



HENSTEAD WITH HULVER STREET PARISH COUNCIL



Minutes of the ordinary Meeting of the Council
held at Hulver Village Hall on Wednesday 2nd July 2025
commencing at 7pm

42/25 Present

Cllr J Facer (Chair), Cllr J Doran (Vice Chair), Cllr J Armstrong, Cllr R Tovell

In attendance Angela Colbridge (Clerk)

The Chair welcomed everyone to the meeting.

43/25 Apologies for absence. HHPC Cllr Block, SCC Cllr Ladd.

44/25 Declaration of interest personal or prejudicial to this agenda. None.

45/25 To Consider requests for dispensations. None

46/25 Minutes of the Meeting of 4th June 2025

It was Proposed by Cllr Armstrong, seconded by Cllr Facer that the minutes of 4th June 2025 be accepted as a true record. This was agreed. The minutes were signed by the Chair.

47/25 Matters arising.

i) The Clerk noted that the HMRC Employer NI contributions are due to the national insurance hike which was implemented in April. The Clerk will check with SALC whether this should be paid by the Parish Council as the Clerks individual parish council salary is below the current monthly threshold.

48/25 Reports

48/25/1 Suffolk County Council. No report

48/25/2 East Suffolk Council. No report

48/25/3 Police. On the [police.uk](https://www.police.uk) website there was one reported crime for Henstead with Hulver Street for the month of April 2025 on or near Church Road under the category of Burglary.

49/25 Chair's Item. The Chair noted that Suffolk County Council are holding 3 virtual briefings on local government reorganisation to be held on 7th, 11th and 16th July 2025.

50/25 Correspondence.

i) **East Suffolk Council - East Suffolk Bloom scheme.** The Clerk noted that the scheme is running again this year. It was agreed that the council would apply for a pack of bulbs.

ii) **East Suffolk Council - Rural/Community Led Housing.** The Clerk read out information received on potential Rural Exception Sites and the formation of Community Led Housing Groups. It was agreed that a representative be invited to a future meeting.

iii) **Community Action Suffolk - [gov.uk](https://www.gov.uk) domain.** The Clerk read out information received from CAS with prices relevant to a move to a [gov.uk](https://www.gov.uk) domain. Councillors will consider the information received.

51/25 Finance

51/25/1 Approval of outstanding invoices

A Colbridge Clerks Expenses Stamps/Stationary £12.42

Proposed by Cllr Doran, Seconded by Cllr Armstrong

51/25/2 Account Balances. The Clerk noted the following balances:

As at 24th June 2025 Current Account £18386.64

As at 30th May 2025 Savings Account £843.34

51/25/3 To review and approve the bank reconciliation for July. Approved.

51/25/4 Budget to actual. Within budget.

51/25/5 To note any receipts. VAT return received into the bank account on 6th June 2025 £997.50

Signed Chair _____ Clerk _____ Date _____

52/25 Planning

52/25/1 To consider any planning applications.

i) **DC/25/2369/TPO** Proposal 1no. Oak (marked on submitted plan) - Reduce whole crown by 2m, crown raise to 6m from ground level over road, crown raise to 4m from ground level over property, remove deadwood. Oak Tree Folly, 2 Toad Row, Henstead, Beccles, Suffolk, NR34 7LG. It was agreed that the parish council had no objections to this application. **Proposed by Cllr Armstrong, seconded by Cllr Doran.**

52/25/2 To receive outcomes of Planning Applications from ESC

i) **DC/25/0579/FUL** Construction of 2 storey side extension. Regent House, Church Road, Henstead, Beccles, Suffolk, NR34 7LE. **Application Withdrawn**

ii) **DC/25/1868/ROC** Removal of Condition 2 of DC/08/1151/FUL - Construction of 1no house, double garage and cartshed - Removal of Agricultural Occupancy Condition. Pheasant Cottage, Sotterley Road, Henstead, Beccles, Suffolk, NR34 7UJ. **Awaiting Decision.**

52/25/3 Appeals.

i) **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**

52/25/4 Other Planning Matters

i) The Clerk read out an email received from an East Suffolk Council Senior Planner relating to the Pheasant Cottage Removal of Condition 2 application detailing that the officer recommendation was for approval and there was a majority vote at the referral panel that the application could remain at officer delegated authority with the recommendation of approval. Councillors considered a possible response to this email, to be agreed online between meetings.

ii) A discussion was held on DC/25/2220/CLP Certificate of Lawful Use (Proposed) - Proposition to site a park home/lodge in the garden of property. Location - Annexe at Broome Cottage, Sotterley Road, Hulver, Henstead, Beccles, Suffolk, NR34 7UJ. It was noted that this is not a planning application for consultation at this stage.

53/25 Parish Community Plan

53/25/1 Highways - Costs for repainting the Roundels have been requested by SCC Cllr Ladd from the Community Liaison Engineer but have not yet been received. It was noted that the Give Way road markings at the Church crossroads have not been repainted yet. The Clerk will chase this. Suffolk Highways have confirmed that the missing Welcome to Henstead boundary sign on Wrentham Road does not meet their intervention criteria for replacement.

Thanks were offered to Cllr Doran for the maintenance jobs that he has carried out around the Henstead village sign.

53/25/2 Church Surround - Councillors are still looking into becoming fellow trustees of this area.

53/25/3 Communication including website - Cllr Facer thanked the Clerk for the Parish Council update in the June copy of The Sheaf publication.

53/25/4 Amenities - No update.

53/25/5 Social Activities - No update.

54/25 Parish Community Plan/Village Emergency Plan. The Clerk is working on drafting a Village Emergency Plan.

55/25 Speed Indicator Device. Cllr Doran is looking into the site suitability check list as provided by Suffolk Highways and will forward potential locations to councillors. It was noted that there is a SID the same as the recently purchased one currently in use in Brampton. The Clerk will contact Brampton Parish Council for guidance on post size.

Questions from the Public. None present.

Signed Chair _____ Clerk _____ Date _____

56/25 Any other business

- i) The Clerk noted that the Information Commissioners Officer renewal will be £52, an increase from £40 last year. An annual saving of £5 can be achieved by setting up a direct debit. This was agreed, proposed by Cllr Doran, seconded by Cllr Facer. The Clerk will action this.
- ii) It was noted that it may be best practice for the Clerk to be issued with a work laptop. The Clerk will obtain some quotes.
- iii) It was noted that the Union Jack flags should be flown on agreed commemorative dates. A list of dates will be drawn up by councillors.
- iv) It was noted that maintenance is required of the village signs and continued maintenance of the surrounding areas. It was suggested that there may be some residents who would volunteer to assist with the maintenance of these areas. The Clerk will look into the Community Self Help scheme.
- v) It was noted that the Hulver Village Hall / Parish Council noticeboard is in need of some maintenance. Councillors and the Clerk will look into this.
- vi) It was reported that a pedestrian footpath in Hulver is overgrown with brambles and needs clearing. The Clerk will report this to Highways.

57/25 To review the clerk's salary and performance. It was agreed that this would be added to the agenda for the September meeting.

58/25 Items for the agenda of the next meeting.

Clerks review

Clerk work laptop

59/25 Date and time of next meeting.

The next meeting will take place on Wednesday September 3rd 2025, commencing at 7pm.

The meeting closed at 9.38pm.

Signed Chair _____ Clerk _____ Date _____