

HARKSTEAD PARISH COUNCIL
MINUTES OF THE MEETING OF HARKSTEAD PARISH COUNCIL
Held Monday 3rd April 2023 19.30hrs

Present: Cllr Alison Looser – Chairman
Cllr William Wrinch, Cllr Mike Crouch, Cllr Cathy Crouch

In attendance: SCC Cllr Simon Harley (from 20.09hrs), BDC Cllr Mary McLaren,
Isabelle Reece (Parish Clerk)

23.04.1 APOLOGIES FOR ABSENCE

There were none

23.04.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEMS & DISPENSATION

Cllr Wrinch and Cllr Cathy Crouch for the Village Hall

23.04.3 PUBLIC FORUM

There were no members of the public in attendance

23.04.4 MINUTES

23.04.4.1

The Minutes of the Meeting held on 6th March were approved & signed by the Chairman

23.04.4.2

Outstanding actions not covered elsewhere on the agenda

Cllr C Crouch considered inclusion of Clerk's Reports embedded within the Minutes potentially confusing and pointed out various typing errors: the Clerk agreed to post them separately in future and apologized for the errors. At this point issues under Agenda item **23.04.6.3** were also discussed, resulting in a plan to deal with long-standing issues regarding banking arrangements. It was **AGREED** that in the first instance Cllr Wrinch would pursue the matter with the previous clerk and with Barclays Bank to ascertain her Mandate Status, and that of other councillors. Should this action be fruitless then the BMSDC Monitoring Officer's advice would be sought.

23.04.5 TO RECEIVE COUNTY & DISTRICT COUNCILLORS' REPORTS

23.04.5.1 Babergh District Council

Cllr McLaren's report was received and noted.

23.04.5.2 Suffolk County Council

Cllr Harley's report had been received

23.04.6 FINANCIAL & GOVERNANCE MATTERS

23.04.6.1 Clerk's Reports

The Clerk had nothing to report & had not received information necessary to produce a detailed Financial Report

23.04.6.2

The following **Requested Orders for Payment** were **APPROVED:**

£80.32 – Clerk's Salary (March)

£54.00 – SALC (Payroll Service)

23.04.6.3

There were no Other Financial Matters

23.04.6.4 Millennium Green

The Clerk had still received no reply to any of her correspondence with the Millennium Green Trust. No progress can be made on the previously agreed Action Plan until legally appropriate administrative arrangements between the two entities of the Parish Council and Harkstead Millennium Green Trust are established. Existing and possible future maintenance provisions were also discussed briefly. **ACTION:** Cllrs Mike & Cathy Crouch to contact Chairman of MGT (Andrew Donnison) in order to promote cordial and constructive communication between the two organizations

23.04.6.5

There were no Other Governance Matters

23.04.7 FORESHORE MANAGEMENT PLAN

Cllr M Crouch's **PROPOSED** Foreshore Management Plan was **SECONDED** by Cllr C Crouch and **AGREED**. The following **ACTIONS** were **AGREED**: Chairman Cllr Looser to draft an informative article about the Foreshore for inclusion on the Parish Website; Cllr M Crouch to update Plan to include suggested task allocations for individual Councillors & Clerk; Clerk to contact Holbrook PC to inform them of Plan and of Cllr Crouch's cordial willingness to visit Holbrook PC to discuss them further.

23.04.8 CORRESPONDENCE

No other actions were considered necessary

23.04.9 PLANNING

23.04.9.1

No Planning Applications had been received

23.04.9.2

No Decision Notices had been received

23.04.9.3

AGREED ACTIONS on other Planning Matters – Planning along the Stour Estuary: Cllr M Crouch to establish informal contact with Wrabness Parish Council; Joint Local Plan Consultation: Cllr M Crouch to draft Comments for Clerk to submit to BMSDC Planning Department

23.04.10 TO RECEIVE REPORTS

23.04.10.1 Village Hall

Nothing to Report

23.04.10.2 Footpaths

Nothing to report

**23.04.11 MATTERS BROUGHT TO THE ATTENTION OF THE COUNCIL,
FUTURE AGENDA ITEMS**

Footpath Audit; Location of Notice Board; Council Organization & Allocation of Responsibilities & Tasks; Parking Issues

**23.04.12 TO AGREE DATE OF NEXT MEETING & DATE OF ANNUAL PARISH
MEETING**

The First Meeting of the (New) Parish Council will be on Monday 22nd May, immediately following the Annual Parish Meeting

It being Councillor Mary McLaren's last Meeting before the District Council Elections the Chairman expressed the Parish Council's thanks for all her support to the Parish while in office.

It being Councillor William Wrinch's last Meeting as Member of Harkstead Parish Council, the Chairman paid tribute to and thanked him for his very long-standing service while on the Council.

The Chairman had that day received notice from Councillor Ratliff that she would not be standing for re-election and expressed the Council's thanks for her service while on the Council

The Chairman closed the Meeting at 21.04hrs

Signed _____ (Chairman)

Dated _____