

**MINUTES**  
**Hopton cum Knettishall Parish Council**  
**10<sup>th</sup> September 2018 - 7pm – Hopton Village Hall**  
**Draft until approved at the October 2018 meeting**

**Present:** Parish Councillors: R. Capon, M. Cleveland, D. Faiers, M. Filler, Mrs. L. Macklin, Mrs. J. Mills, Mrs. J. Plackett (Chair), Dr. J. Taylor. Borough Councillor: Mrs. C. Bull. Clerk: Mrs. C. Dowson (reporting) and ten members of the public.

1. **Apologies** received from County Councillor Mrs. J. Spicer
2. **Declarations of Interest** and requests for dispensations: none.
3. **Minutes of the meeting held on 9th July 2018** were agreed and signed by the Chair.
4. **Matters Arising** from the Minutes of 9th July 2018: none.
  - a. Update on Hopton Development – Bor. Cllr. Bull has spoken to the planning officer and everything seems to now be in place, including the details for the S106 open space/green area. Cllr. Filler will try to arrange another meeting with Pigeon to discuss their plans.

Action: D Filler

5. **Public Forum:**

- a. The “Common Road” sign post needs replacing (Bor. Cllr. Bull will request this)
- b. The applicant regarding planning application for four new houses (see below) explained the process for self-build houses and informed the meeting that she will give priority to local people. These plots will be sold as “outline” and the purchasers will then have to submit their own planning application.
- c. The condition of the footpath at the junction of Olive’s Throat and Shortrove Lane to the wooden bridge is still in a bad condition. Cllr. Capon will report the condition on the county council website and the clerk will report this again. It is feared that this is now dangerous and will cause a flood risk. The clerk will also report this again and send emails to County Cllr. Spicer and Clare Dixon.

Action: RC/Clerk

Cllr. Filler reminded the meeting that the parish council has already discussed carrying out some footpath works where necessary (even though it is the County’s responsibility). Therefore, this could be considered if no action is taken by the County Council.

- d. There are still a lot of potholes on the main street. Cllr. Filler has been told that Highways will be returning in the Spring to top fix the road. Members of the public are again encouraged to report pot holes via the county council’s website.
- e. Commemorating the end of WWI in November. Mrs. Saywell informed the meeting that she is hoping to organise two silhouettes to be purchased from the Royal British Legion at a cost of £150). It was unanimously agreed to re-direct the usual poppy appeal donation made to the Royal British Legion to the purchase of one of these metal silhouettes – costing £75. The location for the silhouettes is yet to be decided (possible sites were suggested: in the shop planter, at the war memorial or in front of school). Thanks to Mrs. K. Saywell for organising this
- f. Pam at the Post Office is retiring at the end of September. The village can only keep a “local Post Office” if it is run by the local shop and is open during shop opening times. Cllr. Filler will talk to the shop proprietor about this as it was agreed that the parish council should help if possible to keep a Post Office in the village.

Action: MF

- g. Congratulations to Don Shickle who will be 105 in September. The parish council will send him a birthday card.

**Borough Councillor's report:**

- a. Cllr. Bull explained the complicated process involved with the “unauthorised encampment” which is sited on private land. Many agencies are involved in trying to resolve the situation. Noted that the person is homeless.
- b. Cllr. Filler informed Cllr. Bull that vermin on the drive have been noted at “Longridge”. As it would appear this property has not been sold after all, Cllr. Bull will follow this up with the enforcement officer.

**6. Correspondence**

- a. Renewal of Lease on Donkey field, Fen Street. This was unanimously agreed. The fee will remain at £80.  
Action: Clerk
- b. Community Police officer, Su Delve (volunteer) who lives in the area. Su has written to the parish council to say that she will be working in the village using her bike (sadly her horse has died).
- c. Matt Hancock MP has asked the Parish Council to help publicise his surgeries and contact numbers. His poster has been added to the Notice Boards.

**7. Clerk's report**

- a. The clerk noted that she will be forwarding to all parish councillors the E-Newsletters from Community Action Suffolk and Suffolk Association of Local Councils – just for information.
- b. Normally at this time of year “Code of Conduct” and “Standing Orders” would be an agenda item. However, in view of the election in May, these will feature as an agenda item next year.
- c. The clerk noted that the insurance is due for renewal from 1<sup>st</sup> October, but no details have been received yet.
- d. The County Council has forward details of their “revised grit bin policy”. The clerk will check which grit bins are registered and that they will be refilled for the winter.  
Action: Clerk
- e. Village Hall. Cllr. Faiers informed the clerk that last year's village hall donation had not been paid. The clerk will check this.  
Action: Clerk
- f. Precept. The Borough Council has asked if Hopton and Knettishall can become one precept application rather than being dealt with separately. This was agreed by all.
- g. Bank balances at 14.8.18: Current account: £11923.65, Savings account: £45394.00, petty cash: £8.80, Cemetery water bill is £109.31 in credit.
- h. Budget. £2915.10, 36% has been spent for the first six months (£8185 budget).

**8. Chairman's report.**

- a. Cllr. Plackett has received a complaint about the appearance of a recent grave (that is looking like a shrine). It was agreed that the original Cemetery Notice regarding flowers, etc. should be displayed in the church yard (it seems to have disappeared).  
Action: Clerk
- b. Knettishall Open Day. It was noted that this was again a very good event.
- c. Parking on Nethergate Street. A complaint has been received again about this (outside number 15). Noted that the parish council has already written about parking on pavements being an issue in their Newsletter. Residents are asked to report this directly to the police. The clerk will write to the new community police woman (6.b. above).  
Action: Clerk

**9. Reports from Parish Councillors**

- a. Cllr. Taylor asked that he be released from attending Suffolk Association of Local Council meetings due to other commitments. This was agreed.
- b. Cllr. Macklin has been asked by the school to highlight the placement of poppies for the 11<sup>th</sup> November commemoration – they would like to display the children's work in the church yard. However, it was noted that there may potentially be some confusion here as plans for the church yard are already in place. Cllr. Macklin will liaise with the school

to make sure there are no overlapping areas. Alternative sites were suggested: Holme Close, in front of the school and the verge by the planter (opposite the shop).

- c. Cllr. Filler noted that Shortgrove Lane has been semi-resurfaced. Thanks to Suffolk County Council for their help with this. He also informed the meeting that the Bowls Club sheds were broken into.
- d. Cllr. Faiers noted that the village hall walls and floor have been painted and some works at the play area were carried out over the summer.

**10. Cemetery Report**

- a. Two requests for memorials have been received: for Sylvia Cornwall and Gordon Hart.
- b. The clerk will contact Vertas (who take care of maintaining the cemetery), there is a discrepancy with their invoice and also the grass hasn't been cut since the beginning of August.

Action: Clerk

**11. Planning matters**

- a. DC/18/1259/HH – 1 no. garage. Land Adj. to The Limes, High Street. Applic. Mr. P. Baily. A "no comment" response was submitted.
- b. DC/18/1689/OUT – 4 no. new dwellings, Common Road. Applic. Mrs. Linda Hawes. After discussion and following a vote (two against) it was agreed to submit a "support" response.
- c. DC/18/1745/TCA – 1 no. cherry tree – fell. Craigie Lea, High Street. It was agreed to submit a "no objection" response.
- d. Planning Appeal – AP/18/0029/STAND for Mrs. J. Plackett has been withdrawn.

**12. Payments**

The following payments were authorised: Mrs. C. Dowson (clerk): £375.03 (includes a tax rebate and purchase of computer software). Mr. R. Waugh (litter picker): £135.76 (includes a tax rebate) and Mrs. K. Saywell (S.137 donation to Royal British Legion – purchase of memorial).

- 13. Date of next meeting** – Monday, 8th October 2018. The meeting closed at 8.35pm.