

HEPWORTH PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HEPWORTH PAVILION
THURSDAY 20 JUNE 2024
7.30pm

PRESENT:

Councillor Garry Bloomfield (GB) (Chair)
Councillor Nicholas Bennett (NB) (Vice Chair)
Councillor Perry Penn (PP)
Councillor Louise Robinson (LR)
Councillor Hollie Williams (HW)

IN ATTENDANCE:

Andy Osman (Parish Clerk) (AO)
County Cllr Joanna Spicer (JS)
District Cllr Carol Bull (CB)

24/65 DECLARATIONS OF INTEREST

None declared.

24/66 APOLOGIES

Councillor Marjorie MacPherson sent her apologies which were accepted.

24/67 PUBLIC FORUM

No issues raised.

24/68 REPORTS FROM AND QUESTIONS TO BOTH DISTRICT AND COUNTY COUNCILLORS

JS reported the following:

Traffic Survey. Suffolk Highways are planning to repeat the traffic survey along The Street in October. JS was currently querying how this would be funded. It was **agreed that the Clerk would approach Hepworth SpeedWatch** to obtain monthly average speed data from the Speed Indicator Devices for April and May 23 and April and May 24 to assist with the planned review of effectiveness of traffic calming measures installed last year.

A1088 Bridge Repair. Suffolk Highways would be reconstructing the bridge on the A1088 by Bridge Farm from early July to early December 24; this would mean the A1088 would be closed at this point and traffic diverted along the A143/A14. Further information will be published by the County Council at <https://www.suffolk.gov.uk/roads-and-transport/lorry-management/bridge-farm-bridge-a1088-stowlangtoft>.

Weston Lane. **JS agreed to follow up why the approved works on Weston Lane** had not yet started.

24/69 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 16 May 24 had been previously circulated and **it was resolved that these were an accurate record of the meetings.**

24/70 MATTERS ARISING FROM THE MINUTES

Minute 24/60 16 May 24: Planning Concerns. The Clerk confirmed that the agreed list of planning concerns over the management of the Jaynic planning application had been passed to Director (Planning and Growth), West Suffolk Council on 24 May 24. **CB agreed to check progress of West Suffolk Council's response.** Mindful of West Suffolk Council's Customer Service Standards, **it was agreed that if no response was forthcoming by 27 June, the Clerk would contact the Chief Executive** to hasten a reply.

Minute 24/61 16 May 24: Traffic Survey. Update provided in Minute 24/68.

24/71 FINANCE AND ADMINISTRATION

- a. Finance Report. The meeting noted the finance report (current account balance £11,428.54, savings account balance £7,000.00 and the projected outturn at the end of the FY of approx. £3,800 current account and £7,000 savings account). The following payments were authorised:

Audit fees	£90.00
Clerks Salary & Exps	£979.94

The Clerk was to seek counter authorisation from LR for BACS payments.

- b. Audit Report. The meeting noted the contents of the previously circulated audit report which raised no observations.
- c. Governance Report. The meeting approved the previously circulated Annual Governance Report covered by Section 1 of the Hepworth Parish Council Annual Governance and Accountability Return 2023/24. The meeting also confirmed that the Parish Council was exempt from a limited assurance review as its gross expenditure for 2023/24 did not exceed £25,000. **It was resolved that the Clerk was to return the signed Certificate of Exemption.**
- d. End of Year Accounts. The previously circulated Accounting Statements covered by Section 2 of the Hepworth Parish Council Annual Governance and Accountability Return 2023/24 were approved.
- e. Events Noticeboard. The Clerk reported that permission to site the proposed events noticeboard had been obtained. As agreement to purchase this item had already been resolved (see minute 24/4 February 24), **the Clerk was to proceed with the purchase** for delivery to GB pending installation.
- e. Extension of Lease for Recreation Ground. The meeting noted the pre-circulated brief by the Clerk following his initial meeting with Ashtons Legal. It was agreed that the mutual break clause and right of renewal should remain in the revised lease and that the

Ashtons Legal letter of agreement should be accepted. The meeting resolved to pause registering the title of the recreation ground with the Land Registry until the lease renewal process had completed.

24/72 PLANNING MATTERS

Jaynic Email. The meeting noted the pre-circulated email that confirmed that Jaynic would not appeal West Suffolk Council's decision to refuse their planning application. It was **agreed that the Clerk would invite Jaynic to the 18 July 24 Parish Council** meeting to listen to Jaynic's intentions of a new outline planning application at Shepherds Grove prior to consultation on a new Masterplan. The **Clerk was to research Hepworth Parish Council's input** to the 2019 Masterplan for Shepherds Grove.

JS and CB left the meeting at 8.35pm

24/73 HIGHWAYS MATTERS

The Clerk reported that he had been contacted by a member of the public concerned about reduced visibility at the junction of The Street/Market Weston Rd. After confirming that the Parish Council was not responsible for matters of highway safety and that this issue had not been reported to Suffolk County Council, who were responsible, the Clerk agreed to report the issue using the Suffolk Highways Reporting Tool.

24/74 CORRESPONDENCE

- a. West Suffolk Local Plan 2024 - Public Examination. The meeting noted the start of the public examination of West Suffolk Council's Local Plan 2024.
- b. Hepworth PCC letter. The meeting noted the pre-circulated thank you letter in relation to the recent grant provided.
- c. SARS letter. The meeting noted the pre-circulated thank you letter in relation to the recent grant provided.
- d. Lighthouse Women's Aid letter. The meeting noted the pre-circulated letter and **agreed that the Clerk would approach the charity** for publicity material that could be placed on noticeboards and in the village newsletter.

24/75 QUESTIONS TO THE CHAIRMAN

- a. Jaynic Visit. PP queried if the Jaynic attendance at the July Parish Council meeting would be advertised. It was confirmed that this would be visible in the published agenda for this meeting.
- b. Weston Lane. The meeting noted that the works for Weston Lane had been previously due to start in November 23 (minute 23/127 November 23) and in February/March 24 once weather improved (minute 24/19 February 24).

24/76 DATE OF NEXT MEETING

It was agreed that the next Parish Council meeting will be on Thursday 18 July 24 at 7.30 pm.

The meeting closed at 8.50 pm.

A handwritten signature in black ink, appearing to read 'Andy Osman', is positioned above the typed name.

Andy Osman
Parish Clerk
22 June 24