

A meeting of the Hepworth Parish Council took place on Thursday 5th of March 2020 at the village hall where the following items were discussed.

The next meeting will be held 2nd April 2020 7.00pm Recreation hall. Annual Parish Meeting.

Attendees	Ms L Robinson (Chairman)	Mrs N Yorke
	Mr A Yorke (Vice Chairman)	Mr G Bloomfield
	Mrs A Thomas	Mrs M MacPherson Clerk Ms H Corris

Members of the Public: Four Members of the public were present

1.	Apologies There were apologies from Cllr Waterson and Cllr Spicer	Action
2.	Declarations of Interest There were none	
3.	To Consider requests for dispensations None received	
4.	Minutes of previous meetings The minutes of the Meeting 9th of January 2020 were agreed and signed.	
5.	Progress reports on previous actions <ul style="list-style-type: none"> a) Dustbins on A143 and in Layby at the top of The Street have both gone. West Suffolk Council are reviewing whether or not the waste collections from these bins will be continuing. Should we wish to replace them it is to be paid for by the Parish Council. Clerk will follow up the outcome of WSC review before we consider buying replacements. b) The potholes leading to the pavilion can be filled but volunteers will be needed to distribute the hardcore that can be supplied by the landowner. c) Memorial Trees should be purchased imminently and planted very soon. d) Grit bins have not been purchased as yet. Decision required around whether or not the Parish Council can obtain some sort of Debit/credit card to allow for online purchases to be made in order that VAT can be reclaimed and to avoid using personal credit cards. Clerk will enquire with other Parishes as to how they manage this. e) The Noticeboard glass has been repaired at minimal cost. The Village sign is in disrepair, two quotes have been obtained to replace it. The design will remain unchanged. There is a possibility that Cllr Bull will make a contribution towards the purchase of a new sign. The purchase will be made from Parish Council Surplus funds. Cllr Andrew Yorke has requested he obtain a third quote from a particular company before a decision is made. 	<p>Clerk</p> <p>Clerk</p> <p>Cllr A Yorke</p> <p>Cllr Thomas</p>

	<p>f) The excessive mud on North Common was reported to highways and the Farmer. Warning signs were provided for display whilst the harvest was ongoing and the Farmer spoken to regarding clearing up afterwards.</p> <p>g) Many reports have been logged with WSC regarding the broken street signs, footpath signs, nameplates and speed signs around the village. Some of the road name signs have already been replaced, some are due in May. Highways are being chased regularly and we are on their list. The Flooding down by the Bungalows towards North Common has been reported and chased up. It is not known whether the site visit has been conducted by highways. We will continue to flag this up. The ditch opposite Wood Lane is believed to be owned by Barker Farms, a letter has been sent asking that they clear the ditch as it is very overgrown. A reply has not yet been received. It will be chased up. Cllr Spice will also chase up the landowner regarding this once we can confirm who it belongs to.</p> <p>h) Footpath Market Weston Road; one more e mail received since the last meeting complaining about the proposed re-instatement of the path. The matter has not been progressed since the last meeting. Decision taken to remove the matter from the agenda until Cllr A Yorke is in a position to liaise with Cllr Spicer and seek clarification. Clerk will speak to Cllr Spicer about returning the funds received for a mini-excavator hire in the meantime.</p> <p>i) Clerk has registered the Parish’s interest in receiving information about the 2020 fund. Cllr Spicer advised that instructions on how to apply would be released in March sometime. Clerk will follow up.</p> <p>j) There is still one councillor vacancy. Clerk received one e mail expressing interest in receiving more information but nothing further. Vacancy remains open.</p> <p>k) Amount of precept requested wasn’t been minuted in previous meeting. Clerk confirmed the exact amount as £7205.</p> <p>l) Came & Company are providing the Insurance for the Parish Council and will continue to do so for three years in total.</p>	<p>Clerk</p> <p>Cllr A Yorke</p> <p>Clerk</p>
<p>6.</p>	<p>Public participation and Councillors reports.</p> <p>No Councillors present but a report was provided by Cllr Spicer: Two weeks ago I spent some time in Hepworth with the community engineer allocated to my area. We gave some discussion to increasing traffic calming in certain places and the installation for “unsuitable for HGV” signs at the A143 junction and the B 1111 junction in Barningham. To start this progress I have agreed to fund 2 sets of traffic counters to be put down for 2 weeks. This counts traffic, speed and size of vehicles. They should appear before too long. We both feel that it would be hard to make a case at this stage for a</p>	

	<p>full weight restriction – but we will look carefully at the outcome of the traffic count.</p> <p>You have also enquired about verges and ditches (specifically opposite Wood Lane). Yes, the county council is responsible for verge cutting but on a C road is only once a year – likely to be mid- May this year. The only times they might do an extra cut (usually late summer) is if there is a visibility issue. If I could have the contact details of the farmer who is unable to clear the ditch I will get someone from SCC highways to meet him on site to see how they could help.</p> <p>Report from members of the public. Parish Council were handed a petition signed by residents of Willow Green, The Street. They feel that the parking facilities at this location are no longer adequate and that the verges outside the properties have been churned up by parked vehicles. The situation is now causing friction amongst the neighbours. In the past hard standing has been refused by Highways/ WSC as the layby is situated close to the double bends. However, the new development has an exit nearer to the double bends than the proposed hard standing area would be. Parish Council have agreed to hand the petition in to Joanna Spicer for submission to the relevant department.</p>	
7.	<p>Finance Clerks Report.</p> <p>a) Parish Council appointed Cllr Bloomfield as the nominated Councillor to check the bank reconciliations as he is not currently a signatory on the account.</p> <p>b) Bank Reconciliation</p> <p>Business Current Account as of 19th February 2020</p> <p>£6755.05</p> <p>Business Savings Account</p> <p>£1835.85</p> <p>c) Cheques presented for payment</p> <p>973 Cllr Thomas Training expenses £45.00</p> <p>974 Clerks January expenses £84.94</p> <p>975 SALC Cllr training course £132.00</p>	Clerk

	<p>976 SALC Clerk Course £132.00</p> <p>977 Noticeboard repair £30.05 (Cllr Robinson)</p> <p>978 Cheque not issued as incorrect Payee</p> <p>979 Clerks February pay £188.32</p> <p>d) Letter already sent to bank requesting change of Clerk details.</p> <p>e) Authorisation agreed for payment of Clerk on two- day training course. Clerk to contact payroll services.</p> <p>f) Risk Assessment has been reviewed and signed off.</p> <p>g) Internal Control statement adopted by Council.</p> <p>h) Financial Regulations and Standing orders have been reviewed and signed off.</p> <p>i) Internal Audit effectiveness has been reviewed.</p> <p>j) Internal Auditors appointed (SALC)</p>	
8	<p>Consider Speaker for Annual Parish Meeting It was decided to re-book the same speaker as last year but this years topic would be “Foul Murders of East Anglia”! Cllr N Yorke to provide speaker details.</p>	Cllr N Yorke
9.	<p>Consider Credit /Debit card for online purchases Discussion around obtaining a credit card for online purchases as currently the Parish account uses cheques. The bank will not issue a debit card due to the account having a complex mandate (two signatories required). Business credit cards all appear to incur a monthly fee. Clerk will speak to surrounding smaller Parishes and see what they do and re-present to Council.</p>	Clerk
10.	<p>Local Resident 100th Birthday Occasion to be recognised by Parish Council.</p>	
11.	<p>Neighbourhood Plan It was agreed that a Neighbourhood plan should be explored as it may afford the village some protection regarding development in the forthcoming years. An Extraordinary meeting to be arranged for both council members and local residents on 16th April 2020. A speaker from the planning department will be invited to come and give a presentation.</p>	Cllr Thomas

	An advert for the Hepworth Herald and Hepworth Matters page will be written.	
12.	<p>Correspondence received.</p> <p>Letter from Chapmans received in response to our letter dated 27/11/19 stating they avoid the use of Hepworth Road and The Street where possible.</p> <p>E mail from planning enforcement officer regarding Chapmans stating alleged breaches of routing agreement should be reported directly to Chapmans first for an explanation.</p> <p>E mail received objecting to re-instatement of Market Weston Footpath and also highlighting some broken signage etc around the village.</p>	
13.	<p>Consider effectiveness of meetings every other month</p> <p>It was felt that this evenings meeting had progressed well and time had been used efficiently leaving time to spare at the end. If they continue this way there will be no need to increase the regularity.</p>	
16.	<p>Questions to the Chair, items to consider for next agenda.</p> <p>Vehicle being driven dangerously Beck Street</p> <p>Corona Virus contingency if necessary</p> <p>Register of Interests – Consider including these via a link on website for transparency reasons, Clerk will establish full details in relation to legal obligations for Councillors consideration</p>	Clerk
	The meeting closed at 9.15pm	