



Heveningham Parish Council

Minutes of the meeting of Heveningham Parish Council held on Wednesday 17th July 2024 at the Hub in Huntingfield at 7pm.

Councillors Attending: Cllr Sam Fairs (Chair), Cllr Mercedes Gladwell, Cllr Clare Fairs

Also Attending: District Cllr Julia Ewart, Sue Downs (Community Action Suffolk), 7 Residents & Angela Colbridge (Clerk & RFO).

67.24 Apologies and approval of absences. Apologies received and accepted from Cllrs Sophie Morphey, Ian MacFarlane, Georgina Lee and Jenny Feeney and County Councillor Stephen Burroughes.

The chair welcomed everyone to the meeting.

68.24 To receive Declarations of Interest. None

69.24 To consider requests for Dispensations. None

70.24 To resolve that the minutes of the annual meeting of the council held on 15th May 2024 are a true and correct record. Minutes agreed and signed as correct. Proposed by Cllr Gladwell, seconded by Cllr C Fairs.

71.24 Public participation session (15 Minutes) to include County and District Councillors', Footpath and Tree Wardens' reports and an update from the Police.uk website.

The parish council were made aware of an incident of an oil and petrol spill onto the highway, from a car, which was subsequently made safe by residents. It was queried whether certain areas have permitted parking. It was suggested that any queries or concerns can be reported via the Suffolk Highways online reporting tool for clarity.

District Cllr Julia Ewart highlighted some points from the report which is available to view in full on the parish council website. Cllr Ewart noted that there are currently 13 Nationally Significant Infrastructure Projects impacting Suffolk Coastal. Although Heveningham is on the periphery, there could be an impact on the village. Cllr Ewart noted that if anyone knows of families struggling to secure a school placement for their child in September, in particular children with special educational needs, to be in touch with her for support.

The Suffolk County Council report from Cllr Stephen Burroughes is available to view on the parish council website. The Clerk highlighted some incidents of doorstep callers and for residents to be wary.

The Clerk reported the following from the Police.UK website – April 1 x reported crime on or near Barell's Hill under the category burglary. May 1 x reported crime on or near Clay Hill under the category of burglary

Footpath and Tree Wardens – No reports

72.24 Agenda item 9i was brought forward – Rural Exception Sites/Potential Housing Sites in Heveningham. Following recent correspondence from East Suffolk Council regarding a potential need for housing in Heveningham, Sue Downs, Rural Housing Enabler at Community Action Suffolk, gave an overview of what Rural Exception Sites are and the benefits that they can bring to the community. The Chair thanked Sue for coming to the meeting to explain and take questions. The council may take the opportunity to discuss this further when there is a full commitment of councillors present.

73.24 To receive an update from Heveningham PCC-Cllr Ian MacFarlane. In the absence of Cllr MacFarlane, a resident reported that the quinquennial report has recently been completed. The PCC team is hard working. The coffee mornings, currently held once a month, are doing well.

74.24 To consider Planning Applications. To consider any applications received. None received

75.24 Finance



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- a. **To review and approve statement of accounts for July 2024. Approved.**
- b. **To review and approve the Bank Reconciliation for July 2024. Approved.**
- c. **To authorise the following payments.**

A Colbridge	Salary	£777.55
HMRC	Tax	£194.20
A Colbridge	Expenses	£57.78
Henstead Parish Council	SALC training	£35

Payments approved. Proposed by Cllr Gladwell, seconded by Cllr C Fairs.

- d. **To approve receipts:**

The Clerk noted the receipt of £18,915.00 from the lottery grant into the bank account on 22/03/2024.

- e. **Mandate Change.** The Clerk noted that the bank mandate to change the contact details to the new clerk is now complete.

76.24 To consider any correspondence.

i) East Suffolk Council/Resident – Funding opportunity for tree planting. The Clerk gave details of two funding opportunities which may be relevant to the required trees for Bell Meadow. The Clerk will liaise with Cllr Gladwell and look into both of these funding opportunities.

ii) Huntingfield Parish Council – Joint Neighbourhood Plan. The Clerk informed council that there is currently not the personnel in Huntingfield to take on this large project. It was agreed that Heveningham parish council would not look into this further at the current time but may add it back onto the agenda in the future if it was felt necessary and there was the support for it.

iii) Residents – HGV's in the village. Residents have reported recent incidents involving HGV's in the village, specifically drivers using The Street. After a lengthy discussion, it was agreed that the current signage to deter HGV's is in the wrong location, confusing drivers. The Clerk will contact SCC Cllr Burroughes and the Suffolk Highways Community Liaison Engineer to address this issue and request that the signs are relocated to more suitable positions to give clarity on the best route for HGV drivers to take.

Resident concerns have also been received regarding the speed of traffic on Heveningham Long Lane. The Clerk is liaising with SCC Cllr Burroughes and the SCC Community Liaison Engineer. One suggestion that might help is for residents and landowners to keep their hedges cut back to maintain good visibility. Also, it was suggested that booking the Police mobile speed unit might help as a deterrent and possible 'watch your speed' or equivalent signage. The Clerk will look into this.

iv) Therese Coffey – Broadband in the village. Following the recent election, contact has been made with Jenny Riddell-Carpenter, the new MP for Suffolk Coastal, kindly requesting that the lack of Broadband in the village, which the former MP was looking into, is followed up.

77.24 Heveningham Flood Resistance Group. No update. It was requested that the river walk to identify potential issues be organised before the September meeting. It was suggested that effected residents arrange a suitable date with the relevant persons. Cllr S Fairs will attend the walk.

78.24 Bell Meadow update. The Clerk noted that the Bell Meadow land is currently unregistered, the Clerk is to look into registering the land. Three insurance companies have been approached to quote for the parish council insurance to include a zipwire at the play area. It was thought that the quotes received were significantly higher than the current annual price. The PC are able to use the lottery grant funding towards an alternative piece of play equipment if the older children of the village are consulted. This will be considered. Cllr Gladwell will obtain additional quotes for the Playready shelter before purchase is agreed. Cllr Gladwell reported that regular cuts have been made but there are areas missed by the cuts which need strimming. It was agreed that one days strimming could be arranged and funded by the parish council. **Proposed by Cllr C Fairs, seconded by Cllr Gladwell.** Cllr Gladwell will confirm the cost quoted to fix the gate post. A short discussion was held on the maintenance of Bell Meadow going forward and costs that this might incur.

79.24 Triangle of Land adjoining the Glebe update. Cllr S Fairs reported that he is still looking into the possibility of securing the land as parish land and will hopefully be in a position to provide an update at the next meeting of the parish council.



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80.24 Financial Regulations – Review and adopt. On a proposition from Cllr C Fairs, seconded by Cllr Gladwell, it was agreed to adopt the revised Financial Regulations which are based on the new NALC Model Financial Regulations.

81.24 To review any direct debits and standing orders. On a proposition from Cllr Gladwell, seconded by Cllr C Fairs, the following direct debits/standing orders were agreed: ICO Data Protection Renewal Fee; Community Action Suffolk/One Suffolk Website Hosting Fee.

82.24 Any other business. It was noted that the pads for the defibrillator are due to expire on 31st October 2024. It was agreed that the new pads could be ordered between meetings, if required, to ensure that they are delivered on time. **Proposed by Cllr C Fairs, seconded by Cllr Gladwell.**

83.24 Items for consideration for inclusion on the next agenda.
Christmas Tree Planning

84.24 To agree the date for the next meeting. The next meeting will be held on Wednesday 18th September in the church at 7pm.

The meeting closed at 21.02.

Minutes agreed.

Chairman _____ Date _____

Angela Colbridge 18th July 2024.
Clerk to Heveningham Parish Council.
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