

HERRINGSWELL Parish Council

Minutes of the Meeting of Herringswell Parish Council
Held at the Village Hall on Monday 21st March 2022 at 7pm

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

Present: Clerk – Vicky Bright.

No Members of the Public were in attendance.

Meeting opened at 7pm

- 22/03/1** **Chair's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)):**
The Vice Chair was appointed to Chair the meeting, in the absence of the Chair.
- Apologies:** Cllr. L. Marchington & Cllr. S. Griffiths.
- 22/03/2**
i) **Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:**
None.
- 22/03/3** **Minutes of the Meeting held on 8th November 2021 - LGA 1972, Schedule 12, para 41(2):**
Resolved 22/03/3.01
The minutes of the meeting held on 8th November 2021 were adopted as a true statement and signed by the Vice Chair (SB).
- 22/03/4** **To Receive County, District and Community reports:**
WSC – Cllr. Dawn Dicker; Apologies sent.
- SCC – Cllr. Andy Drummond;** Apologies sent.
- 22/03/5**
i) **Planning Applications:**
DC/21/2246/FUL - change of use of existing dwelling (class C3) to form a nursery school (class F1[a]) Location: Triangle Wood, Kennett Road, Herringswell IP28 6SS –
- Resolved 22/03/5.01**
Formal Resolution of Appointment of Planning Consultant Richard Buxton Solicitors to Object on our behalf.
- Resolved 22/03/5.02**
Formal Resolution of Costs of £500, for appointment of Richard Buxton Solicitors.
- Resolved 22/03/5.02**
Formal Resolution of Objections Submitted on 16th December 2021.
For information Application withdrawn 11.01.22
- 22/03/6**
i) **Highways/Footpaths & Trees:**
Church Farm Barns (Telephone Kiosk) Flooding Update

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Gulley's were cleared before Christmas by WSC, but some still need doing as missed. It was suggested to monitor the flooding at the next rainfall and report as necessary to WSC. The Clerk is to enquire as to when and how often the gulley's are scheduled to be cleaned.

22/03/7

Parish Matters:

i)

Discuss Defibrillator Scheme & Funding & Public Consultation Results

A volunteer has come forward; Gemma Brown, to act as the contact and to check the Defibrillator and update the Webnos Service. It was confirmed by the Clerk that the quote from Community Heartbeat Trust (CHT) still stands and that the funding is still available from Locality. The Clerk is to submit the purchase order to CHT for the Defibrillator and cabinet and arrange Electrician for installation. It was agreed to install the Defibrillator on the outside wall of the Davies Memorial Hall. The Clerk is to finalise the Locality application and request payment before 31st March 2022.

Resolved 22/03/7.01

It was agreed to purchase a Defibrillator and cabinet at a cost of £2, 557.00 (included in package; Managed Solution, Webnos Governance System Registration and User Account, Post Event Counselling Service, AED Signage (Pack of 4), Personal Safety Kit (Torch, Hi-vis Jacket), Cardiac Arrest Response Seminar Face to Face & Delivery), plus VAT, from Community Heartbeat Trust.

ii)

Update on New Notice Boards Installation

The notice boards have now been installed and thanks were given to Cllr. Gary Brown and Dave North for their hard work.

iii)

Village Hall Update & Agree Annual Insurance Premium

Resolved 22/03/7.02

It was agreed to agree and pay the Village Hall Annual Insurance renewal through CAS, at a cost of £683.20.

The new heating system has now been installed, it is electric heating. It was agreed to add the Village Hall management and administration to the May APCM Agenda, to look at Marketing the hall, and options for booking management and financial management going forward.

22/03/8

Correspondence:

- **Community Governance Review West Suffolk**

The timeline for the preparation of the West Suffolk Local Plan has been amended and the preferred options consultation is now scheduled to take place between May-July 2022.

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If you have any queries in the meantime please do not hesitate to contact us at West Suffolk at planning.policy@westsuffolk.gov.uk or by calling 01284 757368.

- **West Suffolk Local Plan Update**

West Suffolk Council has published Terms of Reference for an interim review of community governance arrangements for parish and town councils. The interim review is designed specifically to consider potential improvements to the warding arrangements for the town councils in Bury St Edmunds, Haverhill and Newmarket so that, where possible, they may be coterminous with the current district ward and the new county division boundaries which will be laid in Parliament in the New Year. However, undertaking a review provides the Council with an opportunity to look at any small anomalies to parish arrangements and parish and town councils have been asked to think about what anomalies, if any, should be addressed as part of the CGR. A wider and targeted consultation will be undertaken on the draft recommendations to ensure that any person or body who has an interest in the issue, or is affected by the issue, has an opportunity to submit their views. The consultation on issues and draft recommendations will take place between April and June 2022.

- **Queens Platinum Jubilee & Festival of Suffolk 2022**

The Church will be holding a fete on 29th May 2022 10am-6pm, to celebrate the Jubilee.

Resolved 22/03/8.01

It was agreed that the Parish Council would fund the hire of the hall for the event.

22/03/9

i)

Finance & Policies

Parish Council Bank Reconciliation from list of payments/receipts

The Bank Reconciliation was deferred to the May meeting, when end of year accounts will be presented for the financial year 2021-22.

ii)

Payment Schedule for signing and approval for payment of outstanding invoices

Resolved 22/03/9.01

It was agreed to pay the outstanding invoices as per the payment schedule below;

A. Nunn	No.012	2nd Rose Payment		BACS	£180.00
A.Nunn	No.11	VH Maintenance plus maintenance Village Garden		BACS	£102.50
A. Nunn	No.015	Planting bulbs		BACS	£277
SALC	25479	Payroll Oct 21-March 22		BACS	£54.00
CAS		Village Hall Insurance LTA		BACS	£683.20
CAS		PC Annual Insurance		BACS	198.97
Mrs V Bright		Mileage Apr 21 - Mar 22		BACS	16.11

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- iii) **VAT Reclaim Report Update**
The Clerk confirmed that the VAT reclaim of £96.32 has been received and the next reclaim will be submitted in April 2022.
- iv) **Budget 2022/23 to be reviewed and adopted**
Resolved 22/03/9.02
The projected budget for 2022-23 was scrutinised and approved, with projected expenditure of £6,163.00, this was duly signed by the Vice Chair (SB)
- v) **Precept 2022/23 Figures to be discussed and Adopted**
Resolved 22/03/9.03
It was agreed to adopt and request the Precept figure of £7, 220.00, for 2022-23 financial year, this is a decrease of 6.35% a saving of £3.69 per household (Band D).
- 22/03/10 **Councillor's Reports & Items for next Agenda**
- Quotes for Dog Waste Bins in the village for next agenda
- Next Meeting to be the Annual Parish Meeting at 7pm on Monday 16th May 2022, followed by the Annual Parish Council Meeting, in the Davies Memorial Village Hall.**
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- Meeting closed at 8:12pm
- Signed: *L. Marchington*
- Date: 16th May 2022
- Chair, Herringswell PC