



# Heveningham Parish Council

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Minutes of the meeting of Heveningham Parish Council held on Wednesday 30<sup>th</sup> November 2022 at 7pm in The Hub, Huntingfield.

**Councillors attending: Cllr Sam Fairs (Chair), Cllr Clare Fairs, Cllr Mercedes Gladwell, Cllr Debbie Lankester, Cllr Georgina Lee, Cllr Ian Macfarlane, Cllr Sophie Morphey**

**Also attending: Julie Collett Clerk & RFO and 2 members of the public.**

90.22 Apologies and approval of absences. All councillors present.

91.22 To receive Declarations of Interest. Cllr Sam Fairs declared a non pecuniary interest in item 104.22.

92.22 To consider requests for Dispensations. None.

93.22 To resolve that the minutes of the standard meeting of the council held on 28<sup>th</sup> September 2022 are a true and correct record. Minutes agreed and signed as correct.

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

A member of the public asked the council to look favourably at item 100.22.

No issues with trees or footpaths.

Reports received and circulated from Cllr Burroughes. These can also be seen on the website.

95.22 To receive an update from Heveningham PCC-Cllr Ian MacFarlane. Cllr MacFarlane reported that at the beginning of the year the long-standing Churchwarden and Secretary retired. These have now been replaced by Chris Baker and Karen Howard working together. The aim is to encourage more residents to join in and to run more functions using the church to include three or four fundraising events a year. A company has been approached regarding installing a phone mast to enhance mobile phone coverage in the area, but the mast could also double as a flagpole. 11<sup>th</sup> December a Candlelit Carol Service will be held at 4pm. Cllr Lee requested the PC send a letter of thanks to the PCC for tidying the church area and Glebe. Clerk to write.

96.22 To receive Clerk Updates.

Sign Writing Faded. This sign has now been replaced.

Give Way markings on road. The work has been scheduled.

Dog Bin. Now installed in the Glebe, however still not emptied. Cllr Morphey will put a note on the other bin asking them to empty. Clerk to check.

97.22 To consider Planning Applications. None received.

98.22 Finance

a. To review and approve statement of accounts for November 2022. Accounts circulated and agreed. Working balance of £4409.03 and CIL funds held of £18207.17.

b. To review and approve the Bank Reconciliation for November 2022. Signed as correct.

c. To approve the Authorisation to Pay. Payments of £1276.19 plus VAT £7.14 agreed for payment.

d. To approve receipts.

Allotment Fee £10.00

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Receipts noted.

- e. To consider and approve the budget for 2023-2024 Budget discussed and agreed by councillors.
- f. To agree the precept for 2023-2024. Precept of £6209 agreed by councillors, a 2% increase.
- g. To agree the annual increase in clerk's salary as per NALC agreement. Councillors agreed the increase in clerk's salary.

99.22 Update on the Heveningham Charities. To include Endowed Charity of Heveningham and Heveningham and Ubbeston Village Hall.

Endowed Charity have given a donation of £5964 to FOALS, Laxfield school. There are 2 more tranches of £955 each still to pay out to bring the charity donations up to date. These will be discussed in the new year.

Heveningham and Ubbeston Village Hall. This charity has now been dissolved and all assets transferred to the Hub.

Recreation Ground and Childrens Playground. This charity has investments with CCLA amounting to approximately £5000 at the current time.

100.22 To consider the purchase of a Christmas tree and lights for the PCC and village to decorate. Following a lot of discussion, the council agreed that a sum of £100 taken from the Village Maintenance budget could be used for the purchase of a tree and lights. Cllrs Clare Fairs and Mercedes Gladwell will investigate. The village will be able to decorate as they wish.

101.22 To consider a response on the Public Space Protection Orders in East Suffolk. The council agreed that these Protection Orders should be continued for a further term.

102.22 Update on traffic problems in and around Heveningham. Nothing further heard from Cllr Burroughes regarding the signs. Clerk to chase.

103.22 Bell Meadow: To receive an update on Bell Meadow. Cllr Gladwell has received quotes for the ground works for the site. Councillors agreed to accept the quote from Sean Price who will be asked to go ahead with the work. A gateway will be retained between Bell Meadow and the Old Post Office. This will be a permissive way. A gate will be discussed at next meeting and whether legal advice is required. A quote for play equipment has been received from Action Play and Leisure. Agreed to go to Awards for All for part funding. The Jubilee Oak Tree also needs to be planted, suggest councillors look at the area before next meeting. Cllr Sam Fairs will see if he can get a tree guard to protect the Oak.

104.22 To consider a request for funds from the Heveningham Hall Country Fair Trust. The council agreed to request funds for two items of play equipment in the sum of £9684. Clerk will draft a covering letter.

105.22 Community Self Help Scheme. Agreed not to go ahead with this scheme. However, will contact the Pay Back Scheme, that has been used before, to do some tidying around the village.

106.22 Items for consideration for inclusion on the next agenda.

GDPR Policies

Permissive way and Gate on Bell Meadow

Jubilee Oak



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107.22 To agree the meeting dates for 2023. All meetings 7pm in the Hub unless stated.

- 25<sup>th</sup> January 2023
- 29<sup>th</sup> March 2023
- 24<sup>th</sup> May to include APM & AGM
- 26<sup>th</sup> July 2023 Heveningham Church
- 27<sup>th</sup> September 2023
- 29<sup>th</sup> November 2023

108.22 Date of next meeting.

To confirm the date of the next meeting, scheduled for 25<sup>th</sup> January 2023, at The Hub.

Minutes agreed as correct.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

Julie Collett 1<sup>st</sup> December 2022.  
Clerk to Heveningham Parish Council.  
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