

**POLSTEAD PARISH COUNCIL**

**Minutes of the Meeting held on Thursday 21<sup>st</sup> July 2011 in Polstead Village Hall**

**Present:** Cllrs Nick Brandt (Chairman), John Baxter, Anne MacWillson, Nick Palmer, Peter Patrick and William Shadbolt.

**Attending:** Sue Wigglesworth (Babergh District Councillor), David Yorke-Edwards (Suffolk County Councillor), Dave Crimmin (Clerk) and 4 residents.

**11/114 Apologies for Absence**

Apologies received from Cllr Flather, who is away on business, and PCSO Coleman.

**11/115 Declaration of Interests**

None were declared.

**11/116 Minutes of Meeting held on 16<sup>th</sup> June 2011**

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

**11/117 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A.

**11/118 Reports and Question from Councillors**

Cllr Baxter reported that Cllr Shadbolt and he have arranged to meet Nick Elliott at Babergh offices on Wednesday 27<sup>th</sup> July to seek guidance on certain issues identified in the preparation of the proposed footpath..

Cllr MacWillson updated councillors on representations from the allotment holders for PPC to re-consider the issue of supplying water to the allotments. The councillors requested that the Clerk arrange a meeting with Anglian Water to look at the costing for the provision of water on the site.

**11/119 Reports and Questions from Parishioners**

No issues were raised.

**11/120 Planning**

- a. The councillors reviewed Planning Application **B/11/00755/FHA Mayflower, Stackwood Road** - Erection of garage and store room including associated landscaping and resolved that they had no objection.
- b. The councillors reviewed Planning Application **B/11/00750/FHA The Ride, Straight Road** - Erection of single-storey front and rear extensions and resolved that they had no objection.
- c. Two further planning applications had been received since the agenda was posted. The councillors reviewed Planning Application **B/11/00770/CEU Four Acres, Stackwood Road** - Application for a Certificate of an Existing Use - Occupation of residential dwelling in non-compliance with condition 3 of approved planning permission S/66/646/C and resolved that the evidence provided by the applicant was in accordance with local knowledge. The councillors reviewed Planning Application **B/11/00827/FHA Woodfield, Stackwood Road** - Erection of detached double garage (amended scheme to that approved under planning permission B/10/01027/FHA) and resolved that they had no objection.
- d. The councillors resolved to give Cllr Brandt authorisation to meet with BDC Enforcement with regard to issues relating to Scotland Place Farm and report back his findings to the next meeting of the council.
- e. 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/11/00210/FUL	Bower House Farm, Bower House Tye	Erection of agricultural workers dwelling, farm office and wash area.	11/044 a	No Objections.	
B/11/00182/FUL	Land east of Woodview, Stackwood Road	Change of use of land to mixed agricultural and equestrian. Erection of stables, hay barn and hard standing.	11/044 c	Objected to Application	REFUSED 01/07/2011
B/11/00365/FUL	Adjoining Parish Elmington, Hadleigh Road, Boxford	Erection of two-storey rear extension; increase height of roof and insertion of 5 no. dormer windows.	11/061 a	No comments	Permission Granted 06/05/2011
B/11/00210/FUL	Bower House Farm, Bower House Tye	Additional information in relation to Planning Application	11/061 b	No impact on previous resolution.	
B/11/00152/VOT	White House Farm, Straight Road	Erection of two-storey garden building to provide 2 (no.) garage spaces, office, 2 (no.) bedrooms, bathroom and storage space extension of time limit to condition attached to P.P B/08/00933	11/102 a	No objection	Permission Granted 29/06/2011
APP/D3505//A/1 1/2153501/NWF	Brendacot, Heath Road	Appeal against refusal of B/11/00095/FUL for the erection of two-storey dwelling and garage/workshop building (following demolition of existing single-storey dwelling).	11/102 b	No further points and requested copy of decision.	

#### 11/121 Finance

- a. All cheques signed and due for signing, as itemised in Appendix B, 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. The councillors noted that with no meeting scheduled for August that all payments, in particular from PPC's contractors, should be settled in accordance with Section 6.4 of PPC's Financial Regulations.

#### 11/122 Highways and Footpaths

- a. Cllr Palmer was asked to work with Cllrs Baxter and Shadbolt to incorporate the guide to "Disabled Friendly Footpaths" into the revised footpath map for Polstead.
- b. The councillors resolved that in order to consider fully SCC's proposal to divest parts of the rights of way service to PPC that a joint meeting of Layham, Shelly, Stoke by Nayland and Polstead Parish Councils' should be co-ordinated by SCC in order to see if there would be further economies made. This was particular relevant as local landowners had interests in more than one parish.
- c. The councillors resolved that as part of the footpath maintenance programme Cllr Brandt should also engage a contractor to undertake a rubbish collection along footpaths and roads in Polstead.

#### 11/123 Diamond Jubilee

Cllr Brandt reported that his meeting with all the village representatives had gone very well and that the group planned to meet again in October. It has been agreed that PPC will run the Diamond Jubilee events on Sunday 3<sup>rd</sup> June and the other organisations looking to see if they wished to run a event on any of the other 3 days.

With the enthusiastic support of Richard Davey, PPC will hold a Village v Richard Davey's Invitation XI cricket match on the Sunday afternoon followed by a hog roast, both events being held at Rockalls Hall. A team organiser for the village team is to be identified and Cllr Brandt will review the arrangements for a pig, portable toilets and entertainment for the afternoon. Cllr Brandt to write an article for the magazine on the plans to date.

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#### **11/124 Local Housing Needs Survey**

Suffolk ACRE has agreed for the survey to be circulated towards the end of October, with the Parish Councillors distributing the surveys to residents. The survey, leaflets and other publicity for the LHNS will be agreed by PPC at the September meeting.

#### **11/125 National Grid**

The councillors noted that National Grid had chosen Option 2 for the new power line between Bramford and Twinstead. Cllr Brandt will create a petition for residents to urge National Grid to put the power line underground ahead of the public exhibition of the proposals on the 12<sup>th</sup> August in Polstead Village Hall.

#### **11/126 Leiston Town Council**

The councillors resolved to write to the Department of Communities and Local Government to support the following resolution from Leiston Town Council:

“We ask the current Minister at the Department of Communities and Local Government (Greg Clark MP) to make the following planning policy/guidance to apply to large planning applications in the area of a Town or Parish Council

1. That any applicant or representatives of any applicant who submits such an application that will have a significant effect on an area must, if requested by the Town or Parish Council attend a meeting of
  - (i) that Council to answer questions from elected councillors; and
  - (ii) a Town Meeting, should one be duly called, to answer questions from all electors.
2. That any applicant who submits such an application that will have a significant effect on an area must, if requested by the Town or Parish Council, or a Town Meeting, pay for the Council or Meeting to get an independent assessment carried out as to how the proposed development will affect the sustainability of the local communities.
3. And if we agree 1 and 2 above, we seek the support of other Town and Parish Councils.”

#### **11/127 Thatched Roof Properties in Polstead**

Cllr MacWillson will compile a list of the thatched properties in Polstead in order that Suffolk Fire and Rescue can make appropriate provision of resources in the event of a fire at the property.

#### **11/128 Polling Stations**

The councillors considered that there were no issues arising from the poll held at the village hall for the May 2011 elections.

#### **11/129 PPC Standing Orders**

The councillors agreed to defer this item until the next meeting to allow Cllr Brandt to revise the draft document.

#### **11/130 Correspondence Received (Appendix C)**

Following a review of the correspondence there were no further actions required.

#### **11/131 Chairman and Clerk's Reports (Appendix D)**

The Chairman did not have anything else to report. Following a review of the Clerk's report the councillors noted BT's latest response in relation to the lack of telephone services at the Polstead Heath and Hadleigh Heath kiosks. The councillors requested that Cllr Brandt speak to Mr Witt regarding a copy of his public liability insurance.

#### **11/132 Future Agenda Items**

- 2012 Diamond Jubilee
- Standing Orders

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- Water to allotments
- Landowner's maintenance of footpaths.

**11/133 Date of Next Meeting**

The next meeting will be on the Thursday 15<sup>th</sup> September 2011 in Polstead Village Hall starting at 7.30pm.

**The meeting closed at 9.39pm.**

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

Sue Wigglesworth updated councillors on BDC's Local Development Framework, Transformation and Integration of BDC and Housing. David Yorke-Edwards updated councillors on SCC's Chief Executive, the 2012 / 2013 Budget, the future of the New Strategic Direction, Broadband in Suffolk and an update on the libraries.

In the absence of the Police the Clerk read their report "There have been two reported crimes since the last meeting on 16th June they are: - Interference with Motor vehicle - Bower House Tye, 5th/6th July when sometime overnight unknown persons have smashed the passenger window of a Ford Ranger, nothing taken, however it is believed they were after the Catalytic Converter and were disturbed before they could take it. Theft - Other, Holt Road, between 7th -10th July when sometime over a four day period unknown persons have gained entry to a caravan that is situated in a field, caravan was left secured and unattended and entry gained via the skylight, cushions have been taken from within. I have made contact with the local resident about doing some speed checks along Mill Street once I have this sorted will let you know results."

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**Appendix B RFO Report  
Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
17/06/11	Hadleigh Fishing Club - Donation	101555	LGA 1972 s 137	0.00	59.00
21/07/11	PA Scammell - Bench Maintenance & Bin installation	101556	Litter Act 1983 ss 5,6 LGA 1894 s 8	0.00	414.00
21/07/11	WJ Green - Equipment repair	101557	Highways Act 1980 ss 43, 50	0.00	55.42
21/07/11	BDC - Lease of Rockalls Road playground	101558	LGA 1972 ss 124, 126, 127	0.00	55.00
21/07/11	SALC - Councillor Training	101559	LGA 1972 s 111	0.00	60.00
21/07/11	DM Witt - Footpath maint	101560	Highways Act 1980 ss 43, 50	0.00	153.60

Signed .....

Date.....