

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

The following minutes will be submitted for approval & signing by the Chair at the next meeting of the Parish Council. If any changes are made to the minutes at that meeting, a correction will be notified on the website.

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

MINUTES

Date: Monday 9th May 2022
Time: 7pm
Venue: Hopton Village Hall

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

members of the public were also present.

1. Election of the Chair, followed by signing of the Declaration of Acceptance of Office.

Cllr Macklin Horsfall was re-elected as Chair for the coming year and signed the Acceptance of Office.

2. Election of the Vice Chair

Cllr Hanks was re-elected as Vice-Chair for the coming year.

3. Public participation session

No issues were raised.

4. Reports from the County and/or the District Councillor

Cllr Bull (WSDC) suggested that the Parish Council might like to consider drawing up an Emergency Plan for the Village, covering for example major flooding. She also drew attention to the Voluntary Network which provided community transport and would provide further details. She hoped to be able to submit information on recycling in a suitable format to the Parish Magazine. As to the Council Tax rebate for Bands A-D, those paying by direct debit should have received it by the end of April with others receiving a letter on how the rebate would be made. Cllr Bull reported that the planning application for 47 dwellings in Thelnetham Road had gone to the Planning Inspectorate for a decision, the applicant having appealed on the grounds of non-determination. The District Council had informed the Inspectorate that it recommended refusal as the application did not conform to planning policy.

Cllr Spicer (SCC) reported that she had contacted County Farms regarding the matter of the report of a fallen tree in Olive's Throat. It transpired that they had cleared a tree some time ago but had not received a report that a second tree had

fallen. The second tree has now been cleared after the Clerk posted it. It was agreed that to avoid such confusion in future, it was best if the member of public who discovered an issue reported it directly using the reporting tool or contact details provided on the homepage of the village website.

Cllr Spicer also reported that the Chair of the Queen's Jubilee Canopy in Suffolk would like to visit the Healing Wood and arrangements would be made. Cllr Hanks commented that it was the intention to put up signage in the coming months.

5. Apologies for absence

None

6. Members' declaration of interests

Cllr Capon declared an interest should the cemetery grass-cutting contract with Vertas be discussed.

7. To approve as accurate the minutes of the meeting held on 11th April 2022

The minutes were approved and signed by the Chair.

8. To review any action points highlighted in the minutes of the meeting held on 11th April 2022

Cllr Macklin reported that she had replied to the letters from the Primary School pupils who had written about play equipment for the older children and about the new development in the village.

9. Councillors to adopt the Local Government Association's Model Councillor Code of Conduct (2020)

The Council agreed to adopt the LGA Councillor Code of Conduct.

10. To review the following

- a) Standing Orders
- b) Financial Regulations
- c) Financial Risk Assessment
- d) Grant Awarding Policy
- e) Complaints Procedure
- f) Data Protection Policy and Privacy Notice
- g) Document and Electronic Data Retention Policy
- h) Freedom of Information Policy and Publication Scheme
- i) Councillor Responsibilities
- j) Dates of Meetings for the period June 2022 to May 2023

The Council reviewed items a) to h) and re-adopted them. The Standing Orders, Financial Regulations and Financial Assessment would be reviewed every year and d) to h) periodically.

The Council reviewed roles and a revised outline will be posted on the website.

The Council reviewed the proposed dates of meetings to the next Annual Meeting and approved them with one amendment, moving the April meeting from 10th April to 17th April.

11. Queen's Platinum Jubilee, including any grants to village events

Cllr Delve reported on the work of the volunteer group co-ordinating the Village's Platinum Jubilee programme. She reported that flyers had been circulated to all household and these also publicised the Tea Dance which was being sponsored by the Parish Council and the Open Gardens event. The Fete would not now take place as the idea of combining it with the School Fete had not worked. She encouraged anyone thinking of attending any of the events to sign up as soon as possible.

The Council agreed to provide £300 from reserves to pay for the band at the tea dance on Friday 3rd June.

The Council also agreed to make a grant of £500 from reserves to the Bowls Club to pay for the band at the Barn Dance on Friday 3rd June. The Clerk would communicate the terms.

Cllr Bull would be making a grant from her WSDC locality budget to the Bowls Club to pay for the band at the Musical Extravaganza on Sunday 5th June. She would also be making a grant to the Parish Council to fund the presentation of commemorative mugs to all children in the parish of primary school age.

The Council had received a variety of village memorabilia covering 1952-2022 and would scan and return these as soon as possible. It was hoped that some early photographs of buildings which had been constructed during the last seventy years, such as the Village Hall, the High Street Chapel and the Bowls Club, could be found.

12. Reports from

a) The Chair

The Chair reported on a meeting with Simon Burgess of Burgess Homes regarding the Hopton South development. Details of the plans and conditions and S106 developer contributions can be found on the West Suffolk District Council website.

b) Councillors

Cllr Delve reported on Crooke's Corner and the Friendship Bench. The turf had been laid and planting & gravelling was planned for the weekend of 21st /22nd of May. The project should come in at less than forecast and it was appreciated that Rolling Stone were not charging for any of the extras on top of the gravel. Thanks were expressed to Cllr Delve and also Luke Delve for all their work on the project.

Cllr Delve said that she hoped that a police walk would soon take place to include Knettishall.

Cllr Delve also reported on the poor condition of some of the Boardwalk.

13. Update on email addresses for councillors

The Clerk would be setting up the email addresses and providing details on configuring them

14. Planning

- a) To consider the Parish Council's response to any planning consultations notified by the District Council up to the date of the meeting including:

DC/22/0563/FUL 31A Nethergate Street Hopton Suffolk IP22 2QZ
One dwelling including garaging and associated works (demolition of existing dwelling and associated buildings)

The Council agreed to support the application.

- b) Hopton South update (if any)

The Chair reported earlier in the meeting.

15. Finances

- a) Council to receive the monthly Financial Report

The monthly Financial Report was received.

- b) Council to approve the monthly Payments Schedule

The Payments Schedule was approved, including Jubilee mugs to be presented to all children in the parish of primary school age. This would be mostly funded by a grant from Cllr Bull's locality budget.

16. Date of Next meeting: Monday 13th June 2022

The meeting closed at 9.25pm