

## Hartest Parish Council

Minutes of the meeting held in The Institute on Monday 19 September 2005 at 7.00pm

Present: Cllrs James Long (Chairman), Mary Gough (Vice-Chairman), Rachel Irvine, David Loxton, Robin Oaten, Jo Pask, John Schofield.

Apologies for absence: none,

Attending: Mr David Morbey (Clerk to the Council), County Cllr. Richard Kemp, PC Sally Smith, 3 members of the public.

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**05/84 Declarations of interest** none

### **05/85 Minutes of the meeting held on 18 July 2005**

The Chairman thanked Cllr Gough for chairing the meeting. Cllr Schofield said he had not seen a copy. After he had read them, the minutes were confirmed and signed as a correct record.

proposed: Cllr Irvine, seconded: Cllr Gough **Approved**

### **05/86 Matters arising from the minutes of the meetings held on 18 July 2005**

05/76c Householder has been asked to trim hedge overhanging the The Row highway. Householder on The Green has been asked to trim hedge overhanging the footpath.

05/76e Permissions and signing rules for The Green have been advertised as requested.

05/76h New Charges and regulations for The Cemetery have been advertised as requested.

05/58 Web site hosting has been renewed with Virtual Names.

05/59 Data protection registration has been submitted

05/76e The Chairman brought to the attention of the meeting a copy of the old Green regulations. Cllr Irvine suggested we check on the maximum authorised size for signs without planning permission. **Action Clerk**

**05/87 Public Forum** 2 members of the public spoke in support of planning application B/05/1372

**05/88 Police report** PC Sally Smith apologised for not being able to attend the fete. There had been 1 crime since June – a burglary but there was no clue as to how the intruder gained access. This follows the recent pattern at Lawshall and householders were urged to lock all doors and windows. Cllr Pask said that Neighbourhood Watch had not been alerted. PC Smith said CID had been notified of the omission. It was noted that hand held speed cameras had been issue to Community Police Officers who would be targeting 30mph zones. Suggestions for camera sites would be welcomed. **Action Councillors**

**05/89 County Councillor's report** C.Cllr Kemp reported a new "fund and deliver" team at SCC to advise on funding advice amongst other things. The grant settlement from Government for rural areas is anticipated to be very low, necessitating a need for SCC to find savings in costs. Locality budgets have been reduced by 25% this year, although the request made by HPC has been approved. There is a shortage of School Governors – volunteers required.

**05/90 District Councillor's report** D Cllr Long said that the pool at Hadleigh needed replacement but the high cost could be £6.00 per head across Babergh, so the scheme has not obtained approval. The possible closure of Walnut Tree Hospital is to be investigated by BDC. Stansted airport expansion could affect us in the future, and although British Airports Authority (BAA) has not scheduled a meeting in the district this is being requested by BDC. BDC is preparing the budget for next year.

### **05/91 Planning**

#### **a. Babergh decisions:**

B/05/1074 Pet Food Sales Building, Pear Tree Farm, Brockley Road, IP29 Variation of conditions 03 and 05 attached to Planning Permission B/04/1912. **Refused** Cllr Irvine was very surprised at the decision particularly with the poor reasons given for refusal. It was agreed that Cllrs Irvine and Loxton would draft a response to BDC.

#### **Action Cllrs Irvine, Loxton and The Clerk**

B/05/837 Former Banham Coaches site, The Row, IP29 Erection of 4 no. dwellings (existing buildings to be demolished). **Application withdrawn**

B/03/503 Former Banham Coaches site, The Row, IP29 Erection of 6 no. dwellings (existing buildings to be demolished). **Appeal by applicant dismissed**

B/05/303 Gifford's Meadow, Shimpling Road, Stanstead, IP29 4EY Outline - Erection of building for use as winery. **Granted subject to conditions and no new issues being raised by outstanding consultees.**

B/04/2158 Valance Farm, Pilgrims Lane, IP29 4ED. Application for Certificate of Lawfulness for an Existing Use - Use of agricultural workers dwelling as domestic dwelling (breach of Condition 05 attached to P.P.B/373/88). **Certificate of Lawful use Issued.**

B/05/1017 Laurel House, Melford Road, IP29 4JN Erection of double garage (amended scheme to that approved under Planning Permission B/04/310). Granted

**b. to consider planning applications:**

B/05/1293 Oakhill House, Somerton Road, IP294NA Erection of single-storey extension (Existing extension to be demolished). No objections.

B/05/1372 Barns at Townsend farm, Melford Road, IP294JN Conversion of agricultural buildings to 2 (No.) dwellings. Objections: Unsuitability of present buildings for conversion. Proximity to the road. Suburbanisation of an unspoiled area. Poor and unsafe access onto the B1066. Buildings previously used for industrial not agricultural purposes. Drawings lacking in detail. Barn Owl and bats roosting.

B/05/1383 3 Brockley Road, IP294EG Erection of a side conservatory. No objections.

B/05/1431 Mile End Farm Barn, Somerton Road IP294NA Conversion of farm buildings into residential dwelling. Application supported for the following reasons: Previous identical application already approved. A good example of how redundant farm buildings can be turned into excellent residential accommodation. Project already half completed to an excellent standard. Unthinkable that it could be left half completed. Enhancement of the environment. Concern over cost and distress to applicants caused through requirement to resubmit the application for planning permission.

**c. to consider any other applications received:**

Tree Applications reviewed by HPC Tree Officer:

B/05/1547 Northend Cottage, Brockley Road, IP294EQ Felling of 8 No. Hawthorn Trees. Objections by Tree Officer

B/05/1552 Erica Cottage, The Green IP294DH Removal of 3 No. Pine trees No objection from Tree Officer

Decisions proposed for acceptance by Cllr Schofield, Seconded Cllr Loxton Approved Action Clerk

**05/92 Working Groups** – consider action required. Cllr Loxton said that the volume of business could be made more manageable by the adoption of small groups to research specific items for report back to Council. This was agreed and Working Groups would be set up as required.

Proposed Cllr Pask, Seconded Cllr Loxton Carried

**05/93 Housing needs survey** – report on progress. Ian Tippett had been contacted, who suggested Louise Wilby from Suffolk Acre to move matters forward. She has been contacted and suggests attending a meeting to discuss options for producing a detailed survey for the parish. It was agreed to leave this item until after publication of the Parish Plan.

**05/94 Emergency Planning** – consider action required and possible appointment of Emergency Officer(s). It was agreed that Cllr Irvine would research and report back to the next meeting. Action Cllr Irvine

**05/95 Environment**

**a.** highway repairs report by The Clerk

Chadacre Road has been repaired including filling and levelling the SCC part of the entrance to the footpath and driveway to Mr Herring's house.

The Street has yet to have any work completed. This is due to lack of information about future works. Options are to fill potholes now and possibly surface dress in the spring with either standard or conservation chippings, or because of the poor state of the road and the amount of work required to fill potholes, to re-tarmac the road completely in the short term. SCC are however, reluctant to do major costly work if a revised scheme for The Street is likely to be brought forward next year. It was agreed that as there are no plans to develop The Street so SCC to be requested to do this work and for the surface to be finished with conservation grade chippings. Action Clerk

Blind Lane flooding will be dealt with this autumn if SCC can find funds to do the work. The question about SCC adopting Blind Lane would have to be requested from SCC although it is doubtful if this would be accepted due to funding and future cost implications. The Chairman would survey residents for their views. Action Cllr Long

The Green View leakage of water was from a spring and the necessary work had been requested from SCC who had asked Anglian Water to make the repairs.

**b.** Parsons Walk - consider to change from RUPP to footpath. Cllr Irvine said that this was an ancient entrance to the village and should remain as a RUPP. Other Councillors preferred the change to a footpath, but after discussion it was agreed that no change would be requested.

**c.** The Row - proposed changes to ramp and steps. Plans had been received from SCC. The Clerk has also asked SCC highways safety department to visit The Row with a view to the possibility of making a safe footway between the steps and Blind Lane, so that any scheme for a ramp can be co-ordinated with other safety measures. A site meeting would be requested by The Clerk. Action Clerk

**d.** Locked gate between the Church and Parsons Walk. The Clerk has received an information pack from SCC. If the footpath is to be established, the long standing use of the path has to be established by written submission and

if sufficient evidence is obtained a local public enquiry would be held. Cllr Schofield had had an acrimonious exchange with the householder on the issue. It was decided to set up a Working Group (WG) of Cllrs Schofield and Pask to consider the issue and report back. **Action Cllrs Pask and Schofield**

e. neighbourhood watch. David Warburton has been asked to provide information about best placing of the Neighbourhood watch village signs.

f. notifications of any new environment problems:

It was noted that Rougham Airfield continually advertised with posters attached to poles and trees. NFA at this stage.

#### **05/96 The Green, Cemetery and Churchyard**

a. The Green conservation. Anita Seymour from SCC has agreed to meet with HPC to discuss next steps. A date has to be arranged. It was decided to set up a WG of Cllrs Oaten, Schofield and Pask. **Action Cllrs Pask, Oaten and Schofield**

b. BT works re-instatement of damaged areas. A meeting had taken place between the BT contractors, The Clerk and 2 Councillors. The contractor agreed to remove dead grass turf and to repair and re-seed the affected areas in September/October. **Action Clerk**

c. A quote for minor tree work around notice board has been received from Mr Chris King of approximately £30.00. However, SCC has now agreed to do this work, together with trimming the hedge between The School and Somerton Road. It was agreed that The Clerk would thank Chris King for quoting. **Action Clerk**

d. cemetery gate posts. Mark Dudley has been asked to replace the gate posts, keeping the old posts for later use, and to re-hang the gates. He will liaise with Cllr Loxton about rebating the new posts. The Clerk has written to C-Cllr Kemp to request funding from his Locality Budget, which has been approved. **Action Cllr Loxton and Clerk**

e. cemetery management plan. Chris King has been asked to work for 2 days on this project.

f. review of headstone stability. Due to Cllr Loxton's accident the experiment to lay flat an unsafe headstone has not been done.

g. new entrance to cemetery. It was decided to defer consideration of this item until next year.

#### **05/97 Parish Plan**

a. report from HPC representatives. The Clerk read a report received from Mr Douglas Chivers.

b. The meeting proposed for Monday 26 September was considered. The Chairman said that without a draft of the Parish Plan (PP) it would be impossible for Council to make a considered response and so the Council meeting scheduled for 26 September had been cancelled. Cllr Loxton said there had been a misunderstanding about the request for the meeting from the PP Group which had been for informal input to the PP Group. The Chairman reminded Council that a full Council meeting could not be held informally, but had to be open to the public. Full Council was the only way that the view of HPC could be given. Councillors were free to exchange information with the PP Group at an informal meeting, but any comments made would not reflect the view of HPC.

**05/98 Freedom of Information Act** The model code submitted to the Information Commissioner has been accepted.

#### **05/99 Correspondence requiring comment or action (already circulated to Councillors)**

a. Sustainable Communities Bill – request for support for Early Day Motion. It was agreed that this motion be supported. Proposed Cllr Loxton, Seconded Cllr Oaten **Carried Action Clerk**

b. Suffolk Primary Health Care Trust – Questionnaire. The Chairman to copy and circulate to Cllrs for feedback to Cllr Loxton **Action All**

c. Stansted Airport expansion – consultation response requested. This information to be circulated for comment. **Action All**

d. Others:

Local Democracy Week. It was decided to take no action

Donation request West Suffolk Mind. Not supported

SALC training courses. No takers at present.

Community Achievement Awards – nominations request by 30 November. It was proposed that Carolyn Stokes might be nominated for this award. There was a question of whether someone from outside the Parish could be nominated by us and The Chairman agreed to contact Richard Weller-Poley to suggest that Boxted Parish could nominate her instead. **Action Chairman and Clerk**

Community Trustees for Leisure Trust – nominations. none

#### **05/100 Urgent correspondence items received since date of Agenda or not yet circulated**

BDC Annual Meeting with Parish Councils 4 November 2005 – Cllrs Gough and Oaten to attend.

Security Cameras at the School. The Chairman had received a letter indicating that the School Governors were trying to get funds for security cameras. It was suggested the Church may be able to offer funds.

## **05/101 Finance**

**a.** Bank accounts. The Nat West Capital Reserve Account (discontinued with reduced interest rates) has been transferred to a Nat West Reserve Account which will attract normal interest rates.

The Halifax Guaranteed Reserve account has been reinvested in the same account for a further 6 months.

**b.** balances after payments for approval and transfer of £1000 from Nat West Reserve to Nat West Current

Nat West Current: £ 244.03

Nat West Reserve: £4014.54

Halifax Guaranteed Reserve: £4257.54

**c.** receipts

H M Customs & Excise VAT refund £197.21

Nat West Capital Reserve interest on transfer to Reserve Account £7.79

Halifax Guaranteed Reserve Interest (reinvested) £96.97

Cemetery fees headstone request £25.00

**d.** review of HPC inventory. This has still to be completed.

**e.** audit. Results of the audit are awaiting Lubbock Fine

**f.** An insurance renewal invitation has been received from Suffolk Acre. For same cover as last year, sum required £195.25, a rise of just 58 pence.

Acceptance Proposed: Cllr Irvine, Seconded Cllr Oaten **Approved** **Action Clerk**

**g.** Clerks wages – consider increase to £7.62 per hour. It was agreed that the Clerk's wages should be increased in line with the recommendation from SALC and should be backdated to the appropriate date.

Proposed Cllr Pask, Seconded Cllr Oaten **Approved** **Action Clerk**

**h.** payments to be approved as shown on attached Cash Flow:

D Morbey Clerk wages and expenses £282.10

D Morbey Web site renewal by Credit card to Virtual names £23.50

D Gotts Grass cutting £413.00

The Institute Hall hire £38.50

The Institute Parish Plan Group Hall hire £119.00

The Information Commissioner Data Protection annual fee £35.00

Suffolk Acre Insurance renewal £195.25

Proposed: Cllr Irvine, Seconded Cllr Pask **Approved** **Action Clerk**

## **05/102 Matters for future consideration**

2006/2007 Precept

Working Groups

30mph sign placement

**05/103 Date of next meeting** – Monday 21 November 2005 at 7.00pm in The Institute

The meeting closed at 10:15pm.