

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 17th January 2013 in Polstead Village Hall at 7.30pm

Present: Cllrs John Baxter (Chairman), Anne MacWillson, Peter Patrick, Phil Page and Nick Palmer.

Attending: Sue Wigglesworth (Babergh District Councillor), Dave Crimmin (Clerk) and 10 members of public.

13/001 Apologies for Absence

Cllrs Flather and Martin sent their apologies. David Yorke-Edwards (Suffolk County Councillor) and PCSO Coleman also sent their apologies.

13/002 Declaration of Interests

Cllr Page declared pecuniary interest in agenda item 13/012b as he is a resident of Polstead and due to legislative changes outlined in NALC's Legal Topic Note paragraph 34, this now means that setting a precept is a prejudicial interest.

13/003 Requests for Dispensation

The councillors resolved to give Cllr Page dispensation *Localism Act 2011 s 33 (2) a* to set the precept until May 2015. It is a statutory duty for the Polstead councillors to set a Precept.

13/004 Minutes of Meeting held on 11th December 2012

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

13/005 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A.

13/006 Reports and Question from Councillors

There were none.

13/007 Chairman's Report

- The Chairman reported that he had met with Juliet Hawkins, who is the Pond Advisor at the Suffolk Wildlife Trust, and they reviewed Polstead, Sprotts and Flaggy ponds. She has now produced a report containing her recommendations for consideration by the landowners. The councillors resolved that the Clerk send the landowners of Sprotts and Flaggy ponds a copy of the report and suggest that PPC would be willing to work with them on the maintenance programmes suggested. The councillors were concerned at the report of the invasive New Zealand pigmy weed being present in Sprotts pond and the impact that this may have on other ponds in the parish.
- A suggestion of combining the Hog Roast with the Village Show will be discussed at the February meeting. Cllr Baxter will advise residents that this item will be on the agenda.
- The Chairman has reviewed the finished plaques for the trees planted in the autumn and councillors agreed that a vote of thanks be recorded for Donald Simpson's excellent work.

13/008 Reports and Questions from Parishioners

Residents felt that other pond owners in the village should be made aware of the New Zealand pigmy weed threat and Cllr Baxter will raise awareness to residents.

13/009 Clerk's Report (Appendix B)

Following a review of the Clerk's Report there were no further actions required of the Clerk.

13/010 Correspondence (Appendix C)

Following a review of the Correspondence the Clerk was requested to draft letters to be sent to MPs Pickles and Yeo on the subject of the Precepts and Referendums and to MP's Foster and Yeo on the Sustainable Communities Act and to circulate to councillors before submission.

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13/011 Planning

- a. The councillors reviewed Planning Application **B/12/01445/FUL Bower House Farm, Bower House Tye** - Erection of dwelling for farm manager / stockman and resolved that they had no objections. The councillors would also ask the LPA to take into account the professional opinions presented in the application.
- b. The councillors reviewed Planning Application **Application B/12/01483/FUL Glenalmond, Heath Road** - Erection of two-storey dwelling and a single garage utilising existing vehicular access and resolved to object to the application as the dwelling and the shared access were inappropriate for the site. The councillors considered that the application did not comply with Local Policy HS28 as the:
 - i. Dwelling represents an overdevelopment of the site to the detriment of the environment, character of the locality and residential amenity
 - ii. infill development is of a scale, density and form which is out of keeping with adjacent nearby dwellings.

The councillors also questioned whether the application met one of the core planning principles of NPPF as the application did not, in their opinion, secure a good standard of amenity for existing and future occupants. Paragraph 53 of the NPPF also advises LPAs to resist inappropriate development of residential gardens.

- c. A further planning application had been received since the agenda was posted. BDC has given PPC an extension of time in order to respond to Planning Application B/12/01301 Land north, 12 White Street Green so that the application can be reviewed at the February meeting.
- d. Cllr Patrick expressed regret that no change had been made to the design of B/12/01113/FUL Treetops, following PPC's concerns, to take into account the Suffolk Design Guide advice which advocates caution with regard to the size of development. The status of planning applications, enforcement referrals and appeals previously reviewed by PPC were as follows:

Date	Application Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
26/10/11	B/11/00755/FHA	Mayflower, Stackwood Road	Non-material amendments for insertion of 2 no. rooflights to rear roofslope; insertion of 1 no. window to rear elevation; insertion of roller shutter garage doors in lieu of approved side hung timber doors; and internal alterations.	11/184b	Hung doors preferred to roller shutters.	
	APP/D3505/A/1 2/2177870/NWF	Land North of Sprotts Hall, Holt Road	Appeal against refusal of B/12/00517/FUL	12/139e	No further comments	
03/08/12	B/12/00813/FUL	Gilly Flower House, Rockalls Road	Erection of detached house, double garage and re-location of stables.	12/156d	No objections	REFUSED 02/01/2013
13/09/12	B/12/01026/FUL	Adjoining Parish - Stoke by Nayland Golf Club, Stoke by Nayland	Erection of building for use as Golf School attached to current Driving Range (amended scheme to that approved under P.P B/11/01501/FUL).	12/173a	Noted	Permission Granted 19/11/2012
21/09/12	B/12/01113/FUL	Treetops, Boxford Road	Erection of replacement two-storey detached dwelling.	12/195a	Objected	Permission Granted 12/11/2012
22/11/12	B/12/01319/FHA	Mallards, Martens Lane	Erection of garage and annex; Construction of new vehicular access.	12/241a	Comments	Permission Granted 24/12/2012

13/012 Finance

- a. All cheques signed and due for signing, as itemised in Appendix D, 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 reviewed the communications from BDC on the proposed grant to nullify the Government changes to the Tax Base for the Parish. The councillors noted BDC's Corporate Manager - Financial Services, Barry Hunter, request on the 9th January 2013 for GWPC to ".... simply levy their 'normal' precept and we will reduce this by the grant in calculating the Band D Council Tax". The councillors reviewed the Budget Proposal (Appendix E) for 2013 / 2014 and resolved an Expenditure Budget of £16,103 and a Precept

Signed Date.....

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of £16,500, which is the same as the current year. The Chairman, councillors and Clerk duly authorised the Precept upon Charging Authority.

- c. The councillors reviewed the quotation presented by P&H Landscapes. The councillors also reviewed the cutting schedule and resolved to award the cutting contract to P&H Landscapes and to increase the number of cuts at Polstead Churchyard to 10, which is the same number as the other areas being maintained. The total cost of the contract will be £2,195. *Open Spaces Act 1906 s 10 & LGA 1972 s 214.*
- d. The councillors agreed that the Clerk ask David Yorke-Edwards to see if he can use his Locality Budget towards the costs of the pond maintenance.

13/013 Highways and Footpaths

Pot holes are still a serious cause for concern.

13/014 National Grid

After a presentation by Cllr Palmer on the background and current status of the Bramford to Twinstead power line, the councillors resolved that:

- PPC consider that the whole line should be underground
- If the underground solution or the suggestion by PPC to move the Sealing End Compound from off Heath Road to the Layham pit are not adopted by National Grid, then PPC will have to press for planning gain in order that the road to the SEC and the infrastructure along Heath Road are upgraded due to National Grid's access requirements
- Cllr Palmer will raise these issues at the community forum with National Grid.

13/015 Neighbourhood Plan

PPC are still awaiting a response from BDC on its request for support in producing a Neighbourhood Plan. Cllrs Baxter and Palmer to take up the invitation from Suffolk ACRE to review the options available.

13/016 Polstead Emergency Plan

The councillors agreed to set up a working party in order to develop a plan for community engagement in establishing a Polstead Emergency Plan. The first meeting will take place on Tuesday 22nd January at Polstead Green Cottage starting at 7pm.

13/017 Christmas Carols 2012

Councillors were very pleased with the community's response to the new format of the Christmas Carols and are hoping to expand the event in 2013.

13/018 PPC Standing Order

In accordance to PPC's Standing Order 1c the councillors resolved to exclude the public and press from the meeting due to the confidential nature of affordable housing.

13/019 Affordable Housing

The councillors were updated by the working party on the current stage of the affordable housing project with BDC. Options for sites are still being reviewed in the 3 hamlets of the village.

13/020 Future Agenda Items

- Village Show.

13/021 Next meeting

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 21st February 2013 starting at 7.30pm.

The meeting closed at 9.43pm.

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Appendix A County, District and Suffolk Constabulary reports

Sue Wigglesworth (Babergh District Councillor) updated councillors on the Delivery staff rationalisation process; Strategic Priority setting and Budgets.

PCSO Coleman submitted the following report. "There have been 3 reported crimes since your last meeting on the 22/11/12.

THEFT - Other and CRIMINAL DAMAGE Holt Rd, 20-21/12/12.

- Sometime over night unknown persons have stolen a caravan that was stored and secured.
- Also in gaining entry to steal caravan damage has been caused to a wooden perimeter fence. Finalised no further lines of enquiry.

BURGLARY - Dwelling. Whitestreet Green, 10-11/01/13.

- Sometime overnight unknown persons have stolen a childs dirt bike from a garage. **Ongoing.**

For information heating oil thefts have started to increase also Sheds, garages and outbuildings being broken into for electrical equipment, power and hand tools. Farms appear to be targeted for any scrap metal and old non-working vehicles?."

Sue Wigglesworth (Babergh District Councillor) updated councillors on the Delivery staff rationalisation process; Strategic Priority setting and Budgets.

Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
03/12/12	Interest 3 Sep to 2 Dec	BS 39		0.41	0.00
23/11/12	R Stiff & Sons - Oil for Village Hall	638	LG (Misc Provs) A 1976 s 19	0.00	892.50
28/11/12	Flather purchase of asset			50.00	0.00
13/12/12	Bell allotment rent			8.50	0.00
20/12/12	Leavenheath PC - Share of Training			60.00	0.00
17/01/13	B Patrick - Footpath Maintenance	639	Highways Act 1980 ss 43, 50	0.00	12.50
17/01/13	B Patrick - Footpath Maintenance	639	Highways Act 1980 ss 43, 50	0.00	55.00
17/01/13	Patridges Farm Shop - Xmas Tree	640	LGA 1972 s 145	0.00	50.00
17/01/13	J Baxter - Christmas Carols Exps	641	LGA 1972 s 145	0.00	48.04

End of Appendices