

POLSTEAD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH
Tel: 01787 375085 email: polsteadpc@btinternet.com

PUBLIC NOTICE

A Meeting of Polstead Parish Council will be held on

Thursday 15th April 2021 starting at 7.30pm

Via a Zoom Videoconference.

Members of public who wish to attend this meeting via Zoom or a telephone line should use the following joining instructions.

Join Zoom Meeting

<https://us02web.zoom.us/j/81340591218?pwd=UWQ1VHYrNzM0OEVDbzNXeEdNV1NUQT09>

Meeting ID: 813 4059 1218

Passcode: 926969

One tap mobile

+442034815240,,81340591218#,,,,*926969# United Kingdom

+442039017895,,81340591218#,,,,*926969# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

Meeting ID: 813 4059 1218

Passcode: 926969

Find your local number: <https://us02web.zoom.us/j/81340591218?pwd=UWQ1VHYrNzM0OEVDbzNXeEdNV1NUQT09>

Copies of draft and approved minutes are published on the Parish Council section of the Polstead Website www.polstead.onesuffolk.net

A copy of the draft or approved minutes can be requested from the Clerk, whose contact details are at the top of this notice.

**A Meeting of Polstead Parish Council to be held on
Thursday 15th April 2021 at 7.30pm via Videoconference**

The Public and Press are invited to attend with the public participation session being held at the meeting.

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council including the public participation session.



Dave Crimmin PSLCC
Clerk to Polstead Parish Council

8th April 2021

**A Meeting of Polstead Parish Council to be held on
Thursday 15th April 2021 at 7.30pm via Videoconference**

AGENDA

61. **Apologies** for absence
62. Receive **declarations of interests** and **requests for dispensation** from Councillors
63. Agree **Minutes** of Polstead Parish Council (PPC) meeting held on 18th March 2021
64. Receive **reports from County Councillor and District Councillor**
65. To receive **reports and questions from Councillors**
66. To receive **questions from Parishioners** (contributions to be limited to 2 mins)
67. Consider any issues raised at the **Polstead Annual Parish Meeting**
68. Agree actions on **emails circulated** to councillors by the Clerk since the last meeting
69. Agree actions required following review of the **Clerk's Report**
70. **Planning**
 - a. Consider **Planning Application.DC/21/01736 The Magpies, White Street Green** - Erection of front porch and enclose existing side porch, conversion of loft and installation of dormer window, rooflights and cladding.
 - b. Consider **Planning Application.DC/21/01941 Barn To The North Of Bower House Farm, Bower House Tye** - Application to determine if prior approval is required for a proposed: Change of use of Agricultural Building to a flexible use within Shops, Financial and Professional Services, Restaurants and Cafes, Business, Storage or Distribution, Hotels or Assembly or Leisure under Schedule 2, Part 3, Class R of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) - Change of use of Agricultural Building to Assembly Hall (D2).
 - c. Consider **Planning Application. DC/21/01728 Prospect House, Stackwood Road** - Extension and conversion of outbuilding to form 1no. single storey detached dwelling, together with improved vehicular access and construction of greenhouse.
 - d. Consider any **Planning Application received since the agenda was posted** requiring a response before the next scheduled meeting
 - e. **Consider the Status** of planning applications, appeals, enforcement referrals and potential planning issues.
71. **Finance**
 - a. From the **RFO Report** authorise payments made since the last meeting and to be made; note income received since the last meeting
 - b. Agree **CIL Return** to be sent to Babergh District Council.
72. Consider update on **Polstead WI's plans to convey their land** in Polstead
73. Consider a response to National Grid's **Bramford to Twinstead consultation**
74. Consider supporting the **Dedham Vale Society's Dark Skies Campaign**
75. Consider any issues raised regarding **Highways and Footpaths**
76. Consider any **asset, allotment, playground or playing field issues** including new metal bench around the tree on Polstead Green, maintenance of gate to play equipment, the sign on gate to playing field and the Play Equipment Inspection report
77. Future **agenda items**
78. **Next scheduled PPC meeting** will be held on Thursday 20th May 2021 at 7.30pm.

Agenda Item 62 Request for Dispensation

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation you need to write to the Clerk ahead of the meeting stating your reasons on why you should be given a dispensation.

Agenda Item 68 emails circulated

If there is an email that I have circulated which is not included on the agenda and you consider it should be discussed, please raise the item at this point.

Agenda Item 69 Clerk's Report

Minute	Action	Complete <input type="checkbox"/>
18/041	Sent reply to Lord of the Manor's solicitor.	
21/034 b	Payment to Church has been processed.	<input type="checkbox"/>
21/045	Minutes updated on Polstead website.	<input type="checkbox"/>
21/047	Red litter bin colour issue passed to Community Wardens.	
21/050	Flyer produced re PPC vacancies.	<input type="checkbox"/>
21/051	Sent planning application response(s) to Babergh.	<input type="checkbox"/>
21/052 b	Payments made to suppliers and councillor.	<input type="checkbox"/>
21/054	Meeting dates agreed with National Grid. PPC to confirm	
21/054	Meeting held with Little Cornard PC representative.	<input type="checkbox"/>
21/055	Standing Orders updated on website.	<input type="checkbox"/>
21/056	Pictures forwarded to Gordon Jones.	<input type="checkbox"/>
21/056	Police contacted re rat-run in Mill Street.	<input type="checkbox"/>
	Clerk delegated actions	
	None since last meeting.	
	Clerk Hours	
	As at 4th April 2021 - Hours Worked 375.25 / Hours Paid 390	

Associated Papers PPC for Meeting on 15th April 2021

Agenda Item 70e Planning Status

Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
DC/20/04417	Land Adjacent The Brewers Arms, Bower House Tye	Change of use of land for the erection of 6no. dwellings and the siting of 5no. holiday cabins including creation of car park and alterations to existing vehicular access.	20/206c	No objection	
DC/21/00361	Site Of Former Green Lawns Bonsai Nursery	Submission of Details (Reserved Matters in part) following Outline Application DC/18/04967 - Erection of 4 no. detached dwellings (Allowed under Appeal Decision APP/D3505/W/19/3240526). Access, Appearance, Landscaping, Layout and Scale for Phase 1 Site only - Erection of 1no. detached dwelling.	21/033a	No comment	Permission Granted 17/03/2021
DC/21/00289	Wannock, Hadleigh Heath	Erection of first floor extension to existing bungalow, insertion of 2No Dormers to front roof slope, rooflights and juliette balcony to rear; Erection of vaulted single storey rear extension,. Erection of single storey extension to garage.	21/033b	No objection	Permission Granted 22/03/2021
DC/21/00698	Alverstoke Farm, Boxford Road	Erection of extension to existing cattle shelter/ feed store.	21/033d	No objection	Permission Granted 30/03/2021
DC/21/00848	Bower House Farm, Bower House Tye	Change of use of land for the stationing of 2no shepherds huts for the provision of short term holiday let accommodation.	21/051a	Support	Permission Granted 30/03/2021

Agenda Item 71a RFO Report

Payments

15/04 2021	Babergh DC	Dog & Litter Bin emptying	£15.59
15/04 2021	Anglia Inspection Services	Play Park Inspection	£228.00
15/04 2021	Ben Patrick	Footpaths March	£315.00

Agenda Item 71b CIL Return

Polstead Parish Council		
Community Infrastructure Levy		
Reporting Year 1st April 2020 to 31st March 2021		
A	Total CIL Income carried over from previous year	£9,617.56
B	Total CIL income received (receipts)	£0.00
C	Total CIL spent (expenditure)	£0.00
D	Total CIL repaid following payment notice	£0.00
E	Total CIL retained at year-end (A+B-C-D)	£9,617.56
CIL Expenditure		
Item / Purpose		Amount Spent
Total Spent		£0.00
Signed	 DF Crimmin	Parish Clerk
Signed	Andrew Wade	Chairman
31st March 2020		

Agenda Item 74 Dark Skies Campaign

The Dedham Vale Society wrote in March regarding their proposed Dark Skies Campaign as follows:

“You may already be aware that the Dedham Vale Society is campaigning for Dark Sky Status for the Vale and the AONB within it. We are anxious to preserve the existing low light-pollution in the area and have been extensively measuring and recording the light-levels throughout the valley. Despite being only an hour or so from London, it is mostly very dark and by fulfilling the requirements of the Dark Skies Association, (IDA), and obtaining the relevant certification we hope to keep it that way. It would give some say over main highway illumination as well as local street lights and commercial lighting and additionally give some clout with householders too, helping to explain and educate in the use of security and general outside lighting, more careful aiming, and the use of shields, timers and motion sensors.

We are writing to local MPs and County Councillors to notify them of our campaign as well as to other amenity organisations in addition to bodies such as the National Trust and those responsible for National Parks.

The reason for us writing to you is to ask if we have your backing for this initiative. In due course we may need a letter of support from you to include in our application. There are a number of these Dark Sky reserves in the UK, most of which are in the North of England and Scotland, very few in the South and none as close to the capital as the Dedham Vale.”

Agenda Item 76 Play Equipment Inspections

I circulated the Play Equipment Inspection reports to you on

The only issues raised were:

- The yellow mushroom has become insecure, investigate and rectify
- One seat on the 3 seater roundabout has split, rectify. (We have a replacement for this if required)
- The centre board is becoming insecure on the Twist Panel Game No 2, rectify.

Agenda Item 77 Future Agenda items

For the May meeting we have the following items:

- Accounts for 2020 / 2021
- AGAR completion for 2020 / 2021
- Reserves Policy.