

POLSTEAD PARISH COUNCIL

Minutes of Annual General Meeting held on Thursday 15th May 2008 in the Village Hall Polstead.

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

In attendance: Mrs Sandra Gray (Clerk), Mr Simon Barnett and Mr John Goodyear

1) Apologies for Absence: Mr David Yorke-Edwards (County Councillor), Mrs Sue Wigglesworth (District Councillor), Mrs Mandy Flather, Melissa Gaylean and Mr Alan Keeble.
The Councillors consented to these absences.

2) Declarations of Interests:

Councillor Richard Kilshaw declared an interest on Agenda Item 10. The Declarations of Interest Book was signed.

3) Minutes of the meeting of 17th April 2008

The Clerk read the revised report by the District Councillor, Sue Wigglesworth. The Minutes of the 17th April 2008 were approved by the Council and signed by the Chairman.

4) Matters Arising:

There were none

5) Election of Chairman:

Mr Nick Brandt was elected Chairman, proposed by: Mr Michael Hackford seconded by: Mrs Anne Macwilson, unanimously carried.

6) Election of Vice- Chair:

Mr Michael Hackford was elected Vice-Chair, proposed by: Mr Nick Brandt seconded by: Mr Richard Kilshaw, unanimously carried.

7) Election of Officers

Mr John Baxter was elected Transport Liaison Officer, and Mrs Trish Ravensdale was elected Village Hall Representative, proposed by: Mr Richard Kilshaw seconded by: Mr Michael Hackford, unanimously carried.

8) Reports:

County Councillor

No report was given

District Councillor

In the absence of Sue Wigglesworth, the Clerk read her report which stated that Mr Proctor had sold his land to a nearby resident and the site has been cleared of all clutter so the enforcement, which has been served, is now resolved.

The planning application for Cherry Nook will be going to Committee on the 28th May 2008.

Suffolk Constabulary

No report was given.

9) Bus Shelter/ Bus Stop:

Mr Simon Barnett from Suffolk Highways explained to the Council that he would be guided by what the Council wanted and would work with them. In terms of the cost of a bus shelter/stop, it would be by mutual agreement between the Council and Suffolk Highways.

Mr John Baxter explained the safety issue in Polstead around the Green, especially when the Playgroup children were arriving, and he demonstrated the number of cars parked with photographs. Councillors expressed concern that an accident was waiting to happen especially when a bus arrives at its present location at the same time as the playgroup arrival.

It was agreed that, regarding the location of the bus stop/shelter, some investigation would have to take place in terms of land ownership

The Chairman thanked Mr Barnett for his time and assistance with this matter and looked forward to working with him in the future.

10) Heath Road Footway:

Mr John Goodyear from Suffolk Highways discussed with the Council the safety issues and the proposed footway on Heath Road as well as the Council's wish to further discuss the clearing out of Carse Pond.

Due to the various options available it was agreed by the Council that the implementation of the Heath Road Footway be adjourned pending further investigation about the safety and feasibility of a location of a bus stop/shelter as well as the ownership of the highway.

The Chairman thanked Mr Goodyear for his time and assistance with this matter as well as the earlier meeting with the clerk and Mr Baxter and looked forward to working with him in the future.

11) To Receive Reports and Questions from Parishioners:

There were none.

12) Planning Matters:

A):Planning Application No: B/08/00518/FHA Nussteads Boxford Road Polstead Colchester CO6 5DN. Erection of detached outbuilding to provide garage and additional living accommodation.

The Councillors discussed the above application and had no objections in relation to Babergh Local Plan CNO1. However the Council would like to comment that there appears to be a danger of the development turning into construction of a new dwelling.

B) Any Urgent Planning Matters:

The following planning applications were received after the agenda had been distributed:

Planning Application No. B/08/00152/FUL/MB Land West of Snail Hall Millwood Road Polstead. Change of use of agricultural land to domestic garden. Erection of tennis court with demountable fencing.

The Clerk reported that planning permission had been granted with conditions.

Planning Application No B/08/00066/AGD/MB Alverstoke Farm Boxford Road, Polstead Colchester CO6 5DW. Notification under Part 6 of Schedule 2 of the Town and County Planning Order 1995-Erection of grain store/machinery shed.

The Clerk reported that planning permission had been granted with conditions

Planning Application No:B/08/00055/LBC/LJB Old Bakers White Street Green Polstead Colchester CO10 5JL. Application for Listed Building Consent-Insertion of replacement windows.

The Clerk reported that planning permission had been granted with conditions

The Chairman reported to the Council that he had attended the Planning Committee Meeting on 7th May 2008 at Cherry Nook Straight Road, planning Application No:B/08/00352/FUL/CJT. With regards to the amended plans for the vehicular access the Council agreed for the Clerk to send their concerns as stated in the attached letter, appendix two.

13) Summer Hog Roast

The Clerk reported that she had received several replies from residents in Polstead and comments on the whole had been favourable. It was noted that some parishioners did not realise that the hog was paid for by the Council, with drinks available at cost. It was agreed that the Councillors would confirm with parishioners that the hog is free and the Clerk would inform Councillor Sue Wigglesworth of the situation so that the Community Shop could also clarify the situation with parishioners.

Vice- Chair Michael Hackford updated the Council of the bands and music to be available.

The beer would be supplied by the local brewers, Mauldons and it was agreed that the Council would discuss the bar arrangements at the July meeting.

14) Allotment/Fencing

The Clerk reported that, since the meeting in April Mr Matthew Halsell would like to cultivate an allotment. The Council agreed for the Clerk to speak to Mr Halsell and see if he wished to cultivate a whole or half plot.

Consequently, with regards to the proposed fencing, the Council agreed to fence the area as originally proposed, that is, straight down the side. Mr Richard Kilshaw would clarify this all with Mr Sargeant.

The Chairman Mr Nick Brandt had arranged for the lower area to be cleared at his own expense and it was agreed by the Council for the Clerk to arrange for P & H Landscapes to cut the area as part of their contract. The Council agreed to reimburse the Chairman at £5.00 an hour for two people at four hours each. Vice-Chair Michael Hackford proposed a vote of thanks and appreciation for the Chairman's contribution to the fabric of the Public Open Space

15) Correspondence Received

Since the issue of the Agenda, the Clerk reported the following correspondence:

- Suffolk Preservation Society AGM 5th June 2008
- SALC- Police Community Support Officers Pilot
- Babergh Communities Together Network Meeting 22nd May 2008

16) Chairman & Clerk Reports & Correspondence

The Clerk reported that she had received a thank you note from the former Footpath warden Claire Hyde who was appreciative of her gift of vouchers and flowers.

The Clerk was now in receipt of a copy of a definitive map of the Public Rights of Way for Polstead to give Richard Sandford for the website.

The report of the Play Park and Playing Field was discussed and Mr John Baxter would look at the report and report back to the Council any work needed to be carried out. In the meantime, the Clerk would investigate the purchase of new signs requesting that no dogs be allowed in the playground.

The Village Green Teams had arranged a visit on the evening of 21st May 2008 to see the "Tools with a Mission" workshop in action.

A former Parish Clerk, Mrs Rita Gillen, had kindly forwarded copies of the correspondence between Suffolk County Council and herself with regards to the pond and the flooding.

The Clerk reported that a parishioner in Polstead Heath would like BT to know that, due to the area being in a mobile phone black spot and the reliance of modern phones on electricity, the removal of the telephone box would allow no access to the emergency services. It was agreed for these comments to be sent to BT.

It was agreed for the Clerk to inform Melissa Gaylean that cars were being parked on the Green and for the Clerk to place a notice again in the newsletter.

The Council agreed for the Clerk to attend the Top Tips and Templates C ILCA training at SALC, proposed by Mr John Baxter, seconded by, Vice-Chair Michael Hackford.

The Chairman reported that he had spoken to John Boucher of Suffolk Highways regarding the gates at Homey Bridge. It was agreed that, after discussion with Stoke Parish Council, the wooden gates would be replaced with metal ones. In legal terms the area is described as “another route with public access” resulting in difficulty to change its status and how much public access to be allowed.

The Clerk reported that the Summer Polstice would be on 21st June 2008.

17) Future Agenda Items

Hog Roast
Footpath Warden

18) Dates of next meetings

19th June 2008
17th July 2008
18th September 2008
16th October 2008

There being no further business the Chairman closed the meeting at 9.40pm.

Chairman

Date