

**MINUTES OF PARISH COUNCIL MEETING HELD ON
MONDAY 9 NOVEMBER 2009 AT 7.30pm IN THE VILLAGE HUT**

Present: Julie Collett (Chair)
Esther Munns
David Collett
Stephen Harrison
Sue Tyler
Edward Watson
Clerk : Sue Brewer

Also present: Stephen Burroughes (District Councillor)

Three members of the village were also in attendance.

The meeting started at 7.30pm.

020.09 Julie welcomed everyone to the meeting and said that apologies for absence had been received from Cllr. Sara Back.

021.09 There was no declaration of personal and/or prejudicial interests in items on the agenda from Councillors.

022.09 **Minutes**

a. Minutes of the Parish Council meeting held on 28 September 2009 were approved and signed as an accurate record.

b. Minutes of the Parish Council Planning Meeting held on 19 October 2009 were approved and signed as an accurate record.

023.09 **Progress reports**

a. Chair: (i) Julie told the meeting that a request had gone in the Huntingfield Hare for a volunteer to act as Neighbourhood Watch Co-ordinator but that there had been no response.

(ii) Julie said that six people from the parish had committed to use the mobile library if it were to recommence stopping in the village; Parish Clerk to inform the Coastal Mobile Library manager.

(iii) Julie said that further to Minute 004.09(a)(ii) she would pursue the matter of bins in the road with Suffolk Coastal District Council.

b. Clerk: Sue said that further to Minute 004.09 (a)(i) she had written to a resident in Bridge Street about the Council's concerns that an accident could be caused by the parked car in the narrow street and had received a message in response saying that a hardstanding space is required at the alternative parking site. It was agreed that Julie should speak to Suffolk Constabulary about the problem.

c. New Village Hall Committee Chair: Edward said that the Architects have been appointed and a design brief given. There will be a village meeting on 30 November to meet the architects. Funding is sufficient to get to the planning stage and approval will be sought by the end of March 2010.

024.09 **Correspondence**

17.09.09 SCDC Efficiency Consultation – a response to this document will now be considered at the next Parish Council meeting.

025.09 **Planning matters**

C09/1563 : Low Farm, Cratfield Road, Huntingfield IP19 0QB. Construction of a 12,000 Bird Free Range Egg Production Unit. It was agreed to support this application on condition that it is suggested to the developer that construction vehicles should not drive through the village.

026.09 **Finance**

a. The following payments since last meeting were approved: Royal British Legion for poppy wreath £16.50, Sue Lucas for Hare expenses £58.40 and Huntingfield New Village Hall fund £2000 (from reserves as in Clerk's financial report Minute 007.09(c)).

b. The following receipts since last meeting were approved: SCDC precept £1800.00, Hare advertising £145.00, Transfer from petty cash £81.25, Bottle Bank £56.66 and Heveningham Hall Country Fair Trust £1000.00.

c. Clerk's financial report: Sue B told the meeting that the balance of PC funds at 30.09.09 was £7061.51 in credit and that her projection to financial year end is £9745.69 in credit. It was agreed that use of this underspend would be considered at the next Parish Council meeting rather than this.

d. The payment of £1000 from Heveningham Hall Country Fair Trust into the Huntingfield New Village Hall fund was agreed.

027.09 **Website.** Edward said he had circulated the test site www.huntingfield.org which everyone was happy with. It was agreed that there will not be a separate Huntingfield section on the onesuffolk.co.uk site but that Edward will speak to onesuffolk about having a link from their site directory to the huntingfield.org site. Also it was agreed that Stephen will transfer ownership of the site to the Parish Council and advise if there is to be a small annual hosting charge.

028.09 **Sewage smell.** The offensive sewage smell in centre of the village was discussed. Julie urged people to ring Anglia Water individually as stated on notices posted, and to copy her in when writing letters of complaint. Julie adjourned the meeting to allow comments from the floor. A letter had been sent to MP John Gummer on 17th October. To date a response had not been received. Stephen Burroughes agreed to chase this and inform Julie accordingly.

029.09 **Suffolk ACRE Group Personal Accident insurance for volunteers** was discussed as there is currently no cover for this. It was agreed that the level of capital sum will also be discussed at the next meeting and that Julie and Sue B should investigate the amalgamation of all existing village insurance policies into one in order to avoid duplication and save money.

030.09 **Road signage**

(a) It was agreed in principle that an application should go to Suffolk County Council for 'Single track road with passing places' signs at some junctions in the village. Sue B will write to SCC for information on the advantages of having these signs.

(b) Consideration was given to applying for road name signs in the village but this was not favoured as they are easily damaged.

031.09 **Town Estate Charity:** It was agreed that a request would go to the Revd. Tony Norton that if a Trustee were to resign, he should inform the Parish Council as it is responsible for nominating Trustees.

032.09 **Training:** Sue B. will email Councillors with more details of training available.

033.09 **Purchases**

(a) The purchase of a flower container to cover the new water meters on the village green was considered but not agreed. Instead it will be painted green and used as a base for the Huntingfield Arms' board.

(b) Purchase of the following reference books was agreed as long as they cannot be found cheaper elsewhere:

Local Council Administration – Charles Arnold Baker (8th edition) £55.00

The Local Council Clerk's Guide – Paul Clayden (19th edition) £15.00

(prices include reduction for SALC members).

034.09 **Councillors' reports and items for future agenda:** Julie told the meeting of an invitation from Cookpole Energy Action to their "Community Wind Power Launch" on 26th November. Details of their website for more information about the project are www.energyaction.org.uk.

035.09 **Date of next meeting.** January or February 2010. To be circulated in due course.

The meeting ended at 8.55pm

Signed:

Date:

Confidential

Attachment to Minutes of the Huntingfield Parish Council held on 09.11.09 page 1 of 1

Pursuant to Section 1(s) of the Public Bodies (Admission to Meetings) Act 1960 and due to the confidential nature of the business to be transacted, item 036.09 was discussed after members of the public and the Parish Clerk had left the building.

036.09 **Employment matter:** The Parish Clerk's contract of employment was discussed. It was agreed to increase the clerk's salary gradually due to the size required of the increase. The pay at year ended May 2010 £1000, year ended May 2011 £1500 and by year ended May 2012 the correct amount as per the scale. Concerns were also raised about the contract. This will be looked at and ready for agreement and signature at next meeting.

The meeting closed at 9.30pm

Signed:

Date: