

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

Minutes of the meeting held on Monday 14th March 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 11th April 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, D. Faiers, B. Shadbolt and Cllr Spicer (SCC) & Cllr C. Bull (WSDC)

Three members of the public were also present.

1. Public participation session

No issues were raised.

2. a) Reports from the County and/or District Councillor

County Councillor:

Cllr Spicer reported on the outbreak of bird flu. Hopton was now within a three-mile radius of an outbreak and all birds should be in a covered enclosure, locked up and ideally inside. An update would be posted on the Hopton Facebook page.

Issues with parking charges and the arrangements for disabled parking at Knettishall Reserve would be looked into.

District Councillor

Cllr Bull reported on the following

- The District Council was considering the provision of more fast chargers for electric cars in the West Suffolk area
- The 2022 Christmas Fayre in BSE would follow a similar format to the 2021 Fayre and would take place over five days
- There would be a £150 Council Tax rebate for Band A-D properties, as announced by the government, and the Council would be processing this.
- Norfolk & Suffolk were investing £6.5 million in exploring sustainable flood management and details can be found at www.reclaimtherain.org

3. Apologies for absence

Apologies for absence had been received from Cllr Delve

4. Members' declarations of interests

None

5. To approve as accurate the minutes of the meeting held on Monday 14th February 2022

The minutes were agreed as accurate.

6. To review any action points highlighted in the minutes of Monday 14th February 2022

The matter of changes to a memorial in the graveyard would be carried forward.

7. Queen's Platinum Jubilee (Cllr Delve)

The launch meeting would be held on 18th March at The Bowls Club. Posters had been put up and the meeting would be advertised on the village Facebook page.

8. Reports from

- a. The Chair
- b. Councillors

No reports were presented.

9. Planning

i. To consider the Parish Council's responses to any planning application consultations

Application DC/22/0263/HH: Householder planning application – single storey side extension – Millars Cottage, Mill Lane, Hopton IP22 2RG

The Council agreed to support the application.

ii Hopton South development update (if any)

The Chair had heard that discussions were taking place between Burgess Homes and Anglian Water which had delayed the anticipated start date of the development.

10. Council to review the following:

- Asset Register

The Asset Register had been updated to include the benches which had been purchased for the Healing Wood and was agreed as accurate.

- Risk Assessment

The Risk Assessment was readopted.

- Privacy Statement

The Privacy Statement had been updated with the new Clerk's contact details and was readopted. The Clerk would explore dedicated Parish Council email addresses for

councillors which would enhance the security of any personal data for which the Council was responsible.

11. Finances

- Council to receive the March Financial Report

The Clerk had circulated the Summary Financial Report to 11th March. An end of year budget surplus was forecast without the use of any reserves. The Clerk reported that a VAT claim had been submitted to HMRC for the period 01.01.2021- 28.02.2022.

The issue of the contract with Vertas for grass-cutting was yet to be resolved. It had been thought that a five-year contract had been entered into as of 1st April 2021, but it has transpired that only a one-year contract had been signed. It was agreed in principle that a five-year contract was a good idea. The Clerk would report back to the next meeting.

- Council to approve the Payments Schedule

The Payments Schedule was approved.

- Council to consider the recommendation that Heelis & Lodge be appointed to undertake the internal audit for 2021/2022

The Council agreed to the appointment of Heelis & Lodge and the Chair signed a letter requesting that they undertake the internal audit.

12. Date of next meeting: Monday 11th April 2022, following the Knettishall and Hopton Annual Parish Meetings at 7pm

This was agreed.

The meeting closed at 8.15 pm

**Nicholas Spring, Clerk to the Council
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