

**Minutes of Hitcham Parish Council meeting held on Monday 9<sup>th</sup> March 2020  
commencing at 7.00pm in Hitcham Village Hall**

**Present:** Allan Scott, Chairman; Pauline Squirrell, Wendy Crease, Brian Hubbard; Paul Marshall; Jim Morgan; Doreen Neun, Clerk/RFO

This meeting precedes the Annual Parish Meeting which will contain the reports from the County and District Councillors; Parish Council Chairman and Police

**Apologies for Absence:**

These had been received from Robert Whiting due to family illness. This absence was agreed by those present.

**Declaration of Pecuniary Interest:**

None were declared.

**Minutes of Meeting held on 30<sup>th</sup> January 2020:**

These were agreed as being a true record of that meeting. Proposed: Jim Morgan  
Seconded: Brian Hubbard.

**Matters Arising from Meeting held on 30<sup>th</sup> January 2020:**

- a) Neighbourhood Plan: Mr Morgan a question on a consultation is now in the latest edition of Hitcham News asking for comments. A strategy is needed for engagement.
- b) Fourth SID post: No further progress.
- c) Bus Service: Cllr Lindsay has included this in his report to be read out during the Annual Parish meeting which follows this meeting.
- d) Neighbourhood Watch Scheme: This could be tried in with helping the community should Coronavirus stops people going to shops. Suggested groups of houses designated to help one another out, especially if anyone is isolated. Mrs Squirrell suggested a card which could be put in residents' windows if they have to self-isolate. Use of the village shop could be incorporated in any help scheme and its use should be encouraged.
- e) Old School House: Mrs Squirrell will provide name of owner. A resident had enquired about the state of the house and asked whether it is listed at all.
- f) Roundabout: Mrs Crease said implementation and delivery were going quite well. It was encouraging interaction between villages.

**Correspondence:**

- a) Mrs Squirrell reported a letter regarding the lack of affordable housing for young people. It is hoped a Neighbourhood Plan could address this problem although it is very difficult.

**Planning Matters:**

- a) Brick House Farm new dwelling application: As the deadline for comments was 12<sup>th</sup> March, the Clerk had obtained an extension to 24<sup>th</sup> March for sending a response to Babergh. Plans had been circulated prior to this meeting and a discussion ensued on the suitability of the proposed building. It was felt that the road entrance was still a problem and the entrance/exit splay could be on someone else's land. There could be an impact on a historic site. Some members felt that the modern design may not sit well with the buildings nearby. The erection of the new house could set a precedent of further building outside of the village envelope. It was suggested that a site visit with the owner could help clarify concerns. This would be investigated as a possibility.

cont.....

**Finance Report:**

- a) The RFO circulated up-to-date figures and budget forecast.
- b) Current bank balances as at 1<sup>st</sup> March stand as follows:  
Hitcham Parish Council Account:  
Statement 24           £16,500.29  
Outstanding payments: 7 x £100 S137 donations  
Hitcham Community Play Area Account  
Statement 13           £142.26 All payments cleared
- c) Approval was given for the following payments and cheques drawn accordingly:
- |                             |           |   |
|-----------------------------|-----------|---|
| Mrs D Neun                  | 300.00    | Clerk's salary Jan-March'20             |
| HMRC 120PW00311648          | £75.00    | Clerk's PAYE Jan-March'20               |
| Monks Eleigh Parish Council | £21.80    | Part cost of Speedwatch gun battery     |
| Mill House Media            | £60.00    | Annual website hosting fee              |
| Babergh District Council    | £196.80   | Litter/dog bins emptying 2019           |
| Hitcham Village Hall        | £96.00    | 2019-20 village hall meeting room hire  |
| Mrs D Neun                  | £42.31    | Clerk's admin expenses                  |
| Hitcham Parish Church       | £1,500.00 | Annual grounds maintenance contribution |
- d) It was noted that the approval of the 2018-19 Audit Review was omitted from the 11<sup>th</sup> November 2019 meeting minutes although understanding of some legal comments were needed.

**Date of Next Meeting:**

This was fixed for Monday 11<sup>th</sup> May commencing at 7.30pm in the Village Hall

The meeting then closed at 7.30pm to be followed immediately by Annual Parish Meeting.

**Addendum:**

Following the Annual Parish meeting it was agreed to transfer £1,000 from the Hitcham Parish Council account to Hitcham Community Play Area account to cover any maintenance costs which may arise should Coronavirus impact on using banking facilities. Cheque 170 was drawn accordingly.