

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 18th February 2016 in Polstead Village Hall at 7.30pm

Present: Cllrs Anne MacWillson (Chairman), Amanda Flather, Phil Page, Peter Patrick and Sue Wigglesworth.

Attending: Gordon Jones (Suffolk County Councillor), John Ward (Babergh District Councillor), Dave Crimmin (Clerk) and 2 members of public.

16/019 Apologies for Absence

Cllrs Oxford and Peck (commitments) sent their apologies.

16/020 Declaration of Interests and Requests for Dispensation

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

16/021 Minutes of Meeting held on 21st January 2016

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

16/022 Reports from County and District Councillors and Suffolk Constabulary

The councillors noted the reports submitted by Gordon Jones and John Ward. Gordon Jones additionally updated councillors on the Fire and Rescue consultation, the SCC's Budget Scrutiny which agreed a 2% Social Care Levy and a pre-consultation on special education provision.

16/023 Reports and Question from Councillors and Chairman's Report

Cllr Wigglesworth updated councillors on the meeting with the Dedham Vale AONB, who are considering making an application for funding for the undergrounding of the electricity cabling running from Stoke by Nayland to Dedham via Bells Hill. Cllr MacWillson updated councillors on the petition, supported by James Cartlidge MP, for the improvement of mobile signals in the area. The councillors agreed with Cllr MacWillson's proposal to hold a Litter Pick on Saturday 16th April starting at 10am at the Village Hall in support of the Queen's 90th Birthday. Cllr Page will create the map and update the risk assessment for the event. Gordon Jones will request SCC Highways Portfolio holder James Finch to review the stretch of road through White Street Green following complaints by Cllr Flather on the number of potholes along the road.

16/024 Reports and Questions from Parishioners

No issues were raised.

16/025 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.

16/026 Correspondence (Appendix B)

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

16/027 Planning

- a. The councillors reviewed **Planning Application B/15/01206 Bramble Cottage, Stackwood Road** - Erection of single-storey rear extension to existing garage and resolved that they supported the application.
- b. The councillors reviewed **Planning Application B/16/00004 The Old Post Cottage, Water Lane** - Application for Listed Building Consent - Erection of extension following demolition of existing conservatory and resolved that they supported the application.
- c. The councillors reviewed **Planning Application B/16/00087 The Old Post Cottage, Water Lane** - Erection of two-storey side extension and resolved that they supported the application.
- d. No further planning application had been received since the agenda was posted.

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- e. The status of planning applications, enforcement referrals and appeals previously reviewed by PPC were as follows:

Application Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
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	Permission Granted 13/01/2016
B/15/00403/FUL	Sharline, White Street Green	Erection of 1 No. dwelling & 1 No. replacement dwelling (following demolition of existing property).	15/153a	Supported	Permission Granted 13/01/2016
B/08/00092	45 Rockalls Road	Non-Material Amendments for replacement of arched mezzanine window with large glazed windows to south elevation.	15/197b	Supported	
B/15/01558	Woodlands Farm, Rockalls Road	Erection of 1 No. agricultural workers dwelling	15/212a	Supported	Permission Granted 26/01/2016
B/15/01679	Land opposite The Old Post Office, Water Lane	Reduce height of 1 no. common lime tree and 1 no. beech tree by 30%, fell 1 no. oak tree.	16/009a	Noted	Permission Granted 22/01/2016
B/15/01751	Stackwood Cottage, Stackwood Road	Erection of first floor side and rear extensions.	16/009b	Supported	

16/028 Finance

- 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.
- The councillors resolved to donate £150 towards the maintenance costs of St Mary's Church clock.

16/029 Highways and Footpaths

It was agreed to ask Cllr Oxford to raise the condition of the gate opposite the pond in Water Lane with the landowner. Gordon Jones will investigate why the road works signage and barriers are still located at Homey Bridge.

16/030 Assets, playground and playing field

Plans for the residents to be involved in the upgrade of play equipment at the playground and playing field will start with a meeting outlining the plans being arranged between 10am and noon on the 7th April 2016. The Clerk to obtain status of advertising for the event from Cllr Peck. It was agreed for the Chairman to review the maintenance of the copse below the allotments with contractors.

16/031 Community Shop refurbishment

The councillors are still awaiting an update from the community shop committee.

16/032 July fund raising event

Councillors will organise helpers for the July fund raiser at the events on the 7th April 2016.

16/033 Quiet Lanes

The councillors noted the correspondence on Quiet Lanes but did not feel that there is a need within Polstead for such a scheme.

16/034 Defibrillator

Community Heartbeat Trust will attend the Annual Parish Meeting on Thursday 7th April 2016 to explain what is necessary for a defibrillator to be installed and operated within the village.

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Appendix C RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
06/01/16	Allotment Rent 2016	200042		10.00	0.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Account	29/01/16	£35,497.97	£32,522.33	£2,975.64	£0.00	£0.00
Premier Account	29/01/16	£3,316.76	£3,316.76	£0.00	£0.00	£0.00
Cash	12/02/16	£0.00	£0.00			£0.00
		£38,814.73	£35,839.09	£2,975.64	£0.00	

Budget v's Actual

	Budget	Actual	Reserves	Budget	Actual
Assets Brought Forward		£29,408.07			
Income			Expenditure		
Precept	£17,891.10	£17,891.10	Clerks Salary	£4,315.00	£3,001.35
Bank Interest	£2.00	£1.27	Admin	£1,860.00	£1,203.17
Recycling	£0.00	£0.00	Insurance	£475.00	£0.00
Grants	£195.00	£266.14	Audit Inspections	£190.00	£208.00
Allotment Rent	£200.00	£130.00	Donations	£1,000.00	£100.00
Wayleave	£20.30	£21.01	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	£1,378.75
Compensation	£0.00	£0.00	Grass Cutting	£2,250.00	£2,169.30
Other	£0.00	£1,077.09	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	£3,000.00	£1,500.00
			Contingency	£500.00	£0.00
			VAT Paid	£0.00	£900.94
Total	£18,308.40	£19,728.28	Total	£3,000.00	£16,700.00
			Assets Carried Forward		£35,839.09
Total		£49,136.35	Total		£49,136.35

End of Appendices

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