

HEPWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HEPWORTH PAVILION
THURSDAY 16 MAY 2024
7.45pm

PRESENT:

Councillor Garry Bloomfield (GB) (Chair)
Councillor Nicholas Bennett (NB) (Vice Chair)
Councillor Marjorie MacPherson (MM)
Councillor Perry Penn (PP)
Councillor Louise Robinson (LR)

IN ATTENDANCE:

Andy Osman (Parish Clerk) (AO)

Two members of public were present.

24/49 ELECTION OF CHAIR AND VICE CHAIR

It was unanimously agreed that GB would remain as Chair and NB as Vice Chair.

24/50 DECLARATIONS OF INTEREST

None declared.

24/51 APOLOGIES

Cllr Hollie Bloomfield sent her apologies which were accepted.

24/52 PUBLIC FORUM

No issues raised.

24/53 REPORTS FROM AND QUESTIONS TO BOTH DISTRICT AND COUNTY COUNCILLORS

Reports from County and District Cllrs has been previously circulated.

24/54 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 18 Apr 24 had been previously circulated and **it was resolved that these were an accurate record of the meetings.**

24/55 MATTERS ARISING FROM THE MINUTES

Minute 24/42 18 Apr 24: Ownership of Land – Village Sign. LR confirmed that the land where the village sign was located was not registered to anyone.

Minute 24/42 18 Apr 24: Ownership of Land – Pavilion and Grounds. The Clerk highlighted difficulties in identifying the location of the pavilion and grounds on the HM Land Registry system. The meeting agreed to continue the work to identify ownership of the grounds and building as clarity was needed for the Asset Register.

24/56 POLICIES AND PROCEDURES

The meeting reviewed the Hepworth Parish Council Standing Orders, Policies and Procedures and agreed to leave unchanged.

24/57 RISK ASSESSMENT

The financial and asset risk assessment, previously circulated, was considered. **It was resolved to approve this assessment.**

24/58 FINANCE AND ADMINISTRATION

- a. Finance Report. The meeting noted the finance report (current account balance £11,724.54, savings account balance £7,000.00 and the projected outturn at the end of the FY of approx. £4,200 current account and £7,000 savings account). The following payments were authorised:

Village Hall Hire	£96.00
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The Clerk was to seek counter authorisation from LR for BACS payments.

- b. Asset Register. The meeting noted the contents of the Asset register which had been previously circulated.

- c. Donations. **It was resolved to make the following donations:**

£250 to the Parochial Church Council of Hepworth for the churchyard.

£200 to support the Hepworth Herald magazine.

£150 to SARS.

£25 to the Royal British legion.

- d. Extension of Lease for Recreation Ground. MM confirmed that the Hepworth Recreation Ground Management Committee at their recent AGM had agreed to request an extension to the lease. The Parish Council agreed to accept the request and to commission work to extend the lease by 25 years. The Clerk was authorised to work with Ashton's solicitors within the agreed budget to produce a revised lease by late summer for consideration by the Parish Council.

24/59 APPOINTMENT OF REPRESENTATIVES

It was resolved that PP would be the representative for Hepworth Charities and that NB would be the representative for Hepworth Recreation Ground.

24/60 PLANNING MATTERS

- a. DC/24/0475/FUL. The meeting agreed to SUPPORT this application subject to the bus shelter location and use being resolved with Suffolk Passenger Transport by the applicant.
- b. DC/24/0510/VAR. The meeting agreed to SUPPORT this application.
- c. DC/23/0984/FUL. The meeting agreed to SUPPORT this application.
- d. Draft Planning Complaint. The meeting agreed a draft text previously circulated with minor changes setting out the concerns of the Parish Council in relation to DC/22/2190/HYB. It was **resolved that the Clerk would send this list of concerns to the Director (Planning and Growth), West Suffolk Council along with a request to meet** to discuss the concerns and the recommendation for an independent peer review of the council's work on the application. Once sent, the email covering the list of concerns would also be copied to the Parish Councils that were consulted on the planning application.

24/61 HIGHWAYS MATTERS

The Parish Council agreed to request traffic surveys from Suffolk Highways to allow an evaluation of the impact of the traffic calming measures installed last year. The Clerk was to **action in conjunction with County Cllr Spicer and Suffolk Highways.**

24/62 CORRESPONDENCE

None

24/63 QUESTIONS TO THE CHAIRMAN

None

24/64 DATE OF NEXT MEETING

It was agreed that the next Parish Council meeting will be on Thursday 20 June 24 at 7.30 pm.

The meeting closed at 8.30 pm.



Andy Osman
Parish Clerk
20 May 24