



Heveningham Parish Council

Minutes of the meeting of Heveningham Parish Council held on Wednesday 20th March 2024 at the Hub in Huntingfield at 7pm.

Councillors Attending: Cllr Sam Fairs (Chair), Cllr Sophie Morphey, Cllr Jenny Feeney, Cllr Ian MacFarlane, Cllr Georgina Lee.

Also Attending: District Cllr Julia Ewart, 8 Residents & Angela Colbridge (Clerk & RFO).

28.24 Apologies and approval of absences. Apologies received and accepted from Cllrs Clare Fairs & Mercedes Gladwell and County Councillor Stephen Burroughes. Cllr Morphey apologised that she would have to leave the meeting before 8pm.

The chair introduced and welcomed the new clerk and thanked her for taking on the role.

29.24 To receive Declarations of Interest. None

30.24 To consider requests for Dispensations. None

31.24 To resolve that the minutes of the standard meeting of the council held on 17th January 2024 are a true and correct record. Minutes agreed and signed as correct. Proposed by Cllr Morphy, seconded by Cllr MacFarlane.

To resolve that the minutes of the extraordinary meeting of the council held on 29th January 2024 are a true and correct record. Minutes agreed and signed as correct. Proposed by Cllr Feeney, seconded by Cllr Lee.

32.24 Public participation session (15 Minutes) to include County and District Councillors', Footpath and Tree Wardens' reports.

It was reported to the council that there is a tree on the triangle of land adjacent to the Glebe which is overhanging cables. This has been reported to UK Power who will visit the site to assess. It was suggested that UK Power are contacted so that any planned site visit can be accompanied by a resident or councillor to ensure that the tree, if healthy, is not cut down completely.

District Cllr Julia Ewart highlighted that a number of local projects have recently received grant funding. The full report is available to view on the parish council website. It was suggested that a representative be put forward to join the Community Partnership and attend the next meeting to be held in April at The Hub in Huntingfield. It was suggested that the PC joins the Rural Services Network Clerk will look into this.

The Suffolk County Council report from Cllr Stephen Burroughes is available to view on the parish council website. The Chair highlighted some relevant points from the report.

The Clerk reported the following from the Police.UK website – 1 x reported crime on or near Barell's Hill under the category of anti-social behaviour.

Footpath and Tree Wardens – No reports

33.24 To receive an update from Heveningham PCC-Cllr Ian MacFarlane. Cllr MacFarlane reported that, at the PCC meeting on 7th February, it was agreed a set of ladders would be purchased to access the Belfry. New LED bulbs have been purchased for the Chancel which has made a positive difference. There will be an Easter Pilgrimage around the benefice on 23rd March, visiting St. Mary's between 1:30 and 2:30pm. The APCM will take place on May 1st at The Hub, commencing at 7pm. Internet coverage to the church tower has been installed enabling the use of a gift aid machine. A discussion was held on the possibility of rolling this out to give coverage to the villages, subject to consideration of tariffs. It was suggested that the Clerk contacts the local MP to seek support on the possibility of fibre broadband becoming available in the village.

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

Cllr Ewart noted that the proposed Cockfield Hall project will be going to committee.



Heveningham Parish Council

35.24 Finance

- a. **To review and approve statement of accounts for March 2024.** Balance in account stands at £4137.19 general funds and £2616.37 CIL funds, giving a total in account £6753.56
- b. **To review and approve the Bank Reconciliation for March 2024.** Approved.
- c. **To approve the Authorisation to Pay.** Payments of £849.77 plus VAT £3.67 approved.
- d. **To approve receipts:**
None received
- e. **SALC membership price increase 2024-2025** The clerk noted there will be an increase of 3%.

36.24 To consider any correspondence.

i) Requests for a bottle bank in the village – A discussion was held on the possibility of acquiring a bottle bank for the village. There were no thoughts on obvious locations where the bottle bank might be sited with large lorry access required. Ideas of any possible locations to be brought to the next meeting. It was queried why glass is not collected for recycling in Suffolk. Cllr Ewart will look into this. It was noted that there are local bring sites where glass can be recycled, including The Hub in Huntingfield and further sites in Cratfield, Sibton and Walpole.

ii) Repainting of road markings – It was noted that the white lines at the end of the Heveningham high road have now been repainted.

A discussion was held on pot holes in the village. It was suggested that, if anyone notices any new potholes that have not been highlighted by the council, they should report them on the Suffolk Highways online reporting tool or inform the parish council so that they can report them to Suffolk Highways. Bank slippage on Low Road, close to the junction with Church Road, has been reported to Suffolk Highways. An update on the painting of roundels was requested. The Clerk will look into this.

37.24 Heveningham Flood Resistance Group. Information has been sought on where responsibility lies with clearing ditches and whether this is with the council, the environment agency or riparian owners, no confirmed update at this stage. Cllr Ewart is going to try and get some more information. The clerk noted that a representative from Ubbeston Parish Council would be liaising on flooding issues.

The ownership of a boundary ditch with Bell Meadow was queried. Advice was given to contact Land Registry.

Cllr Morphey left the meeting

38.24 Bell Meadow update. It was noted that the lottery grant application had been approved and the parish council will be in receipt of £18,915.00. This grant is specifically for the purchase of a zipwire and a playready shelter for the play area. The clerk noted that a new quote for insurance to cover the zipwire would be required as this type of equipment is not included in the current insurance package. The location of the playready shelter was discussed as the proposed location has been subject to recent flooding. It was queried how long the parish council had to spend the grant, the clerk will look into this. A question was raised on whether the starting height of the zipwire would mean a loss of privacy in adjacent properties. It was suggested that this would not be an issue. It was noted that the grass has recently been cut by East Suffolk Services.

39.24 Telephone Box update Following some restoration work to the telephone box by a resident, a request for funds to cover the cost of materials was put to the parish council. Although this was not agreed prior to the work being carried out and not in the budget, it was put forward that a donation of £150 be made to cover some of the costs incurred. This was agreed. Proposed by Cllr Feeney, seconded by Cllr MacFarlane.

40.24 Triangle of Land adjoining the Glebe update. It was noted that Mr and Mrs Lankester would not be pursuing the Land Registry avenue any further and that the link fence will be removed when they have the opportunity to do so. This item will be added to the agenda for the next meeting to discuss the possibility of securing the land as parish land.



Heveningham Parish Council

- 41.24 Traffic Calming update.** The Clerk has been in contact with Peasenhall Parish Council to request an update on the possible joint traffic survey. The Clerk was asked to obtain an update on the painting of roundels in the village. Low verges on Heveningham Long Lane were reported as a possible danger. The clerk will report this to the relevant authorities.
- 42.24 To appoint Internal Auditor.** It was agreed that the PC would appoint Heelis and Lodge as the Internal Auditors for the financial year 2023/24. Proposed by Cllr Lee, seconded by Cllr MacFarlane. The clerk noted that an external audit would also be required this year as expenditure was over £25,000.
- 43.24 Code of Conduct policy approval.** Reviewed and approved.
- 44.24 Any other business.** The clerk informed council of a consultation on a proposed devolution deal for Suffolk. The consultation is open for comments from 18th March - 26th May. The clerk will publish this information on the website and in the village noticeboard. It was noted that the bus shelter could benefit from a general tidy up. A resident has offered to do some weeding and cleaning. The clerk will seek advice on best products to use to treat the wooden backing.
- 45.24 Items for consideration for inclusion on the next agenda.**
Bell Meadow
Traffic Calming
Triangle of Land
Bottle bank
- 46.24 To agree the date for the next meeting to include the APM & the AGM in The Hub in Huntingfield 7pm.** The date for the next meeting will be confirmed and publicised on the website and in the village noticeboard in due course.

Meeting Close 8.25pm.

Minutes agreed.

Chairman _____ Date _____

Angela Colbridge 21st March 2024.
Clerk to Heveningham Parish Council.
heveninghamclerk@gmail.com
heveningham.onesuffolk.net



Heveningham Parish Council



Heveningham Parish Council