

## **POLSTEAD PARISH COUNCIL**

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

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

**Attending:** Sue Wigglesworth (Babergh District Councillor), PCSO Georgi Hawkes, Dave Crimmin (Clerk) and 4 residents.

The Chairman welcomed Stephen Davies to his first meeting as a PPC councillor.

### **13/213 Apologies for Absence**

Cllr Martin (working) sent his apologies as did Gordon Jones (Suffolk County Councillor).

### **13/1214 Declaration of Interests**

None declared.

### **13/215 Requests for Dispensation**

No dispensation requests received.

### **13/216 Minutes of Meeting held on 17<sup>th</sup> October 2013**

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

### **13/217 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A.

### **13/218 Reports and Question from Councillors**

Cllr MacWillson raised concerns about the speed of traffic along Heath Road and questioned whether SCC Highways could sign the road as "single track with passing places" in order to warn drivers of the type of road ahead. Clerk to raise with SCC Highways. Cllr Davies would like the issue of leaf fall in Rockalls Road reviewed next autumn.

### **13/219 Chairman's Report**

The Chairman appreciated the help of the community in quickly removing fallen trees and ensuring residents were safe following the recent gale. He also confirmed, with councillors, that one new sign reading "This 800 year old hedge contains 19 different species of woody plants." should replace the 2 existing signs at Potash Lane.

### **13/220 Reports and Questions from Parishioners**

Lisa Matthews updated councillors that Polstead Projects had achieved the Quality Light Mark standard, and are the first voluntary organisation in Suffolk to achieve this. Three residents raised their concerns on the new dwelling being developed at Glenalmond.

### **13/221 Clerk's Report (Appendix B)**

After reviewing the Clerk's report no further action was required of the Clerk

### **13/222 Correspondence (Appendix C)**

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

### **13/223 Planning**

- a. The councillors reviewed **Planning Application B/13 Layham Quarry, Rands Road, Layham** - Variation of Condition of Planning Permission B/97/0765 (Landfilling and restoration to agriculture and silviculture) to extend completion of both by 15 years respectively; replace the phasing of operations plan and raise the height of perimeter bunding around Phases 4 and 5 and resolved that they had no comments.

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- b. The councillors noted **Planning Application B/13/01300/TCA Park Lodge, Mill Street - Remove 1 No. Copper Beach Tree.**
- c. No further planning applications had been received since the agenda was posted.  
**Cllr Patrick arrived.**
- d. The councillors resolved to write to Babergh District Council over the local concerns of the dwelling being developed at Glenalmond as follows:

“Further to recent verbal communications with the Planning Enforcement team within Babergh District Council, Polstead Parish Council wishes to formally register its concern over the final form of the above property which is now nearing completion. The new construction is of a height and scale that is at variance with one of the approved plans quoted within the planning approval (dated 28 February 2013) ; Drawing No. 12/65/03 ‘Proposed and Existing Sections and Street Scenes’ clearly shows that the new dwelling should have a roof ridge height below that of the neighbouring property. In contrast the completed building is significantly higher.

The building may, or may not, be constructed in accordance with the dimensions quoted within the other approved plans, however the variance from the above drawing is significant in view of the emphasis placed on this designed parameter within ‘The Design and Access Statement’ submitted as part of the application, which states the following:

- Section 5.4 The proposal is for a three-bedroomed detached two-storey dwelling . . . It seeks to reflect the massing, detailing and form of the adjacent cottages suggesting an extended pair of farm workers’ cottages much like Grove Cottage adjacent.
- Section 5.5 The proposed dwelling . . . has been purposefully designed to minimize its perceived scale and massing to avoid any notion of cramped development, overbearing or detriment to neighbouring privacy and amenity . . . The ridge height provides a transitional scale between its neighbours.

PPC objected to the original proposals and the Parish remains surprised that planning approval was approved without the Planning Committee visiting a very constricted site. The construction has resulted in significant local concerns regarding planning controls and PPC would appreciate a formal response at your earliest convenience.”

The status of planning applications, enforcement referrals and appeals previously reviewed by PPC were as follows:

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<b>Application Reference+G13 3G133B1:G134</b>	<b>Address</b>	<b>Planning Details</b>	<b>PPC Minute</b>	<b>Parish Council Comments</b>	<b>Babergh DC Comments</b>
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.	
APP/D3505/A/1 3/2199810	Gilly Flower House, Rockalls Road	Appeal against refusal of Planning Application B/12/00813/FUL	13/147b	No further comments.	
B/13	Hill Farm, Brick Kiln Lane	Construction of an anaerobic digestion plant, 500kW combined heat and power plant and associated infrastructure.	13/174a	No objection	
B/13	Layham Quarry, Rands Road, Layham	Variation of Condition of Planning Permission B/97/0765 (Landfilling and restoration to agriculture and silviculture) to extend completion of both by 15 years respectively; replace the phasing of operations plan and raise the height of perimeter bunding around Phases 4 and 5.	13/198a	Defer to November meeting	
B/13/01022/FHA	Woodview, White Street Green	Erection of extension to single garage to form double garage and utility area.	13/198b	No objection	Withdrawn
B/13/01096/LBC	Tinkers Cottage, Polstead Hill	Application for Listed Building Consent - Alterations to roof and fenestration of existing rear conservatory to convert to garden room; and insertion of 1 no. replacement door and 2 no. replacement windows, to ground floor rear elevation, serving kitchen.	13/198c	No objection	Permission Granted 13/11/2013
APP/D3505/A/2 206055	The Old Chapel, Heath Road	Appeal against refusal of Planning Application B/13/00726/FHA	13/198d	Requested copy of decision	
B/13/01300/TCA	Park Lodge, Mill Street	Remove 1 No. Copper Beach Tree.			

**13/224 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 for 2014 / 2015 (Appendix E) and resolved to agree an Expenditure Budget of £16,621

**13/225 Highways and Footpaths**

The Clerk updated councillors on the status of the Homey Lane bridge repairs. Temporary repairs have been undertaken and the bridge has been scheduled for maintenance, although the timeframe for this is not yet clear. Cllr Davies raised his concerns of the state of the Rockalls Road tarmac and the Clerk was asked to contact SCC Highways to see if this was in the maintenance programme.

**13/226 Ponds Maintenance**

The councillors agreed to review the requirements for funding in April 2014.

**13/227 Play Equipment**

The recent survey undertaken in conjunction with Babergh District Council had not identified any improvements that could be achieved within PPC's existing budgetary reserves. The councillors agreed that a formal consultation with residents needed to be undertaken to define the requirements, costs and funding sources for any scheme.

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### **13/228 National Grid**

National Grid has now postponed the scheme for a new power line.

### **13/229 Emergency Plan**

With very little feedback received to the request for Polstead hamlet co-ordinators, Cllr Palmer will make one last attempt in order to get resources for the proposed plan.

### **13/230 Local Housing Needs**

Babergh expect to give PPC answers to the issues raised on the scheme in the New Year.

### **13/231 Christmas Carols**

The Village Hall has been booked for the Christmas Carols on Sunday 22<sup>nd</sup> December starting at 4.30pm. Cllr Palmer will arrange the singing, Cllrs Flather and MacWillson will co-ordinate the food and Mulled wine, Cllr Martin will arrange wine, and Cllrs Martin, Davies and Page will arrange the Christmas tree / lights.

### **13/232 Allotments**

After reviewing the findings from the BDC survey, the councillors agreed that a solution for a water supply at the allotments should be the highest priority. The Clerk was asked to contact Anglian Water to review their costs for providing water to the entrance of the allotments first received in 2011. The clerk will also look at other initiatives to water the allotments. When a solution for water is found the councillors agreed that a consultation with existing users and residents should be undertaken to understand the requirements for allotments in Polstead.

### **13/233 2104 Meeting Dates**

The following dates were agreed by the councillors:

- 16<sup>th</sup> January
- 20<sup>th</sup> February
- 20<sup>th</sup> March
- 17<sup>th</sup> April
- 15<sup>th</sup> May          Annual Meeting of PPC
- 19<sup>th</sup> June
- 17<sup>th</sup> July
- 18<sup>th</sup> September
- 16<sup>th</sup> October
- 20<sup>th</sup> November.

The Annual Parish Meeting will be held on 3<sup>rd</sup> April 2014.

### **13/234 Future Agenda Items**

None.

### **13/235 Next meeting**

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 16<sup>th</sup> January 2014 starting at 7.30pm.

**The meeting closed at 10.05pm.**

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

Sue Wigglesworth updated councillors on the meetings BDC planned with PC's, Budget Balancing, staff appoints to support the Local Housing Needs schemes and BDC planning training for councils. Gordon Jones written report updated councillors on the exam results; City Deal for Ipswich; Home Care & Community meals; views of Suffolk residents being sought in budget consultation; A14 Toll.

The Clerk read the Police Report which showed that there was one crime in Mill Street on the 18<sup>th</sup> October with regard to interference with a motor vehicle, since the October meeting.

### Appendix D RFO Report

#### Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
16/11/13	Polstead Village Hall - Hire	680	LGA 1972 s 133	0.00	144.00
16/11/13	Polstead Village Hall - Fete Hire	680	LGA 1972 s 133	0.00	35.00
16/11/13	SALC - Training	681	LGA 1972 s 111	0.00	330.00
16/11/13	B Patrick - Footpath Maint	682	Highways Act 1980 ss 43, 50	0.00	81.25
16/11/13	Centrewire - Kissing gates	683	Highways Act 1980 ss 43, 50	0.00	484.80
16/11/13	DF Crimmin - Salary Oct to Dec	684	LGA 1972 s 112	0.00	798.62
16/11/13	DF Crimmin - WFHA Oct to Dec	684	LGA 1972 s 112	0.00	39.00
16/11/13	HMRC - Clerk Tax	685	LGA 1972 s 112	0.00	199.60