

Hargrave Parish Council

Parish Clerk: Nicola Calder

The 6 Bells, The Street, Horringer, IP29 5SJ

Email: clerk@hargravesuffolk-pc.gov.uk

Website: www.hargravesuffolk-pc.gov.uk

The Parish Councillors of HARGRAVE PARISH COUNCIL are summoned to a meeting of the Parish Council on Tuesday 13th January 2026 commencing at 7.30pm in Hargrave Village Hall.

Members of the public are welcome to join the meeting and can speak during the public forum, thereafter, the public are welcome to stay and observe the meeting but may not address the council.

Councillors present: David Taylor, Antonia King, Sharon Mattheus, David Williams, Toby Bancroft.

Also present: District Councillor Chester, County Councillor Bennett, Nicola Calder (Clerk)

MINUTES

1.	Chairman's welcome and opening statement.
2.	Apologies – Simon deLaat, Sally Cansdale a) To receive and accept apologies and reason for absence.
3.	Declarations of interest - None a) Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests. b) To receive notification of gifts of hospitality exceeding £50.00. c) To note the determination of requests for dispensation.
4.	PUBLIC FORUM - None in attendance
5.	To agree and sign minutes from meeting 11/11/25 – Proposed D Taylor, Seconded <i>(Paper copies to be signed off by the Chairman for the file)</i>
6.	REPORTS FOR INFORMATION – a) Report from County Councillor – Bobby Bennett – Pot holes are being addressed. b) Report from District Councillor – Mike Chester – Report seen as read. c) Report from Village Hall Charity – Simon de Laat – Report seen as read. d) Report on village and parish green spaces and tree planting – Toby Bancroft – AP1 - TB Carry forward. e) Report on SID data – Hargrave speed data – No update on data as SID has been passed to Ousden before we could collect the data from the SID. We will have it for next meeting. f) Report on Transfer of Hargrave Heritage Website – Antonia King <ul style="list-style-type: none">• Good progress with the new website despite its limitations. All the basic structure is complete including the Graveyard section and Census section.• The 4 main sections. This is where most of the growth and amendments will occur.• Amendments will be simple once it has been set up.• The buildings section and the Families section has been completed. Memories and History (the two biggest sections) to complete. We are aiming for completion by the spring.• Nick Newman is the major contributor to the site. He will be sent copies of the templates so he can write the articles in the right format in 'Word' ready for publication.
7.	Review action points from last meeting – as previously circulated <ul style="list-style-type: none">• AP1 – TB DT has asked TB to write thoughts on each area including the church yard for discussion at the next meeting. – Carry forward• AP2 – DT Hargrave Heritage Society – To investigate a solution to transfer the website over. – The Website needs to be updated. Suffolk cloud has been contacted to action a transfer from the existing site to the new site. We have a solution, but it will take a while. – Now on reports – remove.• AP3 - DT has contacted Jill Upton on who owns which pieces of land in the village – A map is being created – carry forward• AP4 - DT to follow through, Birds end speed limit. – We have secured the Mary Evans grant which has been allocated. It can be used for other Highways issues. £3500. Should be discussed at a later date. – Carry Forward.

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	<ul style="list-style-type: none">Hargrave Newsletter – The PC have decided to produce a quarterly newsletter to be distributed around the village. AP5 – AK & NC – Now on agenda – remove.AP6 – NC to fill in precept form. - Done
8.	<p>To receive and consider all financial matters coming forth from the RFO –</p> <ol style="list-style-type: none">To approve items for payment – future and retrospective. - agreedTo note the accounts paid since the last meeting. - agreedTo consider and receive the Bank Reconciliations for period. - agreedTo sign the precept paperwork with the final figure. – The final figure of £6030 was approved by the council. In real terms it would mean a 5.00% increase (£2.37 for a Band D property). The Chair and Clerk signed the precept application form for submission.Link to Finance figures, no queries raised. https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Finance/2025-2026-Meeting-reports-and-budget-reviews/26-01-Meeting/25-11-12-Finance-Report.pdfLink to Q3 figures, no queries raised. https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Finance/2025-2026-Meeting-reports-and-budget-reviews/26-01-Meeting/25-26-Q3-Review.pdfTo approve and sign the checklist of Internal Controls: Cllr King signed.
9.	<p>To receive and consider matters relating to the following:</p> <ol style="list-style-type: none">New footpath bridge. – Been redone.Swing for play area. – Being delivered.Response from Matthew Fox- Highways & discuss how to use monies from Mary Evans. - ideas to be circulated to how spend the money.Response to the email detailing a review of parish councils. – not relevantDiscuss moving the July meeting. – from the 14th to the 7th. – All agreed.Discuss content of the Newsletter.<ul style="list-style-type: none">The PC meeting agreed we should work on the first village newsletter from the PC and would like it delivered by the end of January. AP2 – AK Produce and send for delivery.Agreed as to content is a Chairman's opening statement which will include a very brief summary of items coming up at PC meetings as well as future items. The concept of the regular quarterly PC update including current work on the play area repairs.T.Bancroft - to write up about the intention of having a village wide plan to improve the village environment. Including the participation of the village in the final shaping of those improvements.D.Williams - to write up about traffic monitoring and the possibility of working in partnership with neighbouring villages on traffic issues.A.King - to write about the work on transferring The Heritage data to the Hargrave website. A.King will be the editor.S.deLaat - Update on the village hall.January 21st – Deadline, 26th draft sent out, 27th printing, 28th ready for delivery.McGregor trimming the bushes but they left the branches in place. They should have been taken away. AP5 – NC Write to them.
10.	<p>Planning Applications to be considered by the council</p> <ul style="list-style-type: none">DC/25/2009/P3CMA - Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use from commercial/business/service to one dwelling (class C3) - Willow Park – Approval from the PC
11.	<p>Items for discussion at the next meeting</p> <p>To review and adopt policies and procedures AP6 – ALL NC will e-mail the councillors when added to website.</p>
12.	<p>Date of future meetings:</p> <p>10/03/26, 12/05/26, 07/07/26, 08/09/26, 10/11/26</p>

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13.	Close of meeting 8:40pm
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