

POLSTEAD PARISH COUNCIL

Minutes of the Meeting held on Thursday 21st June 2012 in Polstead Village Hall

Present: Cllrs John Baxter (Chairman), Amanda Flather, Anne MacWillson, Bruce Martin, Nick Palmer, Peter Patrick and William Shadbolt.

Attending: Sue Wigglesworth (Babergh District Councillor), David Yorke-Edwards (Suffolk County Councillor), PCSO Creasey, Dave Crimmin (Clerk) and 3 residents.

12/110 Apologies for Absence

None received.

12/111 Declaration of Interests

None were declared.

12/112 Minutes of Meeting held on 17th May 2012

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

12/113 Reports from County and District Councillors and Suffolk Constabulary

The reports are contained in Appendix A.

12/114 Reports and Question from Councillors

Cllr Flather reported that she had received a number of concerns from residents in White Street Green relating to rubbish bins being left at collection points throughout the week. The councillors requested the Clerk take steps to ensure that residents are made aware that this is against BDC's policy. Cllr Flather thanks to Cllr Baxter for all the work he undertook for the Queen's Diamond Jubilee events was endorsed by the other members.

12/115 Chairman's Report

The Chairman wished to place on record his appreciation for all the hard work and support from the Polstead residents at the QDJ events. Despite the inclement weather conditions all the events were very well attended and from the feedback received, appreciated by the residents.

He was also very grateful for the excellent workmanship of Donald Simpson in the refurbishment of the Village Sign. He was very grateful for the article produced by Helen Constance on the QDJ for the LSPN and for Michael Constance's offer to produce a book of pictures from the Polstead QDJ celebrations.

He also raised a comment from the Village of the Year judges on the poor condition of the 3 red telephone kiosks. The councillors agreed that the Clerk should contact BT in order to get the kiosks maintained.

12/116 Reports and Questions from Parishioners

Michael Hackford raised the issue of growth around a telegraph pole at the junction of the A1071 and Stackwood Road causing issues to drivers trying to turn into the A1071. The Clerk to report the issue to SCC Highways. He also raised concerns on whether the work undertaken on D'Arcy Cottage in order to achieve vehicular access had met the Planning Inspector's condition when approving the scheme. The Clerk will raise issue with BDC Enforcement.

Sean Condon outlined the plans for the extension to his property, White House Farm.

12/117 Clerk's Report (Appendix B)

Following a review of the Clerk's Report the Clerk was asked to ensure that SCC Transport are notified of Cllr Patrick's contact details.

12/118 Correspondence (Appendix C)

Following a review of the Correspondence no further action was required by the councillors.

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12/119 Planning

- a. The councillors reviewed Planning Application **B/12/00582/FHA White House Farm, Straight Road** - Erection of extension to west wing and resolved to support the application.
- b. The councillors reviewed Planning Application **B/12/00583/LBC White House Farm, Straight Road** - Application for Listed Building Consent - Erection of extension to west wing and resolved to support the application.
- c. The councillors reviewed Planning Application **B/12/00507/FUL Adjoining Parish - Scotland Hall Farm, Stoke by Nayland** - Construction of lake (for purposes of relating to conservation and renewable energy system) but felt that there was no impact on any Polstead residents.
- d. A further planning application has been received since the agenda was posted but with BDC agreeing to give PPC until the 20th July to submit its comments **B/12/00566 Burnt Ash, Boxford Road** will be considered at the July meeting.
- 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
25/10/11	APP/D3505/A/1/2162647	Land east of Woodview, Stackwood Road	Appeal against refusal of B/11/00182 change of use of land to mixed agricultural and equestrian. Erection of hay barn and hard standing. Alterations to existing vehicular access.	11/184a	No further comments - copy of decision requested.	Appeal upheld
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.	
29/03/12	B/12/00283/FUL	Land East of Blackthorns, Boxford Road	Erection of a detached dwelling (following demolition of existing garage).	12/070a	No Objection	Permission Granted 30/05/2012
11/04/12	B/12/00375/FUL	Mill Lane Cottage, Mill Lane	Conversion of existing garage to annexe.	12/070c	No Objection	Permission Granted 18/05/2012
02/05/12	B/12/00517/FUL	Land North of Sprotts Hall, Holt Road	Erection of agricultural building.	12/099a	Objected	REFUSED 30/05/2012

12/120 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 did not have any objection to BDO LLP being appointed External Auditors of PCC for the next 5 years.
- c. The councillors resolved to sell the strimmer to Ben Patrick for £50. With no bids forthcoming for the 2 other items of maintenance equipment it was agreed that the current arrangement with D Coulson whereby in exchange for him using the hedge trimmer he will clear any fallen trees on footpaths at no cost to PPC should continue. The wheeled strimmer is still open to offers.

12/121 Highways and Footpaths

The councillors agreed that a revised plan for the footpath maintenance programme will need to be considered at the July meeting. The Clerk was asked to contact the Police to see what plans they had to enforce the speed limit on the A1071 between Bower House Tye and the junction at Stackwood Road.

- a. The councillors resolved that PPC should register to use Parish Online in order to produce footpath maps for the residents and visitors at a total cost of £50. **LGA 1972 s 142**
- b. The councillors agreed that a meeting be held with representatives from Bower House Tye, PPC and SCC Highways in order to discuss the issues of traffic speed limits along the A1071.

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12/122 National Grid

Cllr Palmer gave an overview of National Grid's Connection Options Report for the Bramford to Twinstead power line. Whilst on the whole the proposed plan to underground certain sections of the line in Polstead will benefit the area, there are issues with the sealing end compound to the west of Heath Road at the start of the proposed underground section. The councillors were in favour of this compound being located further to the east in a section of Layham quarry, which may increase the length of the underground section but will have the benefit of an existing road access from the A1071. The councillors to review the draft response to NG and send any comments to Cllr Palmer and the Clerk by Monday 25th June following which PPC's response will be submitted.

12/123 Queen's Diamond Jubilee celebrations

The councillors reviewed the costs and income to date for the QDJ events and were happy that these were in line with the original budget set for the event.

12/124 Tree Planting

Following a suggestion from Joan Coulson the councillors resolved to purchase an Acer Hyrcanum as a memorial to Nick Brandt. The councillors reconfirmed that an oak, to mark the QDJ, and the Acer will be planted in the playing field at a ceremony on the 20th October 2012. Cllr MacWillson to prepare plans and costs for the July meeting and Cllr Patrick will draft wording for Nick's plaque.

12/125 Oil Buying Scheme

After reviewing the options available for purchasing heating oil, the councillors resolved that PPC informs Polstead residents of the Suffolk ACRE Oil Buying Scheme. Should sufficient members of the scheme come forward from Polstead, then PPC will facilitate finding the required co-ordinators from the village. Clerk to prepare information sheet for circulation to the village.

12/126 Village of the Year

The councillors were extremely grateful to Mary Dodwell for acting as guide to the Village of the Year judges when they visited Polstead on the 8th June. They also appreciated to time that the village representatives were able to spare the judges when they met in the afternoon. PPC expect to hear the outcome of the Babergh area judging by the end of June.

12/127 Future Agenda Items

- Code of Conduct
- Footpath maintenance programme
- Affordable Housing
- Councillor training.

12/128 Next meeting

The next scheduled PPC meeting will be held in Polstead Village Hall on Thursday 19th July 2012 starting at 7.30pm.

The meeting closed at 10.02pm.

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

David Yorke-Edwards(Suffolk County Councillor) updated councillors on SCC's scheme to help young people with travel costs; residential home care; textile recycling. Sue Wigglesworth (Babergh District Councillor) updated councillors on the integration progress; consultations on Planning re-structuring and Core Strategy.

PCSO Creasey reported that three crimes had been reported in the parish since the 17th May 2012. There had been one report of theft from a garden in Heath Road and 2 thefts from a building site in Martens Lane.

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Appendix D RFO Report

Receipts & Payments

Bank

Date	Details	Ref	Power	Receipts	Payments
17/05/12	Polstead PCC - Clock maintenance	604	Parish Councils Act 1957 s 2	0.00	0.00
21/05/12	DF Crimmin - Petty Cash	605		0.00	250.00
21/05/12	Suffolk Marquees - Balance for Marquee	606	LGA 1972 s 145	0.00	436.00
29/05/12	J Baxter - Petty Cash	607		0.00	700.00
18/06/12	Petty Cash to Community A/C			827.65	0.00
18/06/12	Donation to QDJ			200.00	0.00
21/06/12	J Baxter - QDJ Expenses	608	LGA 1972 s 145	0.00	567.26
21/06/12	D Pym - QDJ Expenses	609	LGA 1972 s 145	0.00	183.60
21/06/12	Park Circus - QDJ Film Show	610	LGA 1972 s 145	0.00	120.00
21/06/12	Insignia - QDJ mugs	611	LGA 1972 s 145	0.00	256.97
21/06/12	Karzees - QDJ toilets	612	LGA 1972 s 145	0.00	180.00
21/06/12	B Patrick - Footpath Maintenance	613	Highways Act 1980 ss 43, 50	0.00	112.50
21/06/12	DF Crimmin - Salary Apr to June	614	LGA 1972 s 112	0.00	775.44
21/06/12	DF Crimmin - WFHA Apr to June	614	LGA 1972 s 112	0.00	39.00
21/06/12	HMRC - Clerk Tax	615	LGA 1972 s 112	0.00	193.80

Petty Cash

21/05/12	Cash from Community A/C			250.00	0.00
29/05/12	Cash from Community A/C			700.00	0.00
03/06/12	Beany - QDJ Entertainer		LGA 1972 s 145	0.00	250.00
03/06/12	J Shenton - QDJ Hog roast		LGA 1972 s 145	0.00	700.00
05/06/12	Cash from J Baxter re QDJ			827.65	0.00
18/06/12	Cash to Community A/C			0.00	827.65

End of Appendices