

**POLSTEAD PARISH COUNCIL**

**Minutes of Meeting held on Thursday 18<sup>th</sup> April 2013 in Polstead Village Hall at 7.30pm**

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

**Attending:** Sue Wigglesworth (Babergh District Councillor), David Yorke-Edwards (Suffolk County Councillor) and Dave Crimmin (Clerk).

**13/066 Apologies for Absence**

Cllrs Flather, Martin and Patrick sent their apologies as well as PCSO Coleman.

**13/067 Declaration of Interests**

No interests were declared.

**13/068 Requests for Dispensation**

No dispensation requests received.

**13/069 Minutes of Meeting held on 21<sup>st</sup> March 2013**

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

**13/070 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A. After hearing that David Yorke-Edwards was not standing for election in the forthcoming SCC elections, the councillors recorded their thanks for all the support and help that he has provided Polstead residents during his tenure as the County Council member for the ward.

**13/071 Reports and Question from Councillors**

There were none.

**13/072 Chairman's Report**

There were no issues raised by the Chairman.

**13/073 Reports and Questions from Parishioners**

There were none.

**13/074 Clerk's Report (Appendix B)**

After reviewing SCC Highways response that there is a structural maintenance programme planned for Rectory Road / Mill Street in 2013, the councillors resolved that PPC be informed of when the review is scheduled to take place so that its representatives may be included in the process.

**13/075 Correspondence (Appendix C)**

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

**13/076 Planning**

- a. No planning application had been received since the agenda was posted.
- b. The status of planning applications, enforcement referrals and appeals previously reviewed by PPC were as follows:

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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.	
B/12/01301/FUL	Land north, 12 White Street Green	Erection of 1 & 1/2 storey dwelling building and detached garage on land adjacent to 12 White Street Green, Polstead.	13/032a	Questions raised re application	
B/12/01445/FUL	Bower House Farm, Bower House Tye	Erection of dwelling for farm manager / stockman. (confirmation of applicants financial details)	13/053a	No objection	Permission Granted 28/03/2013
B/13/00199/TPO	Robin Hill, Spring Lane	Remove 1 No. Beech tree, remove overhanging branches of 2 No. Sycamore trees, lift crowns of 5 No. Beech trees, remove branches of 2 No. Oak trees, reduce branches of 2 No. Beech trees. All works under Tree Preservation Order BT64	13/053b	No objection	Permission Granted 25/03/2013
B/13/00131/FHA	Cherry Meadow, Straight Road	Erection of extension to veranda canopy (amendment to scheme approved under P.P B/11/01353/FHA)	13/053c	No objection	

**13/077 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.

**13/078 Highways and Footpaths**

The Chairman reported that SCC Right of Ways had today repaired the Dollops Wood footpath and that dog fouling warning signs had been posted at all entrances to the footpaths in the Parish Network.

**13/079 Precept Referendums**

The councillors reviewed the information from the Suffolk Association of Local Councils on the issue of Parish Council's being subjected to a referendum should it increase its Precept by more than a set threshold in future years. The councillors resolved that in their opinion the Annual Parish Meeting should vote on whether or not the Parish Council should be able to set a Precept above the threshold. A no vote would mean that the Parish Council would need to set a Precept in keeping with the threshold. The Clerk was asked to send the council's thoughts to Mr Pickles MP, Tim Yeo MP and SALC.

**13/080 National Grid**

The Planning Inspectorate has now responded to National Grid on its Scoping Report for the Bramford to Twinstead Tee power line which included reference to the response from PPC. National Grid are now expected to develop the plans in keeping with the issues raised by the Planning Inspectorate.

**13/081 Neighbourhood Plan**

The councillors reviewed the meeting held with Chris Bowden earlier in the month and resolved to hold a meeting with Polstead residents on the 3<sup>rd</sup> July in the Village Hall to see if the issues that they believe Polstead faces can, in part, be resolved by a Neighbourhood Plan. The councillors resolved to contract Mr Bowden, at a cost of £200 **Localism Act 2011**, to facilitate the meeting in the following areas:

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- Preparation of a presentation on neighbourhood planning in order that the community has a better understanding of what it is
- Delivering the presentation at the event
- Facilitating a discussion around common 'themes' that a neighbourhood plan could cover so that the community can bring forward their issues.

The councillors will then review the outcomes of the meeting at the PPC meeting on the 18<sup>th</sup> July 2013.

The councillors resolved to let BDC know of this plan so that they can expect a response from PPC later in the summer on whether or not PPC is to develop a Neighbourhood Plan for the Parish of Polstead.

#### **13/082 Pond Maintenance**

A plan for pond maintenance, to be undertaken in the autumn, is being developed by a local resident for PPC's consideration.

#### **13/083 Village Show**

The 17<sup>th</sup> August has been set for the Village Show and a village meeting regarding the Show is being arranged for the 1<sup>st</sup> May.

#### **13/084 Play Equipment**

After reviewing the reports from Anglia Inspection Services Ltd and Cllrs Martin and Page on the play equipment and fencing in the Rockalls Road Children's Play Area and Heath Road Playing Field the councillors resolved to invite a quotation from a local contractor for the maintenance identified and for the contractor to undertake quarterly reviews on the council's behalf.

The councillors were grateful to accept Mr Seager's offer to trim brambles and cut down sycamore tree damaging fence of the play area.

#### **13/085 Future Agenda Items**

- Emergency Plan
- Affordable Housing.

#### **13/086 Next meeting**

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 16<sup>th</sup> May 2013 starting at 7.30pm.

**The meeting closed at 9.10pm.**

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### **Appendix A County, District and Suffolk Constabulary reports**

Sue Wigglesworth updated councillors on BDC Enforcement's review of the fence now built at Glenalmond. The review concludes that the erection of the fence is not a commencement of the new dwelling but is a delineation of the plot to enable the existing property to be sold. It does not on its own require permission, but would cause a problem if the permission given was subsequently implemented. The person responsible for the fence has accepted that either:

- The fence is removed to enable the parking and turning area to be set-out in full accordance with the approved plans and associated conditions (at the time when the development is carried out as approved) OR
- That an application is made to revise the approved parking and turning arrangements on site, which will need to need to make provision for vehicles to be able to park, manoeuvre and enter and exit the site in forward gear.

David Yorke-Edwards updated councillors on the past 12 months of achievement at SCC.

In the absence of the Police, the Clerk read the report which should that one Burglary of other building took place in Rectory Hill in the first quarter of 2013.

### **Appendix D RFO Report**

#### **Receipts & Payments**

- PPC needs to pay for the QDJ village hall booking in 2012, and the 10 x PPC meeting, 1 x APM and 1 public meeting bookings in 2013. In all this means 13 bookings x £12 = £156.
- Payment is also due to Anglia Inspection Services Ltd for £135 + VAT for the play equipment inspections.