

## **POLSTEAD PARISH COUNCIL**

### **Minutes of the Meeting held on Thursday 19<sup>th</sup> July 2012 in Polstead Village Hall**

**Present:** Cllrs John Baxter (Chairman), Anne MacWillson, Bruce Martin, Peter Patrick (arrived late due to prior engagement) and William Shadbolt.

**Attending:** Sue Wigglesworth (Babergh District Councillor, PCSO Coleman, Dave Crimmin (Clerk) and 2 members of public.

#### **12/129 Apologies for Absence**

Cllrs Flather and Palmer sent their apologies due to holidays. David Yorke-Edwards (Suffolk County Councillor) also sent his apologies.

#### **12/130 Code of Conduct**

The councillors resolved to adopt the Suffolk Local Code of Conduct, as issued by the Suffolk Association of Local Councils from the 1<sup>st</sup> July 2012.

#### **12/131 Declaration of Interests**

None were declared.

#### **12/132 Minutes of Meeting held on 21<sup>st</sup> June 2012**

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

#### **12/133 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A.

#### **12/134 Reports and Question from Councillors**

None received.

#### **12/135 Chairman's Report**

The Chairman updated councillors on the oil buying leaflet distributed to the residents which to date had received very little feedback. The councillors agreed that Cllrs Baxter and Patrick represent PPC at the Neighbourhood Planning meeting at Babergh on the 16<sup>th</sup> August at 2pm. The Chairman will provide the Clerk with PPC's questions for the meeting. The councillors agreed to co-ordinate a village committee to arrange a pantomime this winter. A meeting to discuss speed limits in the A1071 near Bower House Tye has been arranged for early August.

#### **12/136 Reports and Questions from Parishioners**

Susanna Rendall and Iain Clarke of Boxford (Suffolk) Farms Ltd attended the meeting to outline their plans to install an anaerobic digestion plant at Hill Farm, Brick Kiln Hill. The application for the plant is due to be submitted to SCC later in the year. The councillors asked a number of questions in relation to siting and scale of the plant and the impact that the scheme will have on lorry movements to and from the site. The councillors support in principle this type of green initiative particularly where there is no impact on the land.

#### **12/137 Clerk's Report (Appendix B)**

Following a review of the Clerk's Report the Clerk was asked to determine the usage of the 3 red telephone kiosks in the village. Cllr MacWillson will assist the Clerk in getting the new councillor mandates to Barclays.

#### **12/138 Correspondence (Appendix C)**

Following a review of the Correspondence no further action was required by the councillors.

**Cllr Patrick joined meeting.**

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**12/139 Planning**

- a. The councillors reviewed Planning Application **B/12/00566/FHA Burnt Ash, Boxford Road** - Erection of two-storey side extension, (following demolition of existing garage and carport) and resolved that they had no objections.
- b. The councillors reviewed Planning Application **B/12/00770/TPO Brook House, Straight Road** - Fell 1 no. Cherry tree and reduce other cherry trees (covered by Tree Preservation Order BT370) and resolved that they had no objections.
- c. The councillors reviewed Planning Application **B/12/00745/FHA Brook House, Straight Road** - Erection of detached outbuilding; Conversion of existing garage to form annexe ; Erection of two storey side and single storey side and front extensions and resolved that they had no objections.
- d. The councillors reviewed Planning Application **B/12/00364/LBC Green Cottage, Polstead Hill** - Application for Listed Building Consent - Installation of 6 No. solar panels on roof of garage and resolved that they had no objections.
- e. A further planning application has been received since the agenda was posted. BDC has informed PPC that an appeal reference **APP/D3505//A/12/2177870/NWF** has been made to the Secretary of State in respect to the refusal of Planning Application **B/12/00517/FUL Land North of Sprotts Hall - erection of agricultural storage building**. The councillors resolved that they did not have anything further to add for the appeal and would ask for a copy of the decision.
- f. 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.	
28/05/12	B/12/00582/FHA	White House Farm, Straight Road	Erection of extension to west wing.	12/119a	Supported	
28/05/12	B/12/00583/LBC	White House Farm, Straight Road	Application for Listed Building Consent - Erection of extension to west wing.	12/119b	Supported	
06/06/12	B/12/00507/FUL	Adjoining Parish - Scotland Hall Farm, Stoke by Nayland	Construction of lake (for purposes of relating to conservation and renewable energy system).	12/119c	No impact on Polstead residents	

**12/140 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. No bids have been made for the wheeled strimmer.
- c. With the young offenders no longer maintaining the churchyard, the councillors resolved to add 5 further cuts of the churchyard to the contractors schedule for 2012 at a total cost of £240. The budget to be transferred from Contingency.

**12/141 Highways and Footpaths**

- a. The councillors agreed that the A3 version of the Footpath Map, produced by Cllr Palmer was an excellent first draft. The councillors suggested the following for inclusion in the final draft:
  - i. Notes on the types of right of way accessible in Polstead
  - ii. Inclusion of the permissive path off Straight Road
  - iii. A plastic wallet for holding the map
 SCC advice to be sought on inclusion of permissive path on map.

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- b. The councillors agreed to defer discussion on the footpath maintenance programme until the September meeting.

#### **12/142 National Grid**

PPC's response to the Bramford to Twinstead Connection Report had been acknowledged by National Grid.

#### **12/143 Affordable Housing**

With two meetings being postponed due to the availability of BDC's Planning Officer the re-scheduled meeting will take place on the 7<sup>th</sup> August 2012.

#### **12/144 BDC's Core Strategy Consultation**

After reviewing the amendments being made to the Core Strategy, the councillors resolved that they had no comments on the revisions.

#### **12/145 Tree Planting**

Cllr MacWillson had contacted suppliers with regard to tree supports and the councillors resolved to purchase two 4 feet by 18" metal tree guards from Mr Lambert at a total cost of £300 + VAT. The councillors also resolved to purchase two trees at a budgeted cost of £100 + VAT. **Open Spaces Act 1906 ss 9, 10** Projects budget to be used for these items.

Clerk to contact Mr Simpson regarding costs of producing 2 granite plaques. Cllr Patrick to finalise wording with councillors for the plaques. The councillors resolved that a planting ceremony will be held at 2pm on Saturday 20<sup>th</sup> October 2012 with Cllrs Baxter and MacWillson making the arrangements for the day. .

#### **12/146 Village of the Year**

The councillors were disappointed with the VoY results with Polstead being placed 4<sup>th</sup>. However, many lessons had been learned from the competition and hopefully, by the time it is run again for villages of Polstead's size, initiatives currently being considered will have a bearing on whether Polstead enters the competition.

#### **12/147 Councillor Training**

The councillors resolved to arrange for a Planning and Neighbourhood Plan training module to be conducted by SALC on a midweek evening in November at the Village Hall, subject to the Village Hall availability. The training will be opened up to other councils to attend for a share of the cost. A budget of £300 was set for the training. **LGA 1972 s 111**

#### **12/148 PPC Plans for autumn 2012**

Affordable Housing and irrigation to the allotments will be the two priorities for the autumn.

#### **12/149 Future Agenda Items**

- Neighbourhood Plan
- Footpath Map
- Footpath maintenance programme
- Affordable Housing

#### **12/150 Next meeting**

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 20<sup>th</sup> September 2012 starting at 7.30pm.

**The meeting closed at 9.25pm.**

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**Appendix A County, District and Suffolk Constabulary reports and Public Forum**

Sue Wigglesworth (Babergh District Councillor) updated councillors on the integration progress; consultations on Parish priorities and Core Strategy; Neighbourhood Planning training; and BDC's objections to National Grid's current proposals for the power line.

PCSO Coleman reported that there has been 1 reported crime since your last meeting on the 21st June. On the 28/06/12 at Whitestreet Green a person has been looking after a dog and has allowed it to get into another person's home where it has bitten someone. No Permanent damage and the wound have healed quite well. Offending person has been dealt with by way of Community Resolution.

**Appendix D RFO Report**

**Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
06/06/12	Interest 5 Mar to 5 June	BS 37		0.42	0.00
22/06/12	L Casburn - QDJ Cake	616	LGA 1972 s 145	0.00	30.00
22/06/12	SPS - Annual Subscriptions	617	LGA 1972 s 137	0.00	25.00
22/06/12	BDC - Lease of Rockalls Road playground	618	LGA 1972 ss 124, 126, 127	0.00	55.00
22/06/12	P Brown - QDJ Street Party	619	LGA 1972 s 145	0.00	79.37
19/07/12	D Simpson - Village Sign Maint	620	LGA 1894 s 8	0.00	57.50
19/07/12	B Patrick - Footpath Maint *	621	Highways Act 1980 ss 43, 50	0.00	192.75
19/07/12	B Patrick - payment for strimmer	* contra		50.00	0.00
19/07/12	Parish Online - Subscription	622	LGA 1972 s 111	0.00	36.00

**End of Appendices**