

## Hartest Parish Council

Minutes of the meeting held in Hartest School on Monday 20 September 2004 at 7.00pm

Present: Cllrs James Long (Chairman), Mary Gough (Vice Chairman)  
Saxon Gotts, Robin Oaten, Jo Pask (late arrival), John Schofield.

Apologies for absence: none

Attending: Mr David Morbey (Clerk to the Council), Mr Richard Kemp – County Councillor  
3 members of the public

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**04/49 Declarations of interest** - none

### **04/50 Minutes of the meeting held on 10 August 2004**

The minutes were confirmed and signed as a correct record. proposed: Cllr Schofield, seconded: Cllr Gough  
**Carried**

### **04/51 Matters arising from the minutes of the meetings held on 19 July and 10 August 2004** none

Meeting suspended for public forum. There were 2 speakers.

Cllr Pask arrived

### **04/52 Police report – PC Brendan McKenna/PC Ben Mullet**

not present - no report

### **04/53 County Councillor's report - Richard Kemp**

SCC is to establish Suffolk Information Link for young people, families and children with a launch on 24 September.  
SCC is to have a money matters road-show to find out how people view taxes.

Richard Kemp was concerned that the SCC paper "About Suffolk" which cost 7p per head to produce was becoming a political "pro-council" publication rather than a good information point for residents.

### **04/54 District Councillor's report - James Long**

Car parking charges are being reviewed once again by Babergh.

The twin-bin scheme is now almost universal within Babergh and recycling rates have increased.

### **04/55 Planning**

**a.** B/03/00530/FUL/GD Former Banham's Coaches site – The Clerk reported that responses on the application had been circulated and said that a hearing would take place in 2005. Babergh had vigorously opposed the proposal, but no reply had yet been received from the Chief Executive to our letter.

### **b. Babergh decisions**

B/04/1217 Peartree Farm, B/04/1090 Mill Farm, B/04/1280 Potash Cottage, B/04/1417 Ty Pegs, **All approved**

### **c. to consider procedure to be adopted for tree applications**

The chairman suggested that rather than have full council meetings to discuss tree applications, Council should rely upon the opinion of the Tree Warden and that each application should also be vetted by the Chairman who could, if he felt necessary, call a full Council meeting to discuss a particular application if it was likely to be controversial or if the Tree warden had strong objections. It was decided to defer the decision to the next meeting.

### **Action Councillors**

### **d. to consider planning applications received:**

B/04/1550/TCA/DC 1 The Row, IP29 4DL Felling of 3 No. Leylandi trees. **No objection**

B/04/1559/LBC/MC Tandem House, Hartest Hill, IP29 4ET, Application for listed building consent – Removal of external render to expose timber frame. **No objection**

B/04/1633 9 Green View, IP294DR Felling of 1 No. Yew tree: 30% crown reduction of 1 No. Ash tree and reduction of height of 1 No. Hawthorn tree. **No objection**

B/04/1592 Land opposite Pilgrims Lane, IP294ED Pollarding by 3m of 1 No. Willow tree. **No objection**

B/04/1591 The Hatch, Pilgrims Lane, IP294ED Reduction of 1 No. Ash Tree: crown lift to 4m of 1 No. Horse Chestnut tree: reduction by 50% of 1 No. Oak tree: removal of 1 No. limb of Oak tree. – Concern was expressed over the reduction of 50% to the oak tree. The Tree warden will be asked for his opinion on this will form the basis of our response.

Proposed Cllr Pask seconded Cllr Oaten **Approved**

#### **04/56 Environment**

**a. bus shelter** There was discussion about the need for and the siting of a bus shelter. There was a need for a review by the Police, Highways and the bus companies to see if a safe and suitable site could be found, but first Councillors would consider if a shelter was needed and if so suggest some sites. **Action Clerk, Councillors**

**b. highway repairs** A manhole cover at Cross Green was still lifting in heavy rain and should be dealt with. The Street was under review by SCC Highways and SCC had also been requested to remove the tarmac which had been applied on The Green. **Action Clerk**

**c. hedges, verges and footpaths** SCC had, through the footpath section, arranged for Rogers Track to be cleared this year and it had been noted that this would now be done annually.

**d. neighbourhood watch** The Clerk reported that David Warburton had volunteered to become the Hartest NW Co-ordinator. Mr Warburton had received an information pack from Suffolk Police although he had not yet been able to contact either of our community police officers. Council asked The Clerk to write to Mr Warburton to warmly thank him for taking on the role of co-ordinator and to invite him to future meetings. It was agreed that Cllr Schofield would work with Mr Warburton in setting up the scheme.

#### **04/57 Green, Cemetery and Churchyard**

**a. green enhancement** The Clerk reported that Anita Seymour had said that no plans had yet been drawn up by Babergh DC due to lack of funds. She had said that Lottery funds might be available. Cllr Pask agreed to check this out. Cllr Oaten said that there was concern in the village about enhancement of The Green and it was **agreed** that the term "Green Enhancement" did not properly reflect works under consideration for The Green and that a better title would be "Green Conservation".

**b. village sign refurbishment** Cllr Pask reported on the repairs necessary. £300 for refurbishment excluding works which may be come evident once the sign is dismantled. Cllr Pask would do more research  
**Action Cllr Pask**

**c. repair/renewal of cemetery gate posts** No quotations had yet been received for replacing the posts in wood and information on metal finials had not been received. **Action Clerk**

**d. cemetery waste – composting** The Clerk reported that Mr Ralph Carpenter had said we should do our own composting rather than buy a brown bin from Babergh DC. The Clerk was asked to contact Mr Carpenter to see if he would make up a double compost bin at little or no cost.

**e. HPC notice board renewal and re-siting** The Clerk had asked SCC to allow their land at the corner of Somerton Road and the B1066 to be used as a site for the notice board. No reply had yet been received. Quotes for a new notice board had not yet been received. **Action Clerk**

**f. grass cutting contract for 2005** There was some discussion on how often The Green should be cut. It was noted that if the grass is to be removed, cuts have to be made more often. Cllr Pask said that if more cuts were required we should increase the precept to pay for them. A letter had been received from a resident requesting that a wild flower area be included on The Green. Discussion included the point that if wild flower areas were included it may make the grass cutting task more difficult and expensive. Cllr Schofield said that we should carry on as before, but that personally he would like The Green cut less often and would like to see a wild flower area. The Clerk was asked to contact David Gotts the grass cutter to try to ascertain how different cuts and wild flower areas would affect cost and to invite him to the next Council meeting to speak to Council about the matter. The Clerk said a decision for next season must be made at the next meeting. **Action Councillors, Clerk**

**g. dog fouling** The Clerk had received a letter from a resident complaining about dog mess on The Green and suggesting ways to improve matters including signing and a letter to residents. In discussion it was felt that this was not a serious problem and that for the time being no further action was necessary.

**h. tree stump removal** No information available to date. **Action Clerk**

#### **04/58 Parish Plan**

**a. Parish Council grant and finance arrangements** The Clerk said that he had met the Chairman and Treasurer of the Parish Plan Group (PPG) and had agreed procedures with them for the presentation of financial records by the group. The Countryside Agency (CA) had not accounted for all of the PPG's expenditure when making its award and this would mean that the group would need to fundraise to make up the difference. The CA had also expected

the Parish Council to contribute the original amount of £270 (5% of the original application) rather than 5% of the revised lower amount in the CA award. At the last meeting Council had approved a reduced contribution of 5% of the actual award, but at this meeting it was felt appropriate to increase this back to £270 as previously agreed. Proposed Cllr Schofield Seconded Cllr Gough **Approved** The Chairman read out the PPG report to Council. He said he had been approached by the PPG to put on a fund personal raising event, but had declined.

**b. progress report from HPC representatives** Cllr Pask reported that the questionnaire was progressing well.

#### **04/59 Correspondence**

SALC Courses for Councillors. Cllr Oaten said he would attend a 2 day course.

Babergh draft statement of licensing policy questionnaire. Suggestion that The Institute Committee should be informed. Cllr Pask said she had requested a copy for them.

Babergh meetings with Parish Councils 4 November. A Parish Council rep had been requested by BDC and agenda items requested. No volunteers, no agenda items.

SCC right of way questionnaire. Comments had been received from Councillors and the questionnaire would be submitted by The Clerk.

#### **04/60 Public consultation and information**

**a. Web site** The Clerk asked if there were any comments on the content and style of the parish Council web site. He asked if Councillors would like their photographs included. No comments and an agreement that photos should not be included.

**b. Youth representative for HPC** No response from the Youth Club leader. **Action Clerk**

**c. Contact magazine - advertisement and HPC notes** Council was asked to approve a revised HPC advert for Contact magazine which included Councillors names and telephone numbers. Proposed Cllr Schofield Seconded Cllr Pask **Approved** The Clerk asked Council if it wished to have sight of the HPC Contact Notes each time before publication. It was agreed that Cllr Pask would approve them before publication.

#### **04/61 Finance**

<b>a. balances (at 20 July)</b>	Current Account	£208.15
	Capital Reserve Account	£3710.28
	Halifax Guaranteed Reserve	£4064.53

<b>b. receipts since 19 July</b>	£97.16 Bank interest
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**c. insurance renewal and items to be covered** The Clerk listed the Council property presently covered by all risks insurance. Council discussed provision and decided with the exception of insuring the litter bins for a reduced amount of £500.00, all other property would not be insured. The insurance policy would be renewed on this basis at an annual premium of £194.67. Proposed Cllr Pask Seconded Cllr Gough **Approved**

**d. audit** The audit papers had been sent to Lubbock Fine

**e. SALC subscription** The requested subscription included £14.00 for individual copies of The Councillor for each Councillor. It was agreed that these were not necessary and that of the two "free" copies provided, one copy could be circulated to Councillors.

**f. Councillor's expenses** Council noted that Councillors could claim for expenses incurred while on HPC business outside the Parish boundary.

**g. Clerk's wages and expenses** – The Clerk informed Council that new pay and expenses rates had been introduced for Clerks. The new rate was 7.40 per hour. Council approved the new rate. Proposed Cllr Pask Seconded Cllr Oaten **Approved**

**h. payments to be approved** - as shown on the accompanying finance statement. With the exclusion of the SALC addition for copies of The Councillor, the list of payments was approved. Proposed Cllr Schofield Seconded Cllr Oaten **Approved**

#### **04/62 Matter for future consideration**

**a. Policy for donations to charities**

Meeting closed at 21.50

**Date of next meeting** Monday 22 November at 7.00pm in The Institute