

A meeting of the Hepworth Parish Council took place on Thursday 5th January 2017 at the village hall where the following items were discussed.

Attendees	Mr David Stannard (Chairman)	Mr Garry Bloomfield
	Cllr J Spicer	Mr A Yorke
	Mrs M Beales	Mrs K Shearer
	Mrs Sue Yeomans (Parish Clerk)	Mrs M MacPherson
	Cllr C Bull	Mr J Beales

1. Apologies **Action**
Mrs R Vernon

2. Declarations of Interest
Cllr Shearer - Item 5 Transparency Fund Application

3. Minutes of previous meetings
The minutes of the Hepworth Parish Council meeting of 3rd November 2016 and the Extraordinary Meetings held 24th November and 20th December 2016 were agreed and signed as a true record.

4. Suspension of meeting to receive reports and hear from members of the public present
There were no members of the public present.

Revd David Messer, Rector of the Benefice gave an overview of his role in the Benefice. He outlined his wish to have a closer relationship with the Parish Council and to work towards encouraging the local community to make more use of the church building. Ideas put forward were a Lending Library, Food Bank and Art Exhibitions. He asked for any ideas to use the church, free of any charge, to be forwarded to him. He outlined his plans to install a toilet; Councillor Carol Bull offered to chat to him about possible funding opportunities. It was suggested a public meeting be held to engage the community. The Parish Council to organise when the weather improves.

Clerk

Report from Cllr Spicer

The owners details of Fairholme have been passed to the council requesting they write asking the hedge at the junction of North Common and The Street be cut back to improve visibility.

Cllr Spicer will attend a meeting to discuss the Claimed Public Footpaths in the Parish of Hepworth on 25th January 2017. As far as she is aware there has been no contact from land owners affected by the route.

Report from Cllr Bull

Planning Courses are to be held shortly. Details will be notified when available.

UK Power Networks are setting up a free and voluntary Priority Services Register. Suppliers will use this to ensure the correct support is given to its most vulnerable customers. If you would like to have access to additional services from your energy supplier, you need to sign up to the Priority Services Register through your current supplier.

Cllr Bull can award two 'Freedom of Bury St Edmunds Awards' for outstanding contributions in the community during her term of office. The awards are for anyone who has given exceptional service in some capacity to their local community. Nominations can be submitted directly to Cllr Bull or via the Clerk.

5. Finance
The following accounts for payment were agreed:-

Clerks Expenses (Nov-Dec 2016) - £53.30

Clerks Salary to 31 January 2017 was agreed and a cheque for £294.12 raised

Clerk for reimbursement of Tsohost invoice 1372784, paid on personal debit card, was agreed and a cheque for £14.99 was raised (to replace cheque number 100483 which has been unrepresented, presumed lost in the post, and will be cancelled)

Mr R Goldsmith Jan – Dec 16 - £318.75

HMRC (Oct-Dec 16) - £69.40

Bank Reconciliation (see attached) was checked by Cllr McPherson.

An authorisation letter to move the balance of £2,064.55 from Bank of Scotland to the Barclays Business Reserve Account was signed.

The draft Budget for 2017/18 was discussed and agreed. Precept Form to be submitted by the Clerk.

Clerk

Transparency Fund application form was discussed and agreed. Clerk to submit.

Clerk

6. Clerk's/RFO Report

Letter sent to Mr J Pitcher requesting cutting of hedge at A143 and The Street; a thank you letter was sent after the cutting had been very promptly carried out.

Bank Balances @ 5th January 2017

Community (current) account	£2,393.66 (taking into account today's cheques)
Business Saver account	£1,828.25
Bank of Scotland	£2,064.55

Speed Watch Sessions 18/11/16 = 4 17/12/16 = 6

Clerk to increase hours by 30 minutes to 4 hours 30 minutes per week starting on 1st January 2017 as agreed at the Extraordinary Meeting held on 24th November 2016. Clerks hours to be review in 6 months.

Clerk to take 4.5 hours (1 week) holiday 9th – 15th January 2017

7. Planning Applications

DC/16/2742/HH

PROPOSAL Householder Planning Application - Two Storey Front/Side Extension

LOCATION - The Barn, Reeves Hall, North Common, Hepworth, Diss

APPLICANT - Mr David Loveday

There were no objections

8. Blacksmith's Cottage

The Parish Council expressed concern that this property has been uninhabited for many years and is falling into disrepair. Cllr Bull to follow up.

CB

9. Hepworth Walks Leaflet

Cllr Shearer met recently with Jackie Gillis and Russell Kemp. Mr Kemp had previously completed all the information required for the leaflet. An initial print run of 2000 was agreed; an outdoor leaflet dispenser and way marker signs will be provided. Approximate cost is £661, half paid for by the County Council. Cllr Spicer has agreed to pay the remainder from her Locality Fund. It is hoped the leaflet will be ready in May. Cllr Shearer to send Cllr Spicer an invoice asap.

KS/JS

10. Footpaths

3/17

Pavement Market Weston Road. Cllr Yorke and Cllr Spicer still to arrange site meeting, this has been postponed until the lighter evenings.

JS/AY

11. Highways

Obstruction on verges – Clerk to write to the owners of Holly Barn.

Clerk

Addition of Village Hall sign on The Street at the junction with Church Lane – Cllr Spicer advised the PC to have the signs made and she would pay. JB offered to obtain quotes. Wording to read “Village Hall and Recreation Ground”.

JB

Fairholme – see Cllr Spicer’s report above.

Dog Fouling, problems report on The Street. A reminder to dog walkers to be put into the Hepworth Magazine and on the website.

JB/KS

The Goldsmith Way road sign has not been installed. Cllr Spicer to follow up.

JS

12. Data Protection

Registration with the ICO was again discussed and the Clerk recommended registration. The meeting decided not to register by a majority vote.

13. Questions to the Chair

There were no questions to the Chair.

13. Any Other Business

Cllr Stannard informed the meeting John Horridge has been appointed as the new Village Maintenance person. Mr Horridge has kindly agreed to do it on a voluntary basis. Contact details to be circulated to Parish Council members.

Clerk

Date and time of next meeting

The next meeting will take place on Thursday 2nd March 2017 commencing at 7.30pm

The meeting closed at 9.10pm

Bank Reconciliation at 19 December 2016

Barclays Community Account	£2,393.66
Barclays Business Reserve Account	£1,828.25
Bank of Scotland Corporate Deposit Account	£2,064.55
Harry Read Charity	£281.69
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	£6,568.15
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Barclays Community Account Statement 19 December 2016	£2,393.66
<i>Less unpresented cheques</i>	
843 TsoHost	-£14.99
<i>Less uncleared cheques</i>	
844 HMRC	-£69.40
845 R P Goldsmith	-£318.75
846 Clerk’s Expenses	-£53.30
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Balance @ 19 December 2016	£1,937.22
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