

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

Minutes of the meeting of the Council held on Monday 17th January 2022 at 7pm at Hopton Village Hall

These minutes will be submitted for approval & signing by the Chair at the next meeting of the Parish Council on Monday 14th February 2022. If any changes are made to the minutes at that meeting, a correction will be notified on the website.

Present: Cllrs L. Macklin (Chair), A. Hanks, R. Capon, S. Delve, D. Faiers, B Shadbolt & Cllr J Spicer (SCC)

Three members of the public were also present.

Minutes

1. Apologies for absence

Apologies were received from Cllr C Bull (WSDC)

2 Members' declarations of interests

There were no declarations.

3. To approve as accurate the minutes of the meeting held on Monday 13th December 2021

The minutes were agreed and then signed by the Chair.

4. To review any action points highlighted in the minutes of Monday 13th December 2021

Cllr Macklin-Horsfall:

- Contact had yet to be made with Cllr Taylor regarding his stepping down from the Council having left the parish. This would remain an action point.
- Contact regarding the naming of the Hopton South Development had yet to be made. This would remain an action point.
- Approaching the Village Hall Management Committee to propose a meeting to discuss how the Parish Council could support them would remain an action point.

Clerk

- The village's Vehicle Activated Speed Sign (VASS) was to be discussed later in the meeting.
- The Clerk had received a demonstration of the Scribe accounting software for councils. A recommendation to purchase the software would be made later in the meeting.
- Sam Norris, the Knettishall Reserve Warden, had been contacted with an invitation to attend a meeting of the Council for an update on the Reserve.

Cllr Delve

- Cllr Delve reported that she would be making contact with the member of the village who had been kindly been keeping the VASS charged, to discuss its use.
- It was hoped that a community walk with the local community police officer could be scheduled in the coming weeks.

5. Public participation session with respect to items on the agenda and other matters that may be of mutual interest or local concern

A member of the public asked about the use of the Village Hall. It was suggested that this might be discussed at a meeting of councillors with the Village Hall Management Committee.

- 6 a) Report from County and/or District Councillor

Cllr Spicer (SCC) reported that she regularly received correspondence from members for the village about speeding. There were three positions in the village where the VASS could be positioned, and the data gathered should be shared with the police. Cllr Delve agreed to be responsible for progressing the matter and drawing up an action plan.

Cllr Bull had sent a report to the Council which included:

i) Planning: Officers are still awaiting an ecology report from the applicant for the land North of Thelnetham Road.

ii) The Community Governance Interim review: This is an interim review now the SCC boundary changes have been completed essentially to resolve warding arrangements in three towns.

iii) Transport Strategy East: A public consultation has been launched on the draft strategy document which everyone is invited to take part in. This strategy sets a series of priorities for better transport for everyone in the region up to 2050. It is an on-line consultation and closes on 31 January 2022.

iv) Community Restart Grant: In partnership with the County Council and the Community Restart Team at Community Action Suffolk West Suffolk Council are helping to promote this scheme which is designed to support groups across West Suffolk restart or adapt to new ways of working as a result of Covid. Applications can be made for funding of between £250 and £2,500 online at <https://www.communityactionsuffolk.org.uk/suffolk-community-restart>. The closing date is 31st March 2022.

v) Police and Crime Commissioner precept survey: There is a proposal by Tim Passmore as Crime Commissioner to raise the policing element of the council tax precept by £10 to help improve the 101 call answering service. Members of the public can go onto the PCC website to take part in the survey.

vi) The Government are introducing a new Resources and Waste Strategy (RAWs) which has some significant implications for waste collection services. Cllr Bull will report further at a future meeting.

- b) Report from Hopton School

There was nothing to report at this meeting.

- c) Report from Knettishall Reserve Warden

Sam Norris would attend the next meeting.

7. Council to consider response to West Suffolk District Council's Community Governance Review

It was not felt that there were anomalies to the parish's arrangements and no comment was required.

8. Council to consider ideas for Queen's Platinum Jubilee events

The Lord Lieutenant for Suffolk had previously written to all Parish Councils about celebrating The Queen's Platinum Jubilee with a Festival of Suffolk and a programme of local events. Every parish was encouraged to have a Community Champion, and the Council was delighted that Guy Ransom had volunteered to be

Hopton's Jubilee Community Champion and to contact any potential organisers of village events to co-ordinate a programme for the extended bank holiday weekend. Cllr Delve agreed to offer support on behalf of the Council and would report back at the next meeting.

9. Reports from

a. The Chair including correspondence

A concern had been raised about the signposting of some footpaths and bridal ways. Cllr Spicer noted that should there be an issue, this would need to be referred to the County Council.

b. Councillors

Cllr Faiers said that there was a difficulty with grass-cutting around one memorial in the cemetery. He and Cllr Hanks would look into this.

Cllr Delve reported a fallen tree causing an obstruction in Fen Street. Cllr Spicer said that if this was from the verge, it would need to be reported to Highways.

Cllr Hanks updated the Council on the Healing Wood. There had been a very well-attended village planting event; fencing materials had been ordered & delivered; and mulch-matting would be laid in the coming days. A report would appear in the next edition of the parish magazine.

Cllr Shadbolt said he would like to research superfast broadband options for the village and would share his findings in due course. He would also like to create a gallery of village photographs, past and present. The Clerk commented that he was looking into a new village website and that if this proceeded, such a gallery could potentially be put on the website.

10. Planning

- i) No applications had been notified by West Suffolk District Council
- ii) Hopton South development update: there was nothing to report at this meeting

11. Finances

a) Council to approve the budget for 2022/2023

The Clerk presented the draft budget for the Council's approval and referred to the background paper he had circulated. Expenditure in 2022/23 would be set at £9243 as opposed to £8675 for 2021/22, an increase of £568. The budget included some items which had not previously been itemised such as payroll services, website hosting, electricity for the telephone box and the garden waste collection for the cemetery. Allowance had also been made for increased staff costs with the minimum wage increasing from £8.91 to £9.50 in April 2022. Income from sources other than the Precept e.g cemetery fees, was estimated at £600, leaving a balance of £8643 to be covered. The budget allowed for a contribution of £600 from reserves, an increase of £200 on 2021/22, resulting in a Precept of £8043 as opposed to last year's Precept of £7736 (£7799 less a £63 Local Council Tax Covid Support Grant), an increase of £307. This would result in an increase of 69 pence (2.25%) for a Band D property, from £30.61 to £31.30 a year.

The Council adopted the budget unanimously.

b) Chair & Clerk to sign the Precept Application 2022/2023

The Precept Application for £8043 was signed by the Chair & Clerk.

c) Recommendation that the Council adopts Scribe software for Council accounts, to facilitate effective reporting, budgeting, oversight & auditing and also legacy planning.

The Council accepted the recommendation.

d) Council to approve the payments schedule

The payments schedule was agreed.

12. Items from Councillors to be added to the next agenda.

Cllr Delve requested that the Platinum Jubilee be a standing item.

13. Council to review dates of meetings for 2022.

It was agreed that the Council would continue to meet on the second Monday of each month during 2022, with a break in the summer. The next meeting would be scheduled for Monday 14th February.

Nicholas Spring, Clerk to the Council (Telephone 07813396404 & email hoptonpc@outlook.com)