

## Hartest Parish Council

Minutes of The Annual Meeting held in The Boxted & Hartest Institute on Tuesday 18 May 2004 after the Annual Parish Meeting

Present: Cllrs Rachel Irvine (Chairman), James Long (Vice Chairman)  
Saxon Gotts, Mary Gough, Robin Oaten, Jo Pask, John Schofield.  
Apologies for absence were received from Mr Richard Kemp – District Councillor (on holiday)

Attending: Mr David Morbey (Clerk to the Council) 2 members of the public

---

### 04/19 Election of Chairman

Nominations: Cllr James Long: proposed Cllr Gough, seconded Cllr Gotts. Cllr Rachel Irvine: proposed Cllr Schofield, seconded Cllr Pask. Cllr Long was grateful but declined to accept his nomination. Cllr Irvine being the only nomination was declared Chairman. **Carried** Cllr Irvine signed a declaration of acceptance of office.

### 04/20 Election of Vice chairman

Nominations: Cllr James Long: proposed Cllr Pask, seconded Cllr Oaten. There being no other nominations, Cllr Long was declared Vice Chairman. **Carried**

### 04/21 Declarations of interest

Cllr Gotts – grass cutting contract

### 04/22 Minutes of the meeting held on 8 April 2004

The minutes were confirmed and signed as a correct record. Proposed by Cllr Long, seconded Cllr Gotts. **Carried**

Meeting suspended for public forum at which one member of the public raised 3 topics which the Council noted.

### 04/23 Matters arising from the meetings held on 16 March and 8 April

From 8 April meeting minute 04/17. The Council was informed that because The Institute Committee did not wish their bins to be used for rubbish from the fete, the Fete Committee would probably hire a large wheeled bin instead.

### 04/24 Finance

<b>a. balances at 1 April</b>	Current Account	£396.03
	Capital Reserve Account	£3693.97
	Halifax Guaranteed Reserve	£4064.53

**b. receipts since 1 April** £2500.00 precept paid to Capital Reserve Account.

**c. financial statement** The Clerk outlined to Council the new style financial statement, which combined the current position with a projected cash flow for the year and projected balances at year end. It also showed the amounts of money remaining in each of the four reserved funds carried forward from previous years. These are: Green enhancement £3000.00, Locality budget £680.00, Environment footpaths £373.32, Environment composting £445.82. The cash flow showed that after items to be approved at this meeting and taking account of expected income and expenditure, the projected total balances at year end, excluding reserved funds would amount to £960.48. The 2004/05 budget was projected to overspend by £701.04. This would be caused mainly by overspend on budget figures relating to grass maintenance, clerk's wages and the Parish Plan.

**d. Insurance** The Clerk told Council that the annual premium now being requested from Allianze Cornhill (AC) was £223.59. He had approached the company for a discount and had been told that if The Council agreed to insure with AC for 3 years, they will offer a 5% discount on the premium. This 3 year retaining clause would only apply if there was no increase in premiums. If there is a premium increase at renewal, then we have no obligation to remain with AC. The Clerk informed Council that with the new litter bins now installed he had requested from AC the additional premium to insure them for all risks and had been told that the additional premium would be £12.92 per annum. AC had agreed to add this additional insurance at no cost to Council until renewal on 1 June. During discussion it was felt that it may be possible to get a cheaper quotation from Suffolk Acre. It was also thought that Council property such as the litter bins, notice board, village sign, seats and benches, cemetery railings should be insured in future if the cost was not too high. It was agreed that payment to Allianze Cornhill should not be made at present until The Clerk had investigated other insurers and received quotations for the additional property insurance. **Action Clerk**

#### **e. payments to be approved**

Clerk D Morbey £9.99 registration of Hartest domain name  
Clerk D Morbey £447.60 wages and expenses  
Retired Clerk M Schosland £82.87 wages and expenses  
D Gotts £624.50 grass maintenance  
Babergh D.C. £48.71 cemetery rates  
The Institute £31.50 hall hire  
Suffolk Acre £20.00 annual subscription  
SALC £205.93 annual subscription  
Allianze Cornhill £223.59 insurance

There was discussion on the large rise in subscription for SALC. Council was not convinced that membership was worth such a large sum. The Clerk was asked to write to SALC asking why there had been such a large rise and to request a reduced subscription. **Action Clerk**

With the exception of the payments to Allianze Cornhill and SALC, the payments were approved. Proposed Cllr Schofield, seconded Cllr Oaten. **Carried**

**f. audit** Papers had been received from Lubbock Fine. Council agreed to ask Mrs Griggs, the Clerk at Lawshall to be our auditor as last year. Proposed Cllr Long **Carried** **Action Clerk**

#### **04/25 Planning**

##### **b) Babergh decisions:**

B/04/00051/FHA 3 The Row Hartest, IP29 4DL Erection of two storey side and rear extension and front porch, construction of new vehicular access. Approved, subject to various approvals by Babergh and Highways.

B/04/00391/FUL

Peartree Farm, Brockley Road, Hartest, IP29 4EQ Erection of two-storey dwelling (following demolition of existing dwelling), Alterations to vehicular access. Approved subject to vehicular restrictions on manoeuvring area, and the dwelling limited to occupancy by those employed in agriculture in the locality.

#### **04/26 Transport and environment**

**a. bus shelter** The Clerk had met with Garry Trotter from SCC. He is to contact bus companies for numbers arriving and departing at Hartest. He was to report back with findings before this meeting, but hadn't done so.

##### **b. recycling site**

Cllr Gough suggested re-siting the facility back onto The Green where it had been previously. The school would not be able to accept it. Cllr Long said a site on the edge of the village would be best to minimise disturbance, but that a site in the centre would be best for ease of access although this would inevitably offend some people. He asked if this should be the over-riding concern? Should the views of a small number dictate to the majority of the village? He said that some villages had opted for multi-colour bottle banks to make things easier. It was suggested that the garage could be approached as a possible site and that a note be put into Contact for site suggestions from villagers. **Action Clerk**

**c. highway repairs.** The Clerk had contacted highways to request that The Street be repaired at the same time as other work around The Green, but was told that it didn't reduce costs to do all the work together. He had been unable to get a starting date for The Street repairs. Other work has been done around the Green and at other locations. It was noted that highways had added tarmac to the start of the wheel tracks at the south of The Green and the Clerk was asked to contact highways to have it removed as this is not a roadway. **Action Clerk**

#### **04/27 Green, Cemetery and Churchyard.**

##### **a. Green enhancement**

A report received from Anita Seymour at Babergh following up on the meeting held on The Green in March had been received and circulated to Councillors. Her main report was still awaited. It was agreed to defer any discussions until the next meeting.

##### **b. litter bin installation and steps repair**

The bins have been installed and reaction has been very favourable. The Clerk is to arrange with Babergh for the regular emptying to commence. **Action Clerk** The steps have been repaired, but due to their design, bull nosed bricks cannot be added, so the original bricks have been repaired instead.

##### **c. grass cutting contract**

Cllr Gotts left the room for this item. Tenders were sent out to Paul Young, David Gotts, Chris King, and the firm Lawns, Fields and Gardens. Other contractors were not prepared to quote due to the lateness of the tender this year. Two replies were received: Paul Young (now trading with another company): total £8200 plus VAT. David Gotts: (estimated total by the Clerk from prices returned) £2217.00 as Mr Gotts had not quoted exactly according to the tender and his reply did not limit the number of cuts and specified that he or his representative would determine the cutting schedule and specification. Both quotations exceeded the budget set for grass maintenance. There was a discussion on how The Green should look and the effect of the number of cuts made annually. Cllr Gough said that if Mr Gotts was awarded the contract he, as the expert, should be allowed to determine the timetable of cuts, although she remarked that The Green now looked rather over-immaculate and a bit suburban. There was some sympathy for this view. Cllr Long suggested, as a cost saving measure, asking the Church to contribute to the cut immediately before the Fete, but this was vigorously opposed by Cllr Schofield. It was decided to award the grass cutting contract to Mr Gotts for a period of one year. Proposed by Cllr Gough, seconded by Cllr Oaten. **Carried** **Action Clerk**

#### **d. dog fouling**

It had been drawn to the Clerk's attention that dog fouling on The Green was causing problems for residents and to the grass cutter. It was thought that dog mess bins would not be suitable around The Green. Councillors were asked to try to ascertain if this was a serious problem. **Action Councillors**

#### **e. cemetery gates**

As some Councillors had not yet managed to inspect the gates, it was agreed to defer this item until the next meeting. **Action Councillors**

#### **04/28 Parish Plan**

The Steering Group funding application to The Countryside Agency has been approved with some minor modifications to the budget. The revised budget is awaited from the Steering Group. **Action Cllrs Pask and Gough** The first instalment of the grant is expected to be paid soon into the Council current account.

#### **04/29 Council meeting re-scheduling**

The Council is being asked to move from its traditional slot of bi-monthly Tuesdays because the Yoga Class which meets weekly on Tuesdays find that moving to the School for one meeting every eight is inconvenient due to the increased numbers now in the Yoga Class as a result of them having to abandon the daytime meetings because the Pre School Group now uses The Institute every day. Mondays would be acceptable to The Institute. Cllr Gotts said that The Council should be able to retain its traditional slot although she had no objection of moving to a Monday. Cllr Long was disappointed that the Council was being forced to change days. Cllr Schofield recognised the problem the Pre School was having on Institute bookings. Cllr Gough asked if the school as an alternative venue would be less or more expensive. **Action Clerk** It was agreed to change the date of the next meeting to Monday 19 July and to start the meeting earlier at 7.00pm. **Action Clerk**

#### **Date of next meeting**

Monday 19 July at 7.00pm in The Institute