

HINDERCLAY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THE VILLAGE HALL, HINDERCLAY
THURSDAY 13TH MARCH AT 7.30 PM
(Approved and signed)

PRESENT:

Councillor Paul Rose (Chair) (PR)
Councillor Rob McGuire (Vice Chair) (RM)
Councillor Lindsey Aves (LA)
Councillor Michael Bishop (MB)
Councillor Andrew Goodall (AG)
Councillor Jessica Holligan-Hollingsworth (JH)
Councillor Suzie Vincent (SV)

IN ATTENDANCE:

Nicholas Spring (Parish Clerk) (NS)

4 members of the public were present.

The meeting closed at 8.40pm

1. Apologies for absence were received from County Councillor Jessica Fleming (JF)
2. Members' declarations of interests & requests for dispensations, if any

SV regarding DC/25/00846 (Planning). It was agreed that SV could participate but not vote.

3. Reports from the County and/or District Councillor

JF had emailed a report.

4. Council to consider any matters relating to highways, pavements, footpaths and trees not already considered, including village signs and vehicle activated speed signs

AG suggested a plaque for the new tree on the Green and it was agreed that this was a good idea.

RM reported that the five directional signs to be replaced by the County Council had been agreed.

The debris on the ground after the cutting of Cowfen Lane was discussed.

Dumping of items (freezer, furniture, garden waste) in the Wash Lane ditches was raised. The fire at Wattisfield Road was also raised.

Dog mess in the village was discussed including whether more dog bins would help address the failure to pick-up. The Clerk would produce some awareness-raising laminated posters.

It was noted that the road by Clapper Cottage and Bell House was beginning to break up due to flooding.

5. Public participation session

It was noted that the footpath from Bells Lane to Fen Road towards Thelnetham was getting narrower due to ploughing. It still though met the requirements of a single-file footpath

The condition of the sign at the fork to Wattisfield was noted.

It was proposed on VE Day 80 (May 8th) to hold a free barbecue on the playing field prior to the lighting of a beacon at 9.30pm. The Parish Council agreed in principle to provide funding of circa £50 for this. The Church bells would be rung earlier at 6.30pm.

6. The Council approved as accurate the minutes of the meeting held on 9th January 2025

7. Planning

The Council considered the Parish Council's responses to any planning application consultations notified by the District Council

DC/25/00846 Mizpah, Bells Lane, Hinderclay, Diss Suffolk IP22 1HW
The Council agreed that it supported the application.

8. To review progress on the recommendations in the Internal Audit report for 2023/2024

Council noted that:

- a) Financial Regulations were updated during the current year 2024/2025 (November 2024 minutes)
- b) the current Clerk was appointed as both Clerk and Responsible Financial Officer with a standard contract of employment in April 2024, with duties as specified in Standing Orders and Financial Regulations (April 2024 minutes)
- c) a reclaim for VAT payments for the last two years had been submitted to HMRC (March 2025)
- d) the Risk Assessment (June 2024 minutes) had been published on the website

- e) the Internal Controls Statement (June 2024 minutes) had been published on the website
- f) Budget Reports are provided by the Clerk at each Council meeting
- g) documentation had been uploaded to the website to meet the transparency requirements for a smaller council with a turnover under £25,000

Council considered and adopted

- h) a General Reserves Policy
 - i) an updated Data Protection Policy
9. Council reviewed and re-adopted its Grants Policy, agreeing that grants would not normally exceed £600
10. Finances
- a. Council received the latest Budget Report
 - b. Council approved the Payments Schedule

- 11 Council considered arrangements for the cleaning of the bus shelter and telephone kiosk. Local window cleaners would be approached to see if they would be interested.

12. Information updates from Councillors

Regarding the new tree on the green, it was felt that a deer guard would be a good idea.

JH reported that the outer casing of the defib was peeling and rusting and also that it would need a service soon. The last service had cost in the region of £135 +VAT. A four-year service plan was also available. She would report back to the next meeting.

JH also suggested that when the noticeboards were moved to the bus shelter that planters be constructed for where they had been. These would then be planted up by the Garden Club. This was thought to be a good idea in principle and JH would price up and report back.

13. Council to review any action points raised at previous meetings and not already considered

It was noted that for the siting of speed indicator devices, the next step would be the paperwork required by the Suffolk Highways.

14. The Council approved the schedule of meetings for 2025/2026 with a change of the date for the next meeting, which would now be Thursday 15th May 2025 at 7pm followed by the Annual Parish Meeting.