

## **POLSTEAD PARISH COUNCIL**

**Minutes of Meeting held on Thursday 21<sup>st</sup> March 2013 in Polstead Village Hall at 7.30pm**

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

**Attending:** Sue Wigglesworth (Babergh District Councillor), Dave Crimmin (Clerk) and 4 members of public.

### **13/043 Apologies for Absence**

Cllr Palmer sent his apologies (holiday) and David Yorke-Edwards (Suffolk County Councillor) also sent his apologies.

### **13/044 Declaration of Interests**

No interests were declared.

### **13/045 Requests for Dispensation**

No dispensation requests received.

### **13/046 Minutes of Meeting held on 21<sup>st</sup> February 2013**

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

### **13/047 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A. The councillors resolved to write to BDC expressing the council's outrage that the request from Sue Wigglesworth for a site inspection at Glenalmond was declined despite the written representations received from residents and PPC.

### **13/048 Reports and Question from Councillors**

There were none.

### **13/049 Chairman's Report**

The Chairman updated councillors on the following issues:

- i. National Grid's closure of the footpath through Dollop's Wood was contrary to the agreement with SCC to do sectional closures with barricades when work is in progress. After speaking to SCC Rights of Way the signs were removed.
- ii. Henry Engleheart has improved the footpath style on Mill Lane and the Chairman thanked him for his prompt and effective action.
- iii. The dredging of Polstead pond has been postponed to 2014.

### **13/050 Reports and Questions from Parishioners**

Mr Gorrod raised the concerns of residents at the planning permission BDC gave to Glenalmond.

### **13/051 Clerk's Report (Appendix B)**

Following a review of the Clerk's Report the councillors agreed to the Clerk's request for a 1p rise to 4p for the cost of printing A4 pages in black.

### **13/052 Correspondence (Appendix C)**

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

### **Cllr Patrick arrived**

### **13/053 Planning**

- a. The councillors reviewed **Planning Application B/12/01445/FUL Bower House Farm, Bower House Tye** - Erection of dwelling for farm manager / stockman. (confirmation of applicants financial details) and resolved that they had no objections.
- b. The councillors reviewed Consider **Planning Application B/13/00199/TPO Robin Hill, Spring Lane** - Remove 1 No. Beech tree, remove overhanging branches of 2 No. Sycamore

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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 and resolved that they had no objections.

- c. The councillors reviewed **Planning Application 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) and resolved that they had no objections.
- d. No further planning application had been received since the agenda was posted.
- e. 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.	
21/12/13	B/12/01483/FUL	Glenalmond, Heath Road	Erection of two-storey dwelling and a singlegarage utilising existing vehicular access.	13/011b	Objected	Permission Granted 28/02/2013
10/01/13	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	

### 13/054 Finance

- a. The councillors reviewed the Asset Register and resolved that it accurately reflected the council's assets.
- b. 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.
- c. The councillors identified a need for replacements to styles on a couple of footpaths for an AONB grant. The Clerk to discuss application with the grant organisation and progress an application if grant criteria is met.
- d. The councillors resolved to grant donations to the following organisations; Citizens Advice Bureau £50, East Anglian Air Ambulance £50, Suffolk Age UK £50 and Polstead Projects £250.

### 13/055 Highways and Footpaths

The Clerk to check with SCC Right of Ways if pedal cycles are allowed to use the footpaths. The Clerk to also request a site meeting with SCC Highways to review flooding issue in Mill Lane.

### 13/056 National Grid

PPC's response to National Grid's Scoping Report for the Bramford to Twinstead Tee power line has now been received by the Planning Inspectorate.

### 13/057 Neighbourhood Plan

The Chairman updated councillors on the meeting held with Suffolk ACRE on the subject of Neighbourhood Planning as well as developments initiated by the Government in supporting parish councils to develop a NP. The councillors agreed to meet to review PPC objectives for a NP in consultation with a community planning consultant.

### 13/058 Pond Maintenance

With David Yorke-Edwards giving a Locality Budget grant towards the cost of pond improvements in Polstead, the councillors agreed that the Chairman approaches residents to see if a community project can be set-up to maintain the ponds.

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### **13/059 Village Show**

The 17<sup>th</sup> August has been set for the Village Show, which will be a community led activity supported by PPC. A village meeting regarding the Show is being arranged for early April.

### **13/060 BDC's Strategic Tenancy Policy consultation**

After reviewing the document the councillors resolved that they supported the principles in the policy and had no comments to add.

### **13/061 Play Equipment**

The following points have been raised by Cllr Martin and Page following their review of the play equipment.

Rockalls Road Children's Play Area general observations:

- All of the children's play equipment seems dated, scruffy, worn and in need of refurbishment. In particular:
  - ♦ All exposed ironwork (e.g. hinges and pivots) appears rusted
  - ♦ All painted ironwork (e.g. frames) requires re-painting. Large sections of peeling paint have exposed bare metal, which shows considerable areas of rust
  - ♦ All other surfaces (e.g. wood or plastic) are dirty, or tarnished by the rust from surrounding metalwork
- Whilst all items are in need of refurbishment, all are in working order and there is no perceptible damage sufficient to limit the 'use' of each item
- None of the children's play equipment seems to present an immediate health and safety hazard; however,
- The surrounding wire fencing does present a risk of minor injury as sharp edges run along its length (at a level close to the face-height of many children). Whilst there is one section of fencing in need of replacement (due to a sizable hole), there is little risk presented by the road, as all sections of fencing facing the road are in good general repair.

Heath Road Playing Field general observations:

- The tarmac is in good condition, with no evidence of cracks or water damage
- Whilst a little dirty, the basketball hoops and the skateboard ramp are in good general repair. Unlike other metalwork, there are no significant areas of perceptible rust and the paintwork is intact
- Whilst upright and sturdy, the painted ironwork of the football goals requires re-painting. Large sections of peeling paint have exposed bare metal (which has suffered from rust)
- Whilst the playing field is in a good condition, worn areas around each goal would benefit from being levelled and seeded.

### **13/062 Future Agenda Items**

- Strategic review of play equipment area.

### **13/063 Exclusion of Public**

There were no members of the public present at this point of the meeting.

### **13/064 Affordable Housing**

A number of potential sites have been identified in Polstead which the housing development association will now review and give feedback by the end of April.

### **13/065 Next meeting**

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 18<sup>th</sup> April 2013 starting at 7.30pm.

**The meeting closed at 9.45pm.**

Signed ..... Date.....

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

Sue Wigglesworth updated councillors on BDC's support of Neighbourhood Plans, changes to BDC's planning process and affordable housing.

In the absence of the Police the Clerk read the report for February which showed a theft of cash in Stackwood Road on the 6<sup>th</sup> February 2013.

**Appendix D RFO Report**

**Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
21/03/13	Came & Co - Insurance	643	LGA 1972 s 111	0.00	420.01
21/03/13	ICO - Data Protection Registration	644	LGA 1972 s 111	0.00	35.00
21/03/13	BDC - Dog & Litter bin emptying	645	Litter Act 1983 ss 5, 6	0.00	612.16
21/03/13	B Patrick - Footpath Maintenance	646	Highways Act 1980 ss 43, 50	0.00	100.00
21/03/13	DF Crimmin - Salary Jan to March	647	LGA 1972 s 112	0.00	1,025.51
21/03/13	DF Crimmin - WFHA Jan to March	647	LGA 1972 s 112	0.00	39.00
21/03/13	HMRC - Clerk's Tax & NI	648	LGA 1972 s 112	0.00	258.56
21/03/13	DF Crimmin - Expenses 1st Sept to 28th February	649	LGA 1972 s 112	0.00	455.40