

Hartest Parish Council

Minutes of the meeting held in The Institute on Monday 22 November 2004 at 7.00pm

Present: Cllrs James Long (Chairman),
Saxon Gotts, Rachel Irvine, Jo Pask, John Schofield.

Apologies for absence were received from Cllr Mary Gough (Vice Chairman) – business meeting, Cllr Robin Oaten.

Attending: Mr David Morbey (Clerk to the Council), Mr Richard Kemp – County Councillor, PC Den Mullet.

04/63 Declarations of interest - none

04/64 Minutes of the meeting held on 20 September 2004

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

Carried

04/65 Matters arising from the minutes of the meetings held on 19 July and 10 August 2004

none

No members of the public attended the meeting.

04/66 Police report

PC Ben Mullet sent apologies for MC McKenna who was unwell. There had been 2 crimes in this period – criminal damage at The Copse, The Row and illicit and malicious use of a telephone - compared with 4 last year. There had been a burglary in Glemsford in which a bag and keys were snatched from just inside a doorway which was opened after the thief knocked at the householder's door. The houses of the elderly were sometimes being observed and then marked for future burglaries and any suspicious activity should be reported at once. There was a SID speed deterrent device now available if required.

04/67 County Councillor's report – Cllr Richard Kemp

Cllr Kemp had put down a motion at SCC deploring the possible closure without consultation of Walnutree Hospital. The 50% price reduction transport scheme for young people is expected to start in January 2005 and may be extended to include reductions on cinema tickets. It seems likely that the council tax increase would be in the region of 4% next year.

04/68 District Councillor's report – Cllr James Long

Cllr Long has opposed the introduction of car parking charges, but it seems possible that the free 3hour limit in Sudbury may be reduced to 2hrs. A need for more long term parking had been identified. The matter will be discussed at full council in December.

04/69 Planning

a. Babergh decisions:

B/04/1129 Dowsetts, Melford Road IP294JN - granted

B/04/1130 Dowsetts, Melford Road IP294JN - granted

B/04/1591 The Hatch, Pilgrims Lane IP294ED – no tree preservation order required

B/04/1592 The Hatch, Pilgrims Lane IP294ED – no tree preservation order required

B/04/1690 Fosters Farm House, Shimpling Road, IP294ET – no tree preservation order required

B/04/1633 9 Green View, IP294DR – no tree preservation order required

b. to consider procedure to be adopted for tree work applications

There was discussion on how to deal with planning applications for tree work so as to minimise the need for extra meetings, but to safeguard the proper role of consultation and comment. It was agreed that when an application arrives, the Tree Warden will be advised and asked to submit an advisory report, the application will be advertised on the website and on the notice board, the Tree Warden's report will be circulated to Councillors in a priority box, a special planning meeting will be called if Councillors or members of the public request one, if necessary a time extension will be requested from Babergh DC, if no other comments are made the Tree Warden's report will form the basis of the Parish Council response. Proposed Cllr Pask, seconded Cllr Irvine. **approved**

c. to consider planning applications received:

B/04/1912 Farm building at Peartree Farm, Brockley Road, IP29, Change of use of farm building into pet food sales. Alterations to barn, including re-cladding of walls and roof. **No objections**

B/04/1813 Mill Hill Farm, Somerton Road, IP294NA, Listed building consent - Insertion of flue. **No objections**

B/04/1873 The Old rectory, The Green, IP294DH. Weight reduction of limbs by selective pruning of 1 No. Mulberry tree. **No objections**

B/04/1874 Churchgate, The Green, IP294DH, Felling of 1 No. Cypress tree. **No objections**

B/04/1909 The Warrens, Poorhouse Hill, IP29 4EB. Felling of 1 No. Poplar tree. **No objections**

B/04/1923 Cornerways, Hartest Hill, IP29 4ES. Felling of 1 No. Tulip Tree **No objections**

B/04/1690 Fosters Farm House, Shimpling Road, IP294ET. Felling of 1 No. Ash tree, 1 No. Silver Birch tree and 1 No. Lombardy Poplar tree. **No objections**

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 objections**
proposed Cllr Irvine, seconded Cllr Schofield **approved**

04/70 Environment

a. bus shelter Cllr Pask had spoken to Penny Easting at the school and she had indicated that a shelter could be recessed into the grass bank of the school although permission to use or extend the lay-by would be needed from SCC. Cllr Irvine pointed out that not all bus services went past the school and that more convenient sites should be considered. There was discussion on sites outside The Institute and on The Green. Cllrs should consider the position of a suitable site and report back. Bus companies and Police to be asked for opinions on safety of possible options so far. **Action Cllrs and Clerk**

b. highway repairs Cllr Pask reported on a problem which had arisen in Pilgrims Lane due to an overflowing pond. It was noted that it is the landowners responsibility to prevent such problems. Cllr Pask reported that Pilgrims Lane is due to be repaired and surface dressed and that in the meantime SCC will sweep the road to clear it of debris.

c. hedges, verges and footpaths

It was noted that Parsons Walk has become very sloping and the bridge needs wire mesh. SCC to be asked to investigate works required **Action Clerk**

The footpath from the Church to The Crown which crosses Parsons Walk has been padlocked. Clerk to investigate and check footpath map. **Action Clerk**

A 6ft fence has been erected alongside the footpath at the rear of The Copse on The Row. The Clerk was asked to check that the fence did not infringe the footpath or river access. SCC to be consulted. **Action Clerk**

d. neighbourhood watch David Warburton had requested modest funds to assist in producing leaflets and distributing them. It was agreed that £30.00 should be made available. proposed Cllr Irvine, seconded Cllr Schofield **Approved** **Action Clerk**

04/71 Green, Cemetery and Churchyard

a. green enhancement The Clerk reported that neither SCC nor Babergh DC had funds available at present. Cllr Pask said that HPC may be able to obtain a grant from a local heritage initiative working in conjunction with local authorities provided we are able to contribute local help. She will obtain an application form and circulate it to Councillors. Cllr Irvine said we must have a coherent plan before submitting any application and suggested contacting Anita Seymore. **Action Cllr Pask, Councillors, Clerk**

b. village sign refurbishment Cllr Pask said the necessary repairs would cost £197 not including delivery or collection plus £20/hr for any additional work necessary. It was estimated that approximately £150 would be required for additional work and repainting. It was agreed to go ahead with this work using the locality budget. Proposed Cllr Irvine, seconded Cllr Gotts **Approved** **Action Cllr Pask**

c. repair/renewal of cemetery gate posts The Clerk had obtained estimates from various sources and a best quote from Mark Dudley Fencing for new 9ft 9x9 inch top feathered wooden posts at £105 each plus £360 for removal of old posts and fitting gates on new ones or a slightly reduced figure of about £260 if the posts are moved slightly from their old positions. Councillors agreed to once again look at the gates and posts and also to give thought to replacing the lower gates and/or posts and to report back for a decision at the next meeting. **Action Councillors**

d. cemetery waste and composting no further action

e. HPC notice board renewal and re-siting As the cost of new notice boards was high, it was agreed to refurbish the present notice board. It was suggested that volunteers might be found to do the work or that Mark

Dudley be asked to give an estimate for the work and for re-siting. **Action Clerk** Permission has been obtained from SCC to site the notice board on the SW corner of the B1066/Somerton Road junction, but it was also suggested that a more suitable site might be next to the newly cleared footpath behind the village sign. Councillors to consider siting. **Action Councillors**

f. grass cutting contract for 2005 Cllr Gotts declared an interest and took no part in discussions. Council expressed thanks to David Gotts for his excellent work this year and agreed to ask him to take on the grass cutting again in 2005. There was discussion about how grass cutting could be monitored and it was agreed that Mr Gotts should be given discretion when to make the cuts but that he should be asked to cut The Green slightly less short than in previous years unless this would make grass collection difficult. Proposed Cllr Schofield, seconded Cllr Irvine **Approved Action Clerk**

g. tree stump removal The Clerk had obtained quotes from Broadoak at £140 for 2 stumps plus £40.00 for the third if it can be located, and from Dick Marjoram from Mildenhall at £100.00. It was decided that Dick Marjoram would be asked to do the work. proposed Cllr Schofield, seconded Cllr Pask **Approved Action Clerk**

h. BT works on The Green The Clerk had been alerted by Mike Feather the Tree Warden to BT digging a cabling trench across The Green. It was thought that damage may have been done to tree roots. The Clerk had contacted BT and the contract companies who should not have started any works without permission. A letter had been sent to BT asking why works had been carried out without permission and to establish the possibility of tree damage and to request that reinstatement of The Green should be expedited and completed in a satisfactory manner. BT had informed The Clerk that they had thought the land belonged to SCC and that it had not been flagged as a conservation area on maps. They agreed that as the land was owned by HPC that they should have obtained permission before work commenced and they also agreed to reinstate The Green to our satisfaction. **Action Clerk**

04/72 Parish Plan

a. progress report from HPC representatives It was reported that the questionnaire would be ready for distribution shortly after Christmas and that the final deadline was known and would be kept to.

04/73 Correspondence

Nominations for community achievement awards. Cllr Irvine suggested Caroline Stokes from Pre School and said she would get a nomination form. **Action Cllr Irvine**

Cllr Schofield had a letter about tree week and there was discussion on how this might be given attention including the possible provision of a line of lime trees on Somerton Road. **Action Councillors**

The Chairman had received a letter from Jonathan Clarke who is making a headstone for erection in the cemetery. The design is to be circulated to Councillors and a decision on approval made at the next Council Meeting. **Action Chairman and Councillors**

The Chairman had received a letter from David Burr Estate Agents advertising a possible commercial use property and asking if any community projects would be interested. It was agreed that the Clerk would respond thanking Mr Burr for the information. **Action Clerk**

Cllr Schofield circulated a letter to Councillors on Council process emphasising his view that Council should take a more pro-active approach to business. There was agreement that the letter raised useful and interesting points for consideration. Cllr Irvine suggested that working groups might be formed to help speed up business. **Action Councillors**

04/74 Public consultation and information

a. Youth representative for HPC The Youth Club had not responded to requests to nominate a youth representative to attend Council meetings. It was decided to take no further action for the time being.

04/75 Finance

a. balances at 22 November	Current Account	£335.10
	Capital Reserve Account	£5210.28
	Halifax Guaranteed Reserve	£4064.53

b. receipts since 19 September £2500.00 precept

c. audit Accounts have been approved by Lubbock Fine who charged an additional sum for further information required - a very short telephone call to the Clerk. It was agreed that this additional sum would be reluctantly paid.

d, precept estimate 2005/2006 for Babergh DC The Clerk had prepared an estimate for Council's consideration giving a precept requirement of £9185. Council made amendments to the estimate reducing budget items as follows: Training £200.00 to £100.00, Donations £550.00 to £50.00, Election expenses £1200.00 to £200.00, Green conservation project £1500.00 to £1000.00, Contingency reserve £1000.00 to £915.00. With these amendments the budget would require a precept of £7000. **Action Clerk** The final budget would be decided at the next meeting. **Action Councillors and Clerk**

e. payments to be approved The list of payments to be approved as shown on the attached Cash Flow at 22 November was **Approved** proposed Cllr Irvine, seconded Cllr Schofield.

04/76 Matter for future consideration

none noted

Date of next meeting

Monday 17 January 2005 at 7.00pm in The Institute