

POLSTEAD PARISH COUNCIL

Minutes of Meeting held on Thursday 20th November 2014 in Polstead Village Hall at 7.30pm

Present: Cllrs Nick Palmer (Chairman), Amanda Flather, Anne MacWillson and James Oxford.

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

14/205 Apologies for Absence

Cllrs Martin, Page and Patrick (engagements) gave their apologies as did PCSO Coleman.

14/206 Declaration of Interests

None were declared.

14/207 Requests for Dispensation

None received.

14/208 PPC Standing Orders

The councillors resolved to adopt the PPC Standing Orders dated 20th November 2014.

14/209 Minutes of Meeting held on 23rd October 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.

14/210 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A.

14/211 Reports and Question from Councillors

No issues raised.

14/212 Chairman's Report

The Chairman updated councillors on the BDC meeting with Town and Parish Councils where a number of issues were raised including Broadband, the mobile network, Babergh office location, ban on Chinese lanterns and neighbourhood plans.

14/213 Reports and Questions from Parishioners

Signed Date.....

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No residents present.

14/214 Clerk’s Report (Appendix B)

Following a review of the Clerk’s Report there were no further actions requested of the Clerk.

14/215 Correspondence (Appendix C)

Following a review of the Correspondence and emails circulated the Clerk was asked to respond to the enquiry relating to a party at the Village Hall wishing to use the Green for a bouncy castle that it is not something that the PPC would recommend.

14/216 Planning

- a. The councillors reviewed **Planning Application B/14/01344/FHA Burnt Ash, White Street Green** - Erection of one and a half storey side extension and single storey front extension (part retention) and resolved that they had no objections.
- b. The councillors reviewed **Planning Application B/14/01269/FHA The Old Post Cottage, Water Lane** - Erection of a pair of five bar gates and resolved that they had no objections.
- c. No further planning application had been received since the agenda was posted.
- d. 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.	
08/08/14	APP/D3505/Q/14/2222976	The Brambles, Holt Road	Appeal against refusal of Planning Application B/14/00162/ROC	14/158d	Nothing to add.	
27/08/14	B/14/01048/FUL	Land south of Woodside, Stackwood Road	Erection of storage building.	14/173a	No objection	REFUSED 27/10/2014
16/10/14	B/14/01243/FHA	Wildacres, 4 Heath Close	Erection of first floor front extension.	14/193b	No objection	

14/217 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. The councillors reviewed the Budget Proposal (Appendix E) and resolved to set an Expenditure Budget of £16,700 for 2015 / 2016.

14/218 Highways and Footpaths

Signed Date.....

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The Clerk updated councillors that there was no update from residents looking to create a Community Speed Watch scheme. The Police are hoping to operate their Speed Indicator Device (SID) in Mill Street before Christmas. Gordon Jones is reviewing the issue of missing 30mph repeater signs in Mill Street. The councillors noted the diversion of Public Bridleway No 5 (parts).

14/219 Allotments

Following contact with the 3 existing allotment tenants and the 6 prospective tenants over the plans for the allotments the 6 new tenants had all agreed to the plans. PPC still awaits written confirmation from 2 of the existing tenants regarding their agreement to the plan which once received will allow works to progress on the site. Cllr Oxford will clear the site of rubbish and ensure that there are no issues for when the site is ploughed.

14/220 Christmas Carols

The plan to hold the Christmas Carols following the Church Carol Service and start at 4.30pm in the Village Hall on Sunday 21st December 2014 have been confirmed with the vicar. Cllrs Flather and MacWillson confirmed the arrangements for the gifts that Father Christmas will give out to children. Clerk to contact Mr Howard to confirm his availability as Father Christmas. Clerk to produce posters for the event.

14/221 Assets, playground and playing field

No update on the new playground proposals or fund raising schemes.

14/222 Community Infrastructure Levy

The councillors reviewed the second consultation from BDC on its proposals to introduce a Community Infrastructure Levy for development meeting certain criteria in the parish. The councillors resolved that as with the first consultation they still did not have any comments on the proposals.

14/223 Future Agenda Items

- Allotments
- Play equipment replacement
- Review of Christmas Carols
- Precept.

14/224 Standing Order 3d

There were no members of public present.

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14/225 Clerk's Appraisal

The councillors reviewed the appraisal of the Clerk undertaken by the Chairman and resolved that Cllr MacWillson sign the appraisal on PPC's behalf and that the Chairman keep a copy on the Clerk's File.

14/226 Meetings in 2015

The councillors agreed to the following meeting dates in 2015:

- 22nd January
- 19th February
- 19th March
- 16th April
- 21st May - Annual Meeting
- 18th June
- 16th July
- 17th September
- 15th October
- 19th November.

The Annual Parish Meeting will be held on the 9th April 2015.

The meeting closed at 9.20pm.

Appendix A County, District and Suffolk Constabulary reports

The Police Report read by the Clerk was as follows "There have been no reported crimes since your last meeting on the 23rd October. Only thing of note happening within Babergh at the moment is vehicle related crimes, items being stolen from vehicles, criminal damage and a couple of reports of the vehicle being stolen. So please make sure you lock your vehicles and take any valuable items with you. I will hopefully get S.I.D (Speed indicator device) out in Mill St over the next month."

Sue Wigglesworth updated councillors on the Community Infrastructure Levy consultation. Gordon Jones written report was circulated previously to councillors and he updated councillors on the Budget scrutiny and Broadband.

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Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
20/11/14	DF Crimmin - Salary Oct to Dec	732	LGA 1972 s 112	0.00	783.10
20/11/14	DF Crimmin - WFHA Oct to Dec	732	LGA 1972 s 112	0.00	39.00
20/11/14	HMRC - Clerk Tax	733	LGA 1972 s 112	0.00	195.80