

**MINUTES of the Meeting of HINDERCLAY PARISH COUNCIL**  
**14<sup>th</sup> September 2023**  
**Hinderclay Village Hall**  
**19.30 pm**

**Present:**

Paul Rose (Chairman), Suzie Vincent (Vice Chairwoman), Michael Bishop, Jessica Holligan-Hollingsworth.

**Apologies:**

Lindsey Aves, Rob Maguire

**In Attendance:**

Jackie Pursehouse (Clerk)

1. Apologies were received from LA and RM for their absence.
2. There were no declarations of interest.
3. The Minutes of the Parish Council Meeting of, 13<sup>th</sup> July 2023, were confirmed unanimously and signed by the Chairman.
4. Feedback from previous meetings:
  - a. John Thornhill was not keen on allowing an open car park on his land, as an overflow for the Village Hall. Would consider on a function by function basis, if asked.
  - b. SV has notified Jessica Flemming of the highways problems, and will also ask about adding a weight restriction for vehicles, through the village.
5. It was agreed, that there is nothing the Council can do regarding the beet lorries passing through the village. There are no legal restrictions in place.
6. Update from the Hinderclay Fen Trust:

The LOHP have renewed their lease for another seven years. The lease has increased from £50.00 to £472 per year. The lease is linked to the CPI (Consumer Price Index) and can be adjusted every three years.

The trust can offer small sums of financial support to villagers in need. If you or someone you know has financial problems, for instance visiting hospital or have an education need the Trustees can give financial support. This service will be totally confidential and known only to the Hinderclay Fen Trustees.

For help please contact Rev Cathy Bladen, Tel: 01359 250239 or by email [revcathybladen@gmail.com](mailto:revcathybladen@gmail.com)

7. Suffolk County Council have pledged to be the greenest county in the UK by 2030. Green Hinderclay are asking that the Parish Council work along side them , to help achieve this goal. AG will provide reports at each meeting. Funding will be available to parishioners to purchase items such as swift boxes.
8. Defibrillator
  - a. JH to get a sticker showing the 3 words relation to the 'What 3 Words' app. This will be displayed on the casing.
  - b. It was decided not to purchase paediatric pads, as the adult's ones can be used universally. Advice would be given over the phone, on how to use them, in in emergency.
  - c. 43 people have been trained in defib use. A yearly update will be given.

- d. It was agreed that information from the defib group, would be included in the village newsletter.
- e. The defib is checked weekly, and the checks are recorded.
- 9. SV to write a public procurement policy.
- 10. AG found out that there was going to be a training day to enable parishioners to tidy up hedges and signs in villages. By completing this day, parishioners would get the necessary PPE and insurance to carry out the task. AG to get names and organise attendance. The course is on 30<sup>th</sup> October at Gt Barton.
- 11. JP to put a notice in the village newsletter, asking people to tidy up their hedges to free up signs and footpaths. It is now safe for the birds, for this to be done.
- 12. AG to look into getting a community compost bin/heap.
- 13. The Standing Orders were unanimously agreed.
- 14. The procedures policies were unanimously agreed.
- 15. AG to produce a defib policy.
- 16. AG to re-write the risk assessment policies. It was agreed that the Covid policy be put to rest, unless later advised.
- 17. Internal Audit Report was unanimously agreed.
- 18. The insurance policy was unanimously agreed.
- 19. JHH to look into which email address should be used for contact.
- 20. Finance

The bank had a reconciliation balance of £8018.59 as at 11<sup>th</sup> September 2023.

The following cheques were unanimously agreed:

|        |      |                |         |
|--------|------|----------------|---------|
| 100899 | SALC | training/audit | £274.80 |
| 100900 | MSDC | election fees  | £131.41 |
| 100901 | Void |                |         |
| 100902 | JPP  | expenses       | £97.77  |
| 100903 | JPP  | wages          | £498.51 |
| 100904 | CAS  | Insurance      | £304.25 |

Next meeting - 9<sup>th</sup> November 2023