

# **POLSTEAD PARISH COUNCIL**

## **Minutes of the meeting held on Thursday 19<sup>th</sup> February 2009 in the Village Hall Polstead.**

**Present:** Mr Nick Brandt (in the Chair), Mr John Baxter, Mr Michael Hackford (Vice-Chair), Mr Richard Kilshaw, Mrs Anne Macwilson & Mrs Trish Ravensdale

**In attendance:** Mr David Yorke-Edwards (County Councillor,) Mrs Sue Wigglesworth (District Councillor) & Mrs Sandra Gray (Clerk) and five Members of the Public.

**1) Apologies for Absence:** Mrs Mandy Flather. The Councillors consented to this absence

### **2) Declarations of Interests:**

Councillor Trish Ravensdale declared an interest in Agenda Item 7, Planning Application No:B/09/0007/FHA. The Declarations of Interest Book was signed. Vice-Chair Michael Hackford declared an interest in Agenda Item 7, Planning Application No:B/08/01888/LBC. The Declarations of Interest Book was signed.

### **3) Minutes of the meetings of 15<sup>th</sup> January 2009.**

The Minutes were approved by the Council and signed by the Chairman.

### **4) Reports:**

#### **A) County Councillor**

David Yorke-Edwards reported that the County Council Tax for the next financial year would be a 2.45% increase, the fourth lowest in the country. David Yorke-Edwards emphasised that despite the low percentage increase it did not mean Suffolk County Council would be cutting back on their services. The decision on the reform of Local Government would now be made in the middle of July 2009.

.

#### **B) District Councillor**

Sue Wigglesworth reported that the Hadleigh Leisure facilities plan had now been delayed due to local issues. At the request of the Chairman, Sue Wigglesworth would investigate some form of training for the Parish Council in relation to the 2008 Planning Act.

#### **C) Suffolk Constabulary**

In the absence of any representative, the Clerk read to the Council the latest report from Hadleigh Station which stated that no crimes had been reported for Polstead.

### **5) Reports & Questions from Councillors:**

Councillor Richard Kilshaw reported that he had received several enquiries from Parishioners regarding the loss of the elm hedge by the shop. Sue Wigglesworth confirmed that she would report the situation under Agenda Item 6.

Vice-Chair Michael Hackford requested that a pictographic notice of “No Dogs Allowed” be placed on the gates of the Playing Field as dog owners were not heeding the written notice. The council agreed to this request.

## **6) Reports & Questions from Parishioners**

The Chairman of the Village Hall Committee, Mrs Sue Wigglesworth reported to the Council that, after a meeting with Peter Berry, the Countryside Officer from Babergh District Council, the roots of the elm/yew hedge were completely removed on his advice. A new hedge of approximately 80% hawthorn and 20% mixed species, e.g. field maple and dog rose, would be planted in late autumn. The Village Hall Committee would be applying for a grant to fund this project. Following the fire risk assessment for the Village Hall, small changes had taken place, such as the wheelie bins being no longer stored close to the building. It was suggested by the Council that the Village Hall Committee write an article in the Newsletter regarding the plans for the old elm/yew hedge to ensure Parishioners were aware of the changes.

## **7) Planning Matters**

### **A) Pre-Agenda Applications:**

#### **Planning Application No: B/08/01888/LBC D’arcy Cottage Rockalls Road Polstead Colchester CO6 5AR. Application for Listed Building Consent- Demolition of a brick wall**

The Clerk read to the Council the objections she had received from Parishioners regarding the above application. The Clerk advised the Council that, as at the time of the meeting, the views of Suffolk Highways were not available. The Clerk had been advised by the planning Officer that this application was to be viewed as a listed building consent.

#### **Planning Application No: B/09/00090/FHA Belgic House, Spring Lane, Polstead, Colchester CO10 5JP. Erection of a front porch.**

The Council discussed the above application and had no objections in relation to the Babergh Local Plan CN05.

#### **Planning Application No: B/09/00071/FHA 19 Rockalls Road Polstead Colchester CO6 5AR. Erection of two-storey side and rear extension, a rear conservatory and detached single garage (existing outbuilding to be demolished), amended scheme to that approved under P.P.B/04/00059/FHA.**

The Chairman read to the Council the objections which had been received from Parishioners regarding the above application. The Clerk advised the Council that as at the time of the meeting the views of Suffolk Highways were not available. Vice-Chair Michael Hackford reported to the Council that a previous Planning Application No: B/04/01670 for a two storey rear side extension had been refused due to not conforming to CNO1 as it was not of “appropriate scale, form detailed design” and “the environment surrounding the site”. The Council discussed the above application and objected to the application in relation to CNO1 and CNO8 of the local Plan, that it was not of appropriate scale for the environment.

**Planning Application No: B/09/00088/FHA White Gables, Stackwood Road, Hadleigh Heath, Polstead Ipswich IP7 5NZ. Erection of detached double garage and separate storage area (existing garage and shed to be demolishes).**

The Clerk advised the Council that as at the time of the meeting the views of Suffolk Highways were not available. The Council discussed the above application and had no objections.

**Planning Application No: B/09/00125/FHA. Belgic House, Spring Lane, Polstead, Colchester CO10 5JP. Erection of single-storey side to extension to form garage and sun room (amended scheme to that approved under P.P. B/08/00889/FHA)**

The Clerk advised the Council that as at the time of the meeting the views of Suffolk Highways were not available. The Council discussed the above application and had no objections in relation to CNO6 of the Local Babergh Plan.

**Planning Application No: B/08/01734/FUL/BEL Land South of St Marys Church Water Lane Polstead. Change of use of agricultural land to form churchyard including re-positioned and new boundary fencing.**

The Clerk reported that Planning Permission had been granted.

**Planning Application No: B/07/01844/AGD Part OS 3928 Land north of Shelley Road Polstead Colchester. Notification under Part 6 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 –Erection of machinery store.**

The Clerk reported that the above application had been withdrawn.

**Planning Application No: B/07/02028/FHA White House Farm Straight Road Polstead Colchester CO6 5DL. Erection of Garden Building.**

The Clerk reported to the Council that the hearing for the appeal of the above application will be held at the Council Offices at 10.00am on 19<sup>th</sup> March 2009.

#### **B) Other Planning Matters:**

The Clerk reported to the Council that her attendance at the e-Planning Course at SALC had been successful. The Town and Country Planning (General Permitted Development)(Amendment)(NO.2)(England) Order 2008 amends the Town and Country Planning (General Permitted Development) Order 1995 which confers permitted development rights on certain planning matters. The Council were notified of the website [www.planningportal.gov.uk](http://www.planningportal.gov.uk) and were made aware that the Parish of Polstead is in a conservation area and, therefore, Councillors would need to check the Babergh website as well as the planning portal if a parishioner enquired about any building put up without notification.

The Clerk also advised the Council of the equipment SALC would be able to purchase on behalf of the Council and grants available to help fund items such as a laptop, projector and stand. It was unanimously agreed for the Clerk to apply for the grants and arrange tuition for the Chairman regarding the laptop, proposed by Vice-Chair Michael Hackford, seconded by Councillor Trish Ravensdale.

#### **8) Financial Matters:**

The Clerk reported that she had received a quotation for the felling of the Cherry Tree on the allotments:

- RBS Tree Surgery Ltd £90.00 plus VAT.

It was agreed by the Council that, assuming all the quotations requested were available, a decision would be made at the March meeting.

### **9) Highways and Footpaths**

The Clerk reported to the Council that Kevin Verlander would do his best to accommodate the wishes of the Council with regards to Footpath 13 and 35.

The Chairman reported that he had arranged a meeting with Kevin Verlander on Monday 23<sup>rd</sup> February 2009 and Adam Sedgwick the Chairman of Stoke by Nayland Parish Council to discuss the following:

- 1) Division of responsibility between Suffolk County Council, Polstead, Stoke by Nayland Parish Councils and landowners
- 2) Funding
- 3) Re-classification of inappropriate Byways
- 4) AOB

The Clerk had written to Susanna Rendall regarding the Permissive Footpath on the B1068. The Council agreed for the Clerk to write to S Rendall and invite her to the Council meeting on the 19<sup>th</sup> March 2009 to discuss the request.

The Chairman read to the Council his proposed letter to Highways regarding the flooding problems in Heath Road and the drainage at Carse Pond. The subject of Carse Pond was vigorously debated and the final agreement was for the Clerk to write to Mr Boutcher to explain the problems of the flooding in Heath Road/Carse Pond and to arrange a meeting with Mr Boutcher on site with the Councillors to discuss and clarify the situation of responsibility in relation to drains and ditches and any solutions.

The Chairman reported to the Council, as requested at the January meeting, the quotation for the work at Carse Pond. For the initial strimming, £20.00 and four cuts per year, £80.00. Keeping the run offs to Carse Pond and ditch at the northern end clear once a year, £20.00.

The Chairman, as requested at the January meeting, had spoken to the landowner of Byway 13 and Footpath 12 regarding the steel post. There is confusion regarding the legal status of byways and the landowner confirmed with the Chairman that he wished to place a kissing gate on the site. The steel post was a temporary measure while he was in discussion with Kevin Verlander, West Area Rights of Way Officer at Suffolk County Council. The main concern for the landowner was that vehicles had been using the By-Way illegally.

Councillor Richard Kilshaw expressed concern at the safety of the present pole with regards to walkers. The Clerk confirmed to the Council that, as the landowner was in discussion with Suffolk County Council, it was not a matter the Parish Council could pursue at this time. The Chairman said that the clarification of byways and the problem of solving Byway 13 and Footpath 12 would be raised at his meeting with Kevin Verlander on Monday 23<sup>rd</sup> February 2009.

Councillor Richard Kilshaw raised concerns that the local hunt had ridden their horses along footpaths 18 and 12 causing damage and making the paths unwalkable in some areas. It was agreed for the Chairman to raise this problem and propose that the hunt be asked contribute to the cost of the repairs of the footpaths at his meeting with Kevin Verlander on Monday 23<sup>rd</sup> February 2009.

Vice-Chair Michael Hackford reported to the Council that Mr R Lowe had walked the footpaths and reported that they were all “walkable” but the stile at Footpath 35 needed repairing and was too high for people to get over safely. It was agreed for the Clerk to report the stile to Suffolk County Council.

### **10) Bus Shelter**

Prior to the meeting, the Chairman had circulated his views (that he could not emphasise too strongly) to the Councillors. These stated that, as a responsible public authority, the Council must not proceed with this project unless and until they are completely satisfied that the Council are legally entitled to place a structure on the land in question.

Therefore, the Council agreed to the following actions regarding the proposed Bus Shelter:

1. A letter to be sent to Alan Keeble requesting sight of documented proof of his ownership of “the Triangle”.
2. The Chairman would pursue ownership of “the Triangle” with Suffolk County Council Highways.

### **11) Correspondence Received**

Since the Agenda had been issued the Clerk reported that the following correspondence had been received:

- The Local Councillor (one given to each Councillor)
- SALC Training Courses
- Spinal Injuries Association request to advertise Fish and Chip Supper
- Christmas Lights sale
- West Suffolk LSP Forum

Councillor John Baxter left the meeting at this point.

### **12) Chairman & Clerk’s Reports & Correspondence**

The Clerk informed the Council of the training courses available and informed the Council that, on the 27<sup>th</sup> February 2009, she would be attending a training course on the Power of Well Being in order to complete the CILCA.

### **13) Future Agenda Items and Dates of next meetings**

Bus Shelter

Carse Pond

Fees for Hadleigh Fishing Society for youth of Polstead

Homey Bridge Road

Hog Roast 2009

Financial Standing Orders

Clerks Contract and Salary

Section 137 Payments for 2008/9

Footpath Rockalls Road to FP35

Article for Magazine detailing the role of a Parish Council

19<sup>th</sup> March 2009

23<sup>rd</sup> April 2009

30<sup>th</sup> April 2009 (Annual Parish Meeting)

21<sup>st</sup> May 2009 (Annual General Meeting)

18<sup>th</sup> June 2009

16<sup>th</sup> July 2009

17<sup>th</sup> September 2009

15<sup>th</sup> October 2009

19<sup>th</sup> November 2009

**There being no further business the Chairman closed the meeting at 10.20pm**