

HERRINGSWELL Parish Council

Minutes of the Meeting of Herringswell Parish Council
Held at the Village Hall on Monday 6th March 2023 at 7:30pm

Councillors present: Cllr. L. Marchington, Cllr. S. Boyce, Cllr. G. Hicks & Cllr. G. Brown.

Present: Clerk – Vicky Bright. Cllr. D. Dicker – WSC & Cllr. A. Drummond – SCC.

No Members of the Public were in attendance.

Meeting opened at 7:30pm

- 23/03/1** Chair's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):
Apologies: Cllr. S. Griffiths.
- 23/03/2** Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:
Cllr. G. Brown declared a personal interest in Item 5 (i). Cllr. L. Marchington & Cllr. G. Hicks declared a personal interest in Item 8.
- 23/03/3** Minutes of the Parish Council Meeting held on 23rd January 2023 - LGA 1972, Schedule 12, para 41(2):
Resolved 23/03/3.01
The minutes of the Parish Council meeting held on 23rd January 2023 were adopted as a true statement and signed by the Chair (LM).
- 23/03/4** To Receive County, District and Community reports:
WSC – Cllr. Dawn Dicker;
 - Hourly trains stopping at Kennett Station have been agreed and will commence from mid-May timetable.
 - Alternative Fuel vouchers are now being issued.**SCC – Cllr. Andy Drummond;**
The monthly newsletter was circulated to Councillors before the meeting.
- 23/03/5**
i) Planning Applications:
DC/23/0249/HH – Detached garage with car port. Location: Glyndene, The Street, Herringswell IP28 6ST
Resolved 23/03/5.01
No objections to application DC/23/0249/HH.
- ii) **DC/23/2045/LB - Application for listed building consent - cast iron balustrade to the first-floor terrace and a canopy to south elevation. Location: Manor House, The Manor, Herringswell IP28 6SH**
Resolved 23/03/5.02
Formal Resolution of No Objections submitted 13th February 2023.

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i)

Highways/Footpaths & Trees:

Highways Update – Crossroads/Warren Road Junction

The engineer advised that the works to cut back the vegetation has been ordered and an enforcement has been opened regarding a private landowner to cut their hedges. The engineer has agreed to visit the site and assess for further safety improvements that may be suitable. Thanks to Cllr. Drummond for his support.

23/03/7

i)

Parish Matters:

Update on War Memorial repairs and Insurance Claim

There is no update yet from the Police. The Insurance claim has been agreed and the money is now in the Councils account. Cllr. Drummond (SCC) has offered to pay the Insurance Excess and any difference in the like for like quote, that the insurance company will not pay, from his Locality Budget. The Clerk has instructed Mildenhall Monumentals to proceed with the works to reinstate the memorial.

23/03/8

i)

Village Hall:

Update on Village Hall Management and Trusteeship

The Clerk confirmed she is still awaiting receipt of the letter from Dave Ebbs giving his permission to change over the trusteeship, so the Clerk is still unable to process the application.

The Clerk has set up a Village Hall page on the website, and is looking at marketing and advertising on other websites. The Clerk advised she has paid the annual insurance.

ii)

Discuss 80th Anniversary of Major Mostyn Davies & a Proposal to Re-Name the Hall

The Clerk presented a letter and proposal from a resident who had suggested renaming the village hall in honour of Major Mostyn Davies who died 80 years ago. The proposal was discussed and it was felt that as the hall is already named the Davies Memorial Hall in memory of Major Mostyn's father, who was Lord of the Manor, it would be disrespectful to rename the hall after someone else. And as the Davies family have made no approach to do anything with the hall or at the hall in memory of Major Mostyn, it was not suitable for the Parish Council to take on this responsibility.

iii)

Discuss Proposal to Remove Oil Tank and Make an Outdoor seating area/patio

The Clerk is to source quotes to remove the shed, oil tank and boiler for the next meeting. It was suggested that once the area is cleared and tidied up, that suggestion for an outdoor space; seating etc be discussed.

iv)

Approve the Clerks Admin Hours November 2022 – February 2023

Resolved 23/03/9.01

The Clerks hours for the hall admin was approved at 4.75 hours @ £66.26 for the period of November 2022 – February 2023.

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Correspondence:

None.

23/03/10

i)

Finance & Policies:

Parish Council Bank Reconciliation from list of payments/receipts

The Payments and receipts were scrutinised and approved. The account balance was confirmed as £12,210.52 as of 3rd March 2023.

Resolved 23/03/10.01.

That the Bank balances and reconciliation of payments & receipts be received and adopted and initialled as such by the Chair of the meeting (LM).

ii)

Payment Schedule for signing and approval for payment of outstanding invoices

Resolved 23/03/10.02

| Payee | Details | Invoice number | Payment Option | Total | Power to pay* |
|------------------------|------------------------------|----------------|----------------|----------|--|
| CAS OneSuffolk | Website Hosting Fee | 1403 | BACS | £60.00 | Local Government Act 1972 S.111 |
| Mildenhall Monumentals | War Memorial repairs | 8981 | BACS | £3500.00 | Parish Council and Burial Authorities (Miscellaneous Provisions) Act 19970, s. 1 |
| GB Carpentry | Memorial fence posts repairs | | BACS | £253.91 | Parish Council and Burial Authorities (Miscellaneous Provisions) Act |

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| | | | | | 19970, s. 1 |
| V Bright | Office Allowance 23/24 | - | BACS | £312.00 | Local Governm ent Act 1972 S.111 |
| V Bright | VH Admin Hours | | BACS | £66.26 | Local Governm ent (Miscella neous Provision s) Act 1976, s.19 |
| V Bright | Expenses & Mileage | | BACS | £31.14 | Local Governm ent Act 1972 S.111 |
| | | | Total | £4,223.76 | |

iii)

To Discuss the Elections on May 4th 2023

The Clerk briefed the Councillors on the election and nomination process and the Elections timeframe. The Clerk presented Councillors with their candidate nomination packs and advised they need to be hand delivered, by appointment to West Suffolk Council no later than 4pm on 4th April 2023.

23/03/11

Councillor’s Reports & Items for next Agenda

None.

Next Meeting to be held will be the Annual Parish Meeting, on Monday 15th May 2023 at 7:30pm in the Davies Memorial Village Hall, followed by the Annual Parish Council Meeting

Meetings thereafter to be held on the 1st Monday every other month at 7:30pm; (March, May, July, September, November)

Meeting closed at 8:57pm

Signed: *Liz Marchington*
Chair, Herringswell PC

Date: 15th May 2023

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