

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 16th July 2015 in Polstead Village Hall at 7.30pm

Present: Cllrs Anne MacWillson (Chairman), James Oxford, Matthew Peck and Sue Wigglesworth.

Attending: Gordon Jones (Suffolk County Councillor), John Ward (Babergh District Councillor), PCSO Mandy Coleman, Dave Crimmin (Clerk) and 2 residents.

15/132 Apologies for Absence

Cllrs Flather (holiday), Page (holiday) and Patrick (District Councillor duties) sent their apologies.

15/133 Declaration of Interests and Requests for Dispensation

No interests were declared and no requests for dispensation had been received.

15/134 Minutes of Meeting held on 18th June 2015

The minutes of the meeting were approved by the councillors and signed by the Chairman as a correct record.

15/135 Reports from County and District Councillors and Suffolk Constabulary

Gordon Jones updated councillors on the Highways works currently being undertaken with regard to replacing 30mph signs, roundels, Heath Road signage and the recently conducted speed survey in Mill Lane. John Ward updated councillors on Babergh's Strategy progress and the proposed development of 2 dwellings at the site of Sharline in White Street Green. PCSO Coleman reported that no crime had been reported in the village during June and would update the Neighbourhood Watch Co-ordinator at Sudbury of the vacancy created in Polstead's Neighbourhood Watch scheme.

15/136 Reports and Question from Councillors and Chairman's Report

The Chairman reported that Paula Booth from the Dedham Vale AONB and Stour Valley Project was currently preparing a bid for electricity cables in Polstead to be buried and PPC should know in September if the bid has been successful.

15/137 Reports and Questions from Parishioners

No issues were raised.

15/138 Clerk's Report (Appendix A)

Following a review of the Clerk's Report by the councillors there were no further actions requested of the Clerk.

15/139 Correspondence (Appendix B)

Following a review of the Correspondence and emails there were no further actions requested of the Clerk.

15/140 Planning

- a. The councillors reviewed and **Planning Application B/15/00809 Old Bakers, White Street Green** - Application for Listed Building Consent - Replacement of roof tiles to rear lean-to with natural slate and resolved that they supported the application.
- b. The councillors reviewed **Planning Application B/15/00808 Old Bakers, White Street Green** - Erection of summer house and resolved that they supported the application.
- c. No further planning application had been received since the agenda was posted.
- d. The status of planning applications, enforcement referrals and appeals previously reviewed by PPC were as follows:

Signed Date.....

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Application Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
APP/D3505/Q/14/2222976	The Brambles, Holt Road	Appeal against refusal of Planning Application B/14/00162/ROC	14/158d	Nothing to add.	
B/15/00306/FHA	Rye House, Hadleigh Heath	Erection of single-storey extension and pitched roof to existing dwelling.	15/104a	Supported	Permission Granted 09/06/2015
B/15/00403/FUL	Sharline, White Street Green	Erection of 1 no. dwelling & 1 No. replacement dwelling (following demolition of existing property).	15/104b	Objected	
B/15/00533	Brewery Farm, Bower House Tye	Notification under Part 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015. Prior approval under Class M(a) Change of use from Animal Food Sales (Class A1 shops) to Dwelling house(s) (C3).	15/104c	No issues	Development Acceptable 07/07/2015
B/15/00581	The Ride, Straight Road	Erection of front and rear single storey extension.	15/123a	Supported	

15/141 Finance

- a. All cheques signed and due for signing, as itemised in Appendix C, were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the Bank Statements against the reconciliation.
- b. The councillors were told that the request from the Polstead Community Shop for support in the plan for groundwork alterations at the front of the Village Hall had been withdrawn.

15/142 Highways and Footpaths

The Chairman updated councillors that Jim Marshall was happy to continue as the Tree Warden for Polstead. The councillors agreed with SCC Highway's assessment that the speed survey conducted in Mill Lane had not raised any issues of concern.

15/143 Allotments

The councillors agreed that the official re-opening ceremony of the allotments held on Saturday 27th June 2015 had been a great success.

15/144 Assets, playground and playing field

The councillors were updated by the Chairman that Mrs Regan agreed that the commemorative bench would be a good addition for the allotments and the Clerk was asked to contact Mrs Regard for approval to order the bench and inscription. The councillors agreed to review PPC assets in their area of the village ahead of the September meeting.

15/145 Fit Village

Taster sessions of Nordic Walking has been arranged for Wednesdays at 10am starting in September. It was hoped that Polstead Projects and the Fit Village team will be able to introduce further activities in the village and the Chairman will liaise between the two groups.

15/146 Scattered Orchard Project

The councillors agreed with Richard Kilshaw that the land at the bottom of the allotments, if cleared of trees in the centre, would make an ideal location for nut bearing trees. It was hoped that if accepted by the Dedham Vale AONB and Stour Valley Project team that a local community woodland group will be able to co-ordinate the works on site.

15/147 Future Agenda Items

- Play equipment
- Dog bins and bag dispensers.

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**Appendix C RFO Report
Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
08/06/15	Interest 2 Mar to 7 Jun	BS 50		0.45	0.00
19/06/15	Allotment rent			10.00	0.00
16/07/15	Suffolk Preservation Society -	767	LA 2011 ss 1 to 8	0.00	25.00
16/07/15	BDC - Lease of Rockalls Road	768	LA 2011 ss 1 to 8	0.00	55.00
16/07/15	B Patrick - Allotment works	769	LA 2011 ss 1 to 8	0.00	320.00
16/07/15	BDC - Election costs	770	LA 2011 ss 1 to 8	0.00	87.50
16/07/15	SALC - Councillor Training	771	LA 2011 ss 1 to 8	0.00	60.00
16/07/15	Getmapping Plc - Parish Online	772	LA 2011 ss 1 to 8	0.00	33.60
16/07/15	Mr A Riley - rotovator	773	LA 2011 ss 1 to 8	0.00	48.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Account	30/06/15	£31,512.72	£29,844.17	£1,668.55	£0.00	£0.00
Premier Account	30/06/15	£3,315.94	£3,315.94	£0.00	£0.00	£0.00
Cash	09/07/15	£0.00	£0.00			£0.00
		£34,828.66	£33,160.11	£1,668.55	£0.00	

Budget v's Actual

	Budget	Actual	Reserves	Budget	Actual
Assets Brought Forward		£29,408.07			
Income			Expenditure		
Precept	£17,891.10	£8,945.55	Clerks Salary	£4,315.00	£1,000.45
Bank Interest	£2.00	£0.45	Admin	£1,860.00	£727.90
Recycling	£0.00	£0.00	Insurance	£475.00	£0.00
Grants	£195.00	£0.00	Audit Inspections	£190.00	£108.00
Allotment Rent	£200.00	£110.00	Donations	£1,000.00	£0.00
Wayleave	£20.30	£0.00	Chairman's Allowance	£60.00	£0.00
QDJ	£0.00	£0.00	Dog & Litter Bins	£875.00	£0.00
Donation	£0.00	£0.00	Footpaths	£1,400.00	£411.25
Compensation	£0.00	£0.00	Grass Cutting	£2,250.00	£0.00
Other	£0.00	£367.17	Ditch Clearance	£200.00	£0.00
VAT Repayment	£0.00	£341.67	Maintenance	£1,140.00	£135.00
			Village Hall	£935.00	£0.00
			Projects	£1,500.00	£3,253.72
			Contingency	£500.00	£0.00
			VAT Paid	£0.00	£376.48
Total	£18,308.40	£9,764.84	Total	£0.00	£16,700.00
					£6,012.80
			Assets Carried Forward		£33,160.11
Total		£39,172.91	Total		£39,172.91

End of Appendices

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