

Hargrave Parish Council

Parish Clerk: Nicola Calder

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

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The Parish Councillors of HARGRAVE PARISH COUNCIL are summoned to a meeting of the Parish Council on Tuesday 10th March 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, David Williams, Simon deLaat, Sally Cansdale

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

MINUTES

1.	Chairman's welcome and opening statement. Harry Wiseman has passed away; he was a well-recognised resident of Hargrave. Our condolences go out to his family.
2.	Apologies – Toby Bancroft, Sharon Mattheus, Cllr Bennett 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 present
5.	To agree and sign minutes from meeting 13/01/26 – Proposed D Taylor, Seconded A King <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 – Report seen as read. b) Report from District Councillor – Mike Chester – Report seen as read. c) Report from Village Hall Charity – Simon de Laat – The land at the front of the village hall has been defined and will be registered to the Village Hall charity. d) Report on village and parish green spaces and tree planting – Toby Bancroft – No update. e) Report on SID data – Hargrave speed data – DW <ul style="list-style-type: none">○ It is reported that the SID has on several occasions had been turned to face the field so as you couldn't see the front from the road.○ Latest data was an improvement no one over 80mph, a vehicle was recorded travelling at 65mph coming into the village.○ There has been roadworks both ends of the village which has slowed the traffic down.○ E-mail from resident discussed re speed/lorries in the village. AP1 – DW To reply and gather more information. Contact the companies of the lorries and explain that we are concerned of their speed traveling though Hargrave. We need number and number plates. f) Report on Transfer of Hargrave Heritage Website – Antonia King – Meeting with Paul on the 17 th March. The transfer has been completed; AK will start the take-over process.
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. – REMOVE● 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. – DONE● AP2 - DT has contacted Jill Upton on who owns which pieces of land in the village – A map is being created – carry forward● AP3 - 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 – Add to agenda for AGM.

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	<ul style="list-style-type: none">• McGregor trimming the bushes, but they left the branches in place. They should have been taken away. AP5—NC Write to them. - DONE• To review and adopt policies and procedures AP6—ALL NC will e-mail the councillors when added to website. - DONE
8.	<p>To receive and consider all financial matters coming forth from the RFO</p> <ul style="list-style-type: none">a) To approve items for payment – future and retrospective. – All agreed -Parish Online needs to be cancelled.b) To note the accounts paid since the last meeting. – All agreedc) To consider and receive the Bank Reconciliations for period. – All agreedd) To approve and sign the internal controls checklist. – All agreede) Link to Finance figures, no queries raised. assets/Parish-Council/Finance/2025-2026-Meeting-reports-and-budget-reviews/26-03-Meeting/26-01-02-Finance-report.pdff) To formally appoint Mrs N Calder as the RFO for the year 2026/27. – All agreedg) To formally appoint SALC for Internal audit 2025/26. – All agreedh) To review & sign the Fixed asset register. – All agreedi) To approve the Financial Risk assessment. – All agreedj) To discuss Microsoft 365 subscription. – The automatic renewal has been turned off and £204.97 to be returned to AK as it has been renewing on a personal card. The account has been updated with a new card.k) VAT Return – To be completed.
9.	<p>To receive and consider matters relating to the following:</p> <ul style="list-style-type: none">a) To discuss any feedback regarding the parish newsletter sent out in January and to consider including it in future Hargrave Magazine issues. – It was agreed that the first issue was a success and the PC would continue to publish a regular individual newsletter. Also agreed was the request from Hargrave Magazine to include something in their issues. It would be a brief overview of PC news and contact details. DW to email Hargrave Magazine with the PC decision.b) To discuss content of the APM<ol style="list-style-type: none">1. Money from Mary Evans for traffic measures.2. Parish Council Newsletter will go out to on the 23rd April to advertise APM.c) To respond to the Suffolk Highways Town and Parsh Council Survey (pdf copy of survey in Associated papers folder). - DONEd) To discuss the new 20mph speed limit changes – Not relevant to Hargrave.e) To discuss e-mail from resident regarding the New Parish Newsletter – AP4 – DT to reply.f) To discuss the plans for the Forest City. SdL went to the public meeting, nothing to report as it stands.
10.	<p>Volunteer projects for the year:</p> <ul style="list-style-type: none">a) to discuss plans for a spring litter pick and agree to a suitable date 29th March 10:30am AP5 – AK to advertise. https://www.westsuffolk.gov.uk/lwyl/arrange-a-litter-pick-group.cfmb) to organise a working party to tidy and weed the new trees on Knowles Green. Sunday 12th April. Contact past family's. AP6 - NCc) Washing village signs. AP7 – AK to organise.d) to consider any further village projects for the year and establish if access to District/County Council locality budgets or community funding maybe required. – add to newsletter. AP8 - AK
11.	<p>Planning Applications to be considered by the council - None</p>
12.	<p>Items for discussion at the next meeting To review and adopt policies and procedures – some have been completed more to follow. Apologies from DW for the next meeting.</p>
13.	<p>Date of future meetings: 12/05/26 (APM/AGM), 07/07/26, 08/09/26, 10/11/26</p>
14.	<p>Close of meeting 8:50pm</p>