

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 19th June 2014 in Polstead Village Hall at 7.30pm

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

Attending: Sue Wigglesworth (Babergh District Councillor), PCSO Bignell, Dave Crimmin (Clerk) and 1 resident.

14/109 Apologies for Absence

Gordon Jones (Suffolk County Councillor) sent his apologies.

14/110 Declaration of Interests

None were declared.

14/111 Requests for Dispensation

None received.

14/112 Minutes of Meeting held on 15th May 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.

Cllrs Flather and Martin arrived.

14/113 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A. The Clerk was asked to review with BDC the issue of grass cutting at Heath Close to see if the maintenance could be taken on by PPC. Clerk to look at the cost for cutting Heath Close with contractor.

14/114 Reports and Question from Councillors

The grass cutting at the allotments to be reviewed with contractor.

Cllr Patrick arrived.

14/115 Chairman's Report

The Chairman updated councillors on Babergh Parish Liaison meeting that he had attended on behalf of the council and covered issues relating to the local council election on the 7th May 2015 and planning issues.

14/116 Reports and Questions from Parishioners

None raised.

14/117 Clerk's Report (Appendix B)

After reviewing the Clerk's report there were no further actions requested of the Clerk.

14/118 Correspondence (Appendix C)

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

14/119 Planning

- a. The councillors reviewed **Planning Application 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 and resolved that they had no objection.
- b. The councillors reviewed **Planning Application B/14/00570/FHA The Old Chapel, Heath Road** - Erection of new detached single-storey annexe & alterations to existing garage roof and resolved that they had no objection.
- c. The councillors reviewed **Planning Application B/14/00392/FUL Woodlands Farm, Rockalls Road** - Erection of steel framed outbuilding for storage of animal feed and resolved that they had no objection.

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 19th June 2014 in Polstead Village Hall at 7.30pm

- d. One further planning application had been received since the agenda was posted. The councillors noted **Planning Application B/14/00714/AGD White Hall Farm, Heath Road** Notification under Part 6 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 - Erection of agricultural shed.
- 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.	
B/11/01588/FUL	Tyrone, Boxford Road	A Non-material Amendment - Addition of an enclosed porch over front entrance area received 24th March 2014.	14/078a	No objection	
B/13/01500/FUL	Rushbeck, White Street Green	Erection of 1 No. detached single-storey dwelling. Construction of new vehicular access.	14/042a	Objected	Permission Granted 28/05/2014
B/13/01500/FUL	Rushbeck, White Street Green	Erection of 1 No. detached single-storey dwelling. Construction of new vehicular access as amended by agents email and drawing number 01B received on 17th April 2014.	14/102d	Objected	Permission Granted 28/05/2014
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/14/00162/ROC	The Brambles, Holt Road	Application under Section 106A of the Town and County Planning Act 1990 - Discharge of obligation limiting occupation to holiday units.	14/061d	No objection	
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/14/00427/FHA	Adjoining Parish - 6 Hadleigh Road, Boxford	Garage conversion / extension to form annexe and front & rear extensions.	14/102c	Noted	Permission Granted 23/05/2014
B/14/00433/FHA	The Bower House, Bower House Tye	Construction of revised vehicular access & alterations to external appearance of stable building.	14/102b	No objection	Permission Granted 23/05/2014
B/14/00434/LBC	The Bower House, Bower House Tye	Application for Listed Building Consent - Alterations to external appearance of stable building.	14/102a	No objection	Permission Granted 23/05/2014
B/14/00534/TCA	Corders House Polstead Hill	Removal of 2 No. Leylandii, Removal of branches of 1 No. chestnut, removal of 1 No. spruce, pruning of 2 No. Apple trees.	14/102e	Noted	Permission Granted 30/05/2014

14/120 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.

14/121 Highways and Footpaths

- a. Mr Whymark is making some progress with Anglian Water in trying to identify the Stackwood Road sewerage issue.
- b. There has not been any further issues raised from residents or the Police regarding vehicle speeds along Mill Street

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 19th June 2014 in Polstead Village Hall at 7.30pm

- c. SCC Highways is hoping to identify and resolve the issues that are causing flooding in Heath Road when they maintain the road in July.

14/122 Rural Housing Policy consultation

The councillors reviewed Babergh's consultation on its Rural Housing Policy and resolved their support of the criteria that will be applied for developments in Polstead as a hinterland village.

14/123 Community Infrastructure Levy consultation

The councillors reviewed Babergh's consultation on a Community Infrastructure Levy and resolved that they had no comments on the current proposals.

14/124 Relocation of Mail box at Polstead Heath

PPC has been notified by Royal Mail that due to an enquiry to remove the pillar box outside the Ride, it would like the council's consideration on putting a new mail box on a metal post next to the phone box. The councillors agreed that Royal Mail needed to retain its services in the area and although disappointed to lose the pillar box, a new mail box with a wider opening would be an acceptable replacement. The councillors would also like to keep the old VR box from the pillar as an historic memento for the village and the Clerk was asked to raise this with Royal Mail.

14/125 Allotments

The working party had met with the existing allotment tenants who were happy with PPC's proposals to supply water to the allotments and to increase the number of tenants. PPC is currently inviting applications from residents for plots on the allotments and these will be used in the initial feasibility study for the allotment project which will be produced by the working party for review at the July Meeting. A copy of the study will be passed to SCC Councillor Gordon Jones and the working party will also review the grants available for such a scheme.

14/126 Play equipment inspection

The report received following the inspection of the play equipment and playground equipment had not raised any defects for the attention of the council. The councillors will continue to monitor the equipment.

14/127 Cherry Fayre

Plans for the Cherry Fayre and craft fair on the 5th July are still on schedule and the Risk Assessment was nearing completion.

14/128 Councillor Vacancy

Babergh has confirmed that PPC is able to co-opt the replacement for Stephen Davies. An advert has been placed on notice boards and website as well as being sent to the newsletters and applications will be considered at the July meeting.

14/129 Future Agenda Items

- Review of Cherry Fayre
- Allotments
- Sewerage in Stackwood Road
- Flooding in Heath Road
- Speeding.

14/130 Next meeting

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 17th July 2014 starting at 7.30pm.

The meeting closed at 8.52pm.

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 19th June 2014 in Polstead Village Hall at 7.30pm

Appendix A County, District and Suffolk Constabulary reports

The Police Report given by PCSO Bignell highlighted 2 crimes since the May meeting.

“NON COUNTING FRAUD INVESTIGATION – Martens Lane, 16/05/14. This appears to be a telephone scam.... Unknown person has called claiming to be a bailiff and stating the victims owes a large amount of money, if not paid the bailiffs will turn up at the property, victim has gone to their bank and transferred the money. On –going.

THEFT – From motor vehicle - Bower House Tye, 3-5/06/14. Sometime during the above dates unknown persons have stolen the catalytic converter from a Ford Ranger whilst parked secured and unattended on the driveway of residential property. Finalised, no further lines of enquiries.

There has also been an increase in shed and outbuilding breaks within the Babergh area with power tools, chainsaws, hedge, strimmer’s the items being stolen.”

Sue Wigglesworth updated councillors on the Community Infrastructure Levy, the Joint Strategic Plan and Planning. Gordon Jones written report updated councillors’ on Suffolk County Council’s AGM, Children’s Services and Broadband.

Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
19/06/14	Anglian Inspection Services - Playground Inspection	713	Open Space Act 1906 ss 9, 10	0.00	162.00
19/06/14	B Patrick - Footpath Maintenance	714	Highways Act 1980 ss 43, 50	0.00	300.00
19/06/14	DF Crimmin - Salary Apr to June	715	LGA 1972 s 112	0.00	783.30
19/06/14	DF Cimmin - WFHA Apr to June	715	LGA 1972 s 112	0.00	39.00
19/06/14	HMRC - Clerk Tax	716	LGA 1972 s 112	0.00	195.60