

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 17th October 2013 in Polstead Village Hall at 7.45pm

Present: Cllrs Nick Palmer (Chairman), Amanda Flather, Anne MacWillson, Bruce Martin and Peter Patrick (late).

Attending: Sue Wigglesworth (Babergh District Councillor), Dave Crimmin (Clerk) and 7 residents.

13/188 Apologies for Absence

Cllr Page (prior engagement) sent his apologies as did Gordon Jones (Suffolk County Councillor) and PCSO Colman.

13/189 Declaration of Interests

None declared.

13/190 Requests for Dispensation

No dispensation requests received.

13/191 Minutes of Meeting held on 19th September 2013

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

13/192 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A.

13/193 Reports and Question from Councillors

No reports or issues raised.

13/194 Chairman's Report

The Chairman raised two issues:

- Communication with Mr Englehart on Polstead Pond maintenance
- The Potash Lane sign re heritage hedgerow. The councillors asked the Clerk to get a quotation for a replacement sign.

13/195 Reports and Questions from Parishioners

Three residents from Polstead Hill raised their concerns about the urgent need for a replacement transformer next to Rosewood and the lack of maintenance of the trees surrounding the power lines along the boundary of Gilly Flower House and Street Farm. Reference was also made to the Conservation report produced by Babergh District Council where it was recommended that the "transformer should be placed out of sight and the wiring put underground if the opportunity arises". The Clerk was asked to contact UK Power Networks and raise PPC's concerns over the issues.

13/196 Clerk's Report (Appendix B)

After reviewing the Clerk's report no further action was required of the Clerk

Cllr Patrick arrived.

13/197 Correspondence (Appendix C)

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

13/198 Planning

- a. The councillors reviewed **Planning Application B/13 Layham Quarry, Rands Road, Layham** - Variation of Condition of Planning Permission B/97/0765 (Landfilling and restoration to agriculture and silviculture) to extend completion of both by 15 years respectively; replace the phasing of operations plan and raise the height of perimeter bunding around Phases 4 and 5. The councillors agreed to defer a response until it had the

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- opportunity to review the Layham Quarry Liaison meeting minutes and the views of Layham Parish Council.
- b. The councillors reviewed **Planning Application B/13/01022/FHA Woodview, White Street Green** - Erection of extension to single garage to form double garage and utility area and resolved that they had no objection.
 - c. The councillors reviewed **Planning Application B/13/01096/LBC Tinkers Cottage, Polstead Hill** - Application for Listed Building Consent - Alterations to roof and fenestration of existing rear conservatory to convert to garden room; and insertion of 1 no. replacement door and 2 no. replacement windows, to ground floor rear elevation, serving kitchen and resolved that they had no objection.
 - d. A further planning applications had been received since the agenda was posted. The councillors reviewed **Planning Appeal APP/D3505/A/2206055 The Old Chapel, Heath Road** - Appeal against refusal of Planning Application B/13/00726/FHA and resolved that they had nothing further to add to their original response and would ask for a copy of the decision.
 - 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/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 3/2199810	Gilly Flower House, Rockalls Road	Appeal against refusal of Planning Application B/12/00813/FUL	13/147b	No further comments.	
B/13	Hill Farm, Brick Kiln Lane	Construction of an anerobic digestion plant, 500kW combined heat and power plant and associated infrastructure.	13/174a	No objection	

13/199 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.

13/200 Highways and Footpaths

The Clerk updated councillors on the issue of the Homey Lane bridge now requiring repair. SCC Structures Section, who are responsible for the bridge, have been informed of the failing condition of the bridge and they will review. Clerk requested to source No Cycling signs for footpaths where individuals are continuing to offend.

The Councillors resolved to place two further dog bins in the parish at a budgetary cost of £300 plus the recurring cost of emptying **Litter Act 1983 ss 5, 6**. The bins are required at the junction of Green Lane and Calais Street at White Street Green and at the junction of FP33 and Millwood Road.

13/201 Play Equipment

There is a meeting with BDC on Tuesday 22nd October regarding the play equipment at Rockalls Road.

13/202 National Grid

National Grid are planning further Community Forum meetings in November.

13/203 Local Housing Needs

There has not been any update from Babergh since the meeting in September.

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13/204 Emergency Plan

At the Emergency Plan meeting, held earlier in the evening, it was decided to proceed with the volunteers identified to date, nominating a representative for each hamlet and producing a concise action plan. This will be followed by publicising the project to Polstead residents.

13/205 Christmas Carols

It was agreed that the Christmas Carols be held in the Village Hall on Sunday 22nd December starting at 4.30pm. Cllrs Flather and MacWillson will co-ordinate the food and Mulled wine, Cllr Martin the arrange wine, and Cllrs Martin and Page will arrange the Christmas tree. **LGA 1972 s 145**

13/206 Cherry Fayre

Deferred to the January meeting.

13/207 Councillor Training

The councillors were pleased with the *Roles & Responsibilities; Powers & Duties* training conducted by SALC. Certificates of attendance were awarded to Cllrs Flather, MacWillson, Page and Palmer.

13/208 BDC's meeting with councils

Cllrs Palmer and Patrick will attend the meeting subject to availability.

13/209 Future Agenda Items

- Play equipment facilities
- Allotments
- Christmas Carols
- Polstead ponds
- Local Housing Needs.

13/210 Exclusion of Public and Press

The councillors resolved to exclude of the public and press from the meeting due to the confidential nature of the co-option of a councillor to PPC.

13/211 Co-option of a councillor

After reviewing the applications from Stephen Davies and James Oxford the councillors resolved to offer Stephen Davies the opportunity to join the council. The Chairman commented that it was extremely difficult for the councillors to pick between the two candidates but in the end the locality of Stephen Davies, in an area with no councillor representation, had led to the council's decision.

13/212 Next meeting

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

The meeting closed at 9.35pm.

Appendix A County, District and Suffolk Constabulary reports

Sue Wigglesworth updated councillors on the future of the two councils' office. Interviews for the new staffing structure are almost complete - there has been a reduction of 71 staff but there are still 564 people working full or part-time for the two councils and there may still be further reductions in services. IT issues are under review. Identifying health inequalities and crime and anti-social behaviour hotspots so that our reduced budget for supporting community groups can be well targeted. The so-called "bedroom tax" is playing havoc with our supply of housing and we now have a shortage of 1 and 2 bedroom properties with family houses are becoming almost "hard-to let".

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Gordon Jones updated councillors on the Suffolk youth card; exam results; City Deal for Ipswich; Home Care & Community meals; views of Suffolk residents being sought in budget con

The Clerk read the Police Report which showed no reported crimes in the parish since the September meeting.

Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
02/09/13	Interest 3 June to 1 Sept	BS 42		0.41	0.00
18/09/13	BDC Precept			8,250.00	0.00
10/10/13	UK Power wayleave			19.62	0.00
17/10/13	B Patrick - Footpath Maint	679	Highways Act 1980 ss 43, 50	0.00	162.50