissions on where the SID can be located.

**Questions from the Public**

No questions

**17/25 Any other business**

i) It was noted from information received from the Rural Services Network that there is clearly a national problem with fly-tipping incidents. New Government powers will allow councils to seize and destroy vehicles used for fly-tipping without requiring a conviction. This move is part of a wider crackdown on waste crime, which costs the economy over £1 billion a year.

ii) It was noted that representatives from the parish council have been invited to attend a special briefing hosted by Suffolk County Council to learn more about their response to the government's proposal for local government reorganisation in Suffolk, and why they believe that replacing Suffolk's district, borough and county councils with one new unitary authority is the best option for our county.

iii) Information has been circulated from SALC on Hinckley & Rugby Building Society. The Clerk will look into whether a move from Barclays would benefit the parish council.

**18/25 Items for the agenda of the next meeting.** None.

**19/25 Date and time of next meeting.**

The next meeting of the Parish Council will be held on Wednesday 4th June 2025, commencing at 7pm in the Village Hall, Hulver.

**The meeting closed at 9:05pm**