

POLSTEAD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH
Tel: 01787 375085 email: polsteadpc@btinternet.com

AGENDA FOR MEETING TO BE HELD ON THURSDAY 16th JULY 2015 AT 7.30pm

1. Apologies for absence
2. Receive declarations of interests and consider request for dispensation from Councillors
3. Agree **minutes** of Polstead Parish Council meeting held on 18th June 2015
4. Receive **reports from County Councillor, District Councillor and Suffolk Constabulary**
5. To receive **reports and questions from Councillors and Chairman's report**
6. To receive reports and **questions from Parishioners** (contributions to be limited to 2 mins)
7. Agree actions following the review of the **Clerk's Report**
8. Agree actions required on **Correspondence Received and emails circulated** by the Clerk to councillors since the last meeting
9. Planning
 - a. Consider **Planning Application B/15/00809 Old Bakers, White Street Green** - Application for Listed Building Consent - Replacement of roof tiles to rear lean-to with natural slate.
 - b. Consider **Planning Application B/15/00808 Old Bakers, White Street Green** - Erection of summer house. |
 - c. Consider any planning application received since the agenda was posted
 - d. **Status of Planning Applications** previously reviewed by the Parish Council.
10. Finance
 - a. From the **RFO Report** authorise payments made since last meeting and to be made; note income received since last meeting; review the Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
 - b. Consider request for donation towards a **Polstead Community Shop project**.
11. Consider any issues raised regarding **Highways and Footpaths** including results of speed survey in Mill Street
12. Review of event for **allotments** re-opening
13. Consider any **asset, playground or playing field** issues including review of Playground Equipment report, the location for a commemorative bench and the plan for the "walk of the parish"
14. Update on the **Fit Villages** programme for Polstead
15. Consider **Scattered Orchard Project** for Polstead
16. Future Agenda Items
17. The date of the next scheduled PPC meeting is **Thursday 17th September 2015** at 7.30pm.

Associated Papers for PPC Meeting on 16th July 2015

Agenda Item 2 Requests for Councillor Dispensation

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation **you need to write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

Agenda Item 7 Clerk's Report

Minute	Action	Complete ✓
14/124	Response sent to Royal Mail on Pillar Box removal. No response to date on request for VR box.	
15/013	Have requested single track signage from SCC Highways and copy of plans for PPC approval.	
15/013	Have requested SCC Highways for a grit heap at A1071 / Stackwood Road junction	
15/117	Minutes updated on website and published to newsletters.	✓
15/123	Response sent to Babergh re planning application(s)	✓
15/124 a	Cheques distributed to suppliers.	✓
15/124 c	Pensions Regulator advised of PPC contact.	✓
15/125	Clerk to supply Definitive Map at meeting.	✓
15/126	Greenhouse permission given to Mrs Spalding.	✓
15/126	See RFO Report - 16th July 2015.	✓
15/127	Order outstanding re chains for play equipment.	
15/130	Cllr Peck has completed all paperwork in relation to his co-option.	✓
	Clerk Hours	
	As at 5th July 2015 - 104.25 hours worked / 105 hours paid	

Agenda Item 8 Correspondence

No correspondence received.

Agenda Item 9d Planning Status

Application Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
APP/D3505/Q/14/2222976	The Brambles, Holt Road	Appeal against refusal of Planning Application B/14/00162/ROC	14/158d	Nothing to add.	
B/15/00306/FHA	Rye House, Hadleigh Heath	Erection of single-storey extension and pitched roof to existing dwelling.	15/104a	Supported	Permission Granted 09/06/2015
B/15/00403/FUL	Sharline, White Street Green	Erection of 1 no. dwelling & 1 No. replacement dwelling (following demolition of existing property).	15/104b	Objected	
B/15/00533	Brewery Farm, Bower House Tye	Notification under Part 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015. Prior approval under Class M(a) Change of use from Animal Food Sales (Class A1 shops) to Dwelling house(s) (C3).	15/104c	No issues	Development Acceptable 07/07/2015
B/15/00581	The Ride, Straight Road	Erection of front and rear single storey extension.	15/123a	Supported	

Associated Papers for PPC Meeting on 16th July 2015

**Agenda Item 10a Responsible Financial Officer (RFO) Report
Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
08/06/15	Interest 2 Mar to 7 Jun	BS 50		0.45	0.00
19/06/15	Allotment rent			10.00	0.00
16/07/15	Suffolk Preservation Society -	767	LA 2011 ss 1 to 8	0.00	25.00
16/07/15	BDC - Lease of Rockalls Road	768	LA 2011 ss 1 to 8	0.00	55.00
16/07/15	B Patrick - Allotment works	769	LA 2011 ss 1 to 8	0.00	320.00
16/07/15	BDC - Election costs	770	LA 2011 ss 1 to 8	0.00	87.50
16/07/15	SALC - Councillor Training	771	LA 2011 ss 1 to 8	0.00	60.00
16/07/15	Getmapping Plc - Parish Online	772	LA 2011 ss 1 to 8	0.00	33.60
16/07/15	Mr A Riley - rotovator	773	LA 2011 ss 1 to 8	0.00	48.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Account	30/06/15	£31,512.72	£29,844.17	£1,668.55	£0.00	£0.00
Premier Account	30/06/15	£3,315.94	£3,315.94	£0.00	£0.00	£0.00
Cash	09/07/15	£0.00	£0.00			£0.00
		£34,828.66	£33,160.11	£1,668.55	£0.00	

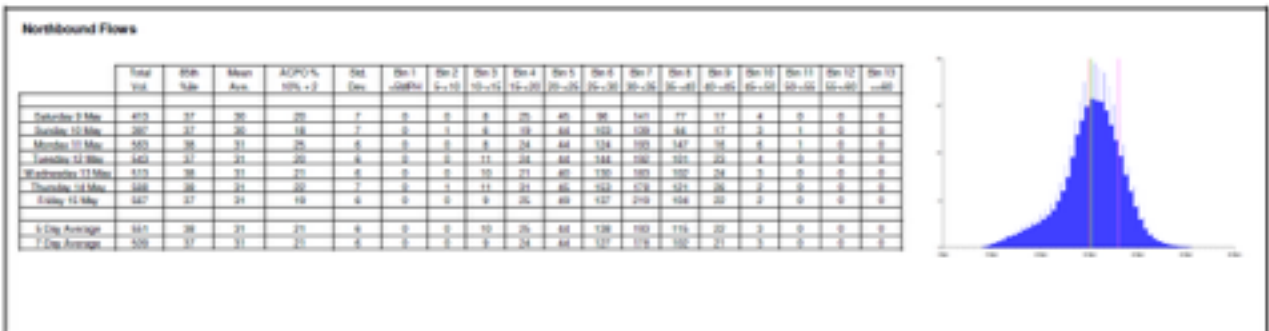
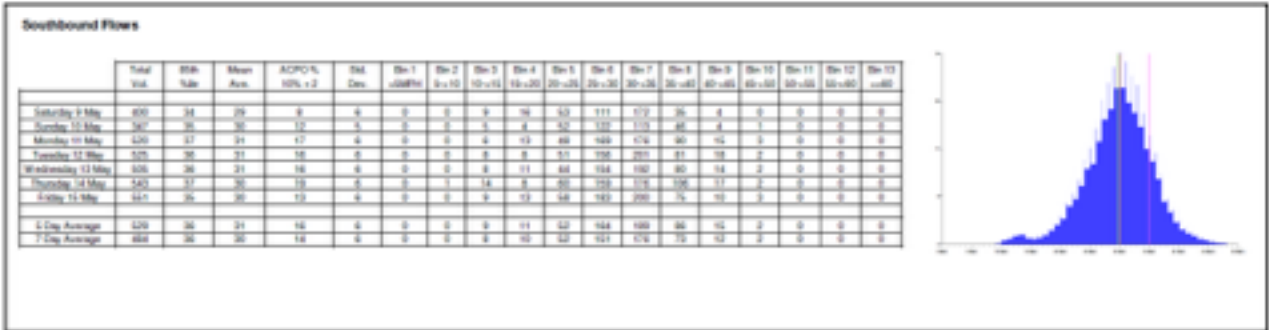
Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets Brought Forward		£29,408.07				
<u>Income</u>			<u>Expenditure</u>			
Precept	£17,891.10	£8,945.55	Clerks Salary	£4,315.00	£1,000.45	
Bank Interest	£2.00	£0.45	Admin	£1,860.00	£727.90	
Recycling	£0.00	£0.00	Insurance	£475.00	£0.00	
Grants	£195.00	£0.00	Audit Inspections	£190.00	£108.00	
Allotment Rent	£200.00	£110.00	Donations	£1,000.00	£0.00	
Wayleave	£20.30	£0.00	Chairman's Allowance	£60.00	£0.00	
QDJ	£0.00	£0.00	Dog & Litter Bins	£875.00	£0.00	
Donation	£0.00	£0.00	Footpaths	£1,400.00	£411.25	
Compensation	£0.00	£0.00	Grass Cutting	£2,250.00	£0.00	
Other	£0.00	£367.17	Ditch Clearance	£200.00	£0.00	
VAT Repayment	£0.00	£341.67	Maintenance	£1,140.00	£135.00	
			Village Hall	£935.00	£0.00	
			Projects	£1,500.00	£3,253.72	
			Contingency	£500.00	£0.00	
			VAT Paid	£0.00	£376.48	
Total	£18,308.40	£9,764.84	Total	£0.00	£16,700.00	£6,012.80
			Assets Carried Forward			£33,160.11
Total		£39,172.91	Total			£39,172.91

Agenda Item 11 Speed Survey

Polstead - A1C Speed Survey
Summary Dates (9th - 15th May 2015)

Site No. A3897 - Mill Lane, Polstead



Notes:

- All speed values in mph.
- Speed Limit = 30mph.
- Average values based on 24-hour flows.
- 35mph corresponds to the ACPO Guidelines prosecution threshold.

The Dedham Vale Scattered Orchard Project

Do you know of a patch of land in your parish that could be planted with local varieties of fruit or nut tree?

It could be an allotment site, school or village hall grounds, cemetery or any other community space. As long as it's accessible for future generations of foragers to enjoy.

The Dedham Vale Area of Outstanding Natural Beauty (AONB) and Stour Valley Project aim to plant 5 trees in each Dedham Vale parish this autumn / winter.

All we need from you is a site, some community support for planting and to look after the trees once they have been planted.



If you know of a site, want to be involved or would just like more information please contact Emma Black, Countryside Officer, Dedham Vale AONB and Stour Valley Project

T: 01394 445225 **E:** emma.black@suffolk.gov.uk