

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 18th September 2014 in Polstead Village Hall at 7.30pm

Present: Cllrs Nick Palmer (Chairman), Anne MacWillson, Bruce Martin, James Oxford, Phil Page and Peter Patrick (arrived late).

Attending: Sue Wigglesworth (Babergh District Councillor), Gordon Jones (Suffolk County Councillor), Dave Crimmin (Clerk) and 1 resident.

14/163 Apologies for Absence

Cllrs Flather (engagement) gave her apologies as did PCSO Coleman.

14/164 Declaration of Interests

None were declared.

14/165 Requests for Dispensation

None received.

14/166 Minutes of Meeting held on 19th August 2014

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

14/167 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A. The councillors recorded their thanks to Gordon Jones for his Locality Budget Grant of £1,876.50 towards the allotment project.

14/168 Reports and Question from Councillors

Cllr MacWillson requested the Clerk to arrange for the Suffolk Wildlife Trust to meet with councillors to discuss the allotment planting scheme.

14/169 Chairman's Report

The Chairman updated councillors on his meeting with BDC in relation to the future maintenance of the grass at Heath Close. As BDC are committed to continuing with the existing arrangements for a further year, the Chairman requested that BDC update PPC with any future proposals. The Chairman also reminded councillors that the public now has the right to record PPC meetings.

14/170 Reports and Questions from Parishioners

Mr Howard raised his concerns over the speed of vehicles travelling through Mill Street, the lack of Police enforcement, the missing and hidden 30mph signs and the continued flood on the bend at

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the junction with Honey Bridge Lane. Gordon Jones will raise the issue of signage with SCC Highways, the Clerk will update the Police with Mr Howard's offer for the drive to his house to be used for enforcement monitoring and to request further checks during the rush hour periods. The Clerk will also update Mr Howard with the Speed Watch and Speed Activated Sign initiatives.

Cllr Patrick arrived

14/171 Clerk's Report (Appendix B)

After reviewing the Clerk's report the owner of the hedge on FP4, which has been referred to SCC Right of Ways, was identified. The Clerk also updated councillors that the fly tipping along Heath Road had now been cleared by BDC.

14/172 Correspondence (Appendix C)

Following a review of the Correspondence and emails circulated the councillors agreed to Hadleigh High School using the playing field for their sponsored walk on Friday 26th September 2014.

14/173 Planning

- a. The councillors reviewed **Planning Application B/14/01048/FUL Land south of Woodside, Stackwood Road** - Erection of storage building and resolved that they had no objection.
- b. No further planning application had been received since the agenda was posted.
- c. 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/14/00130/FUL | Sharline, White Street Green | Erection of 1 No. dwelling & 1 No. replacement dwelling (following demolition of existing property). | 14/061b | Objected | |
| B/14/00396/FUL | 7 Rockalls Road | Subdivision of 1 No. existing two storey dwelling into 2 No. two storey dwellings. | 14/102e | Objected | |
| B/14/00557/LBC | Brewery Farm, Bower House Tye | Re-render existing southern gable wall, replace existing first floor windows to southern elevation. Erect new single story lean-to extension to southern gable. | 14/119a | No objection | Permission Granted 26/08/2014 |
| B/14/00392/FUL | Woodlands Farm, Rockalls Road | Erection of steel framed outbuilding for storage of animal feed. | 14/119c | No objection | Permission Granted 31/07/2014 |
| B/14/00895/FHA | The Old School, Heath Road | Erection of single-storey rear extension. | 14/158a | No objection | Permission Granted 26/08/2014 |
| B/14/00968/TCA | New House, Polstead Hill | Felling of 1 no. Pine tree and 1 no. Sycamore tree. | 14/158b | Noted | Permission Granted 29/08/2014 |
| B/14/00870/FUL | Land east of Brewery Farm, Bower House Tye | Siting of shipping container to provide secure storage for agricultural equipment. | 14/158c | No objection | |
| 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/14/00937 | Boxford (Suffolk) Farms Ltd, Hill Farm, Brick Kiln Hill | Application under section 73 of the Town and Country Planning Act (1990) to remove condition 24 attached to Planning Permission B/13/01060/CDP (details oil/grit interceptors). | 14/158e | No objection | |
| B/14/00983 | 2 Holmwood Cottages, Bower House Tye | Application for Listed Building Consent - Provision of first floor en-suite toilet. | 14/158f | No objection | |

14/174 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.

14/175 Highways and Footpaths

No issues raised.

14/176 Allotments

PPC has now received requests from 6 residents for allotment plots in addition to the 3 existing allotment holders. The clearance work at the allotments in preparation of the borehole drilling has been completed and the drilling is due to commence on the 24th September 2014. Cllr Page will prepare a plan for the revised allotments for review at the October meeting.

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14/177 Babergh Caretaker Scheme

After reviewing BDC's proposals for the Caretaker Scheme the councillors resolved that PPC did not want to take part in the scheme.

14/178 Christmas Carols

The councillors agreed that the Christmas Carols will follow the Church Carol Service. Cllr Martin will arrange the wine as well as the tree and lighting with Cllr Page. A Father Christmas will be present at this year's event where sausage rolls and mince pies will also be served. Programme of songs to be agreed at the October meeting.

14/179 Assets, playground and playing field

Cllr Martin has met with a playground equipment supplier in order to generate ideas for replacing the existing equipment. He will now look at the engagement programme that PPC will need to undertake with local residents in order to apply for grants towards the project as well as initiating a programme for fundraising. Councillors will be given an update on the proposals at the October meeting.

The councillors resolved that Dylan Pym be awarded the maintenance of the round tree bench on the Green at a total cost of £240. **LGA 1894 s 8**

14/180 Chairman's term of Office

The councillors reviewed the issues involved in setting a maximum term for the office of Chairman but remained undecided on whether PPC need this to be included in its Standing Orders.

14/181 Future Agenda Items

- Allotments
- Play equipment replacement
- Christmas Carols.

14/182 Next meeting

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The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 16th October 2014 starting at 7.30pm.

The meeting closed at 9.28pm.

Appendix A County, District and Suffolk Constabulary reports

The Police Report read by the Clerk was as follows "There has been one reported crime since your last meeting on 17th July. THEFT – Water Lane, 01-02/09/14 - Sometime over night someone has stolen a car battery and energiser from a field. Finalised, no further lines of enquiries. We have had a small number of Burglary Dwellings with in the Babergh East area recently, those properties targeted seem to be isolated with no neighbours to see anyone acting suspiciously! Items being stolen are cash and or jewellery. So please keep eyes peeled for any vehicles or persons in the area and call it in on 101 (999 if you see anyone actually trying to break in to someone's property!) Also recently there has been a spate of car batteries and energisers (electric fencing for animals) being stolen in the Babergh Area."

Sue Wigglesworth updated councillors on Priority Based Resourcing.

In addition to Gordon Jones written report which had been circulated previously to councillors he also updated councillors' on Talented Head teachers; Norfolk Waste; Children's Centre Consultation and Fostering / Adoption initiatives.

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Appendix D RFO Report

Receipts & Payments

| Date | Details | Ref | Power | Receipts | Payments |
|----------|--------------------------------------|-----|-----------------------------|----------|----------|
| 17/07/14 | J Baxter - Net Cherry Fayre Expenses | 721 | LGA 1972 s 145 | 0.00 | 442.05 |
| 17/07/14 | Getmapping plc - Annual Fees | 722 | LGA 1972 s 111 | 0.00 | 33.60 |
| 18/07/14 | Cancelled | 723 | | 0.00 | 0.00 |
| 17/07/14 | SCC P3 Scheme | | | 97.16 | 0.00 |
| 15/09/14 | SCC Locality Grant | | | 1,876.50 | 0.00 |
| 18/09/14 | J Baxter - Net Cherry Fayre | 724 | LGA 1972 s 145 | 0.00 | 25.23 |
| 18/09/14 | B Patrick - Footpath Maintenance | 725 | Highways Act 1980 ss 43, 50 | 0.00 | 193.75 |
| 18/09/14 | B Patrick - Footpath Maintenance | 725 | Highways Act 1980 ss 43, 50 | 0.00 | 268.75 |
| 18/09/14 | B Patrick - Allotments | 725 | Highways Act 1980 ss 43, 50 | 0.00 | 450.00 |
| 18/09/14 | DF Crimmin - Salary Jul to Sept | 726 | Highways Act 1980 ss 43, 50 | 0.00 | 783.10 |
| 18/09/14 | DF Crimmin - WFHA Jul to Sept | 726 | LGA 1972 s 112 | 0.00 | 39.00 |
| 18/09/14 | HMRC - Clerk Tax | 727 | LGA 1972 s 112 | 0.00 | 195.80 |
| 18/09/14 | DF Crimmin - Expenses Mar to August | 728 | LGA 1972 s 112 | 0.00 | 225.58 |
| 18/09/14 | SLCC - Clerk Annual Subs | 729 | LGA 1972 s 112 | 0.00 | 38.47 |

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