

Hartest Parish Council

Minutes of the meeting held in The Institute on Monday 22 May 2006 after the Annual Parish Meeting
Present: Cllrs James Long (Chairman), Rachel Irvine, Robin Oaten, Jo Pask, John Schofield, Mary Gough, David Loxton

Apologies for absence: County Councillor Richard Kemp

Attending: Mr David Morbey (Clerk to the Council), 3 members of the public

06/50 Election of Chairman

Cllr Pask suggested that the new Chairman should be someone who had held the position before in order to aid the new Clerk.

Nominations: Cllr James Long, proposed: Cllr Oaten, seconded Cllr Gough. **Carried**

Cllr Long signed a declaration of acceptance of office.

06/51 Election of Vice Chairman

Nominations: Cllr Gough, proposed: Cllr Pask, seconded Cllr Irvine. **Carried**

06/52 Declarations of interest none

06/53 Minutes of the meeting held on 10 May 2006 were confirmed and signed as a correct record.
proposed: Cllr Irvine, Seconded: Cllr Gough **Approved**

06/54 Matters arising from the minutes of the meetings held on 20 March and 10 May 2006

06/35d Cllr Pask expressed disappointment that Council could not take this matter forward.

06/55 Public forum - to hear any member of the public who wishes to speak to The Council

One person spoke about a letter sent to HPC regarding a planning application.

06/56 Police report – PC Sally Smith/PC Den Mullet – report given at Annual Parish Meeting

06/57 County Councillor's report – report given at Annual Parish Meeting

Cllr Loxton expressed concern over the proposed local government re-organisation. Cllr Irvine said that it seemed likely that we would lose the historical name Babergh one of the "Old Hundreds" names. It was agreed that information was needed and Cllr Kemp will be asked asap for any information he has on progress, and that Peter Jones from Babergh DC (BDC) who is on the regional assembly be asked to give information.

06/58 District Councillor's report - James Long - report given at Annual Parish Meeting

06/59 Finance

a. 2005/2006 Accounts report had been given at the Annual Parish Meeting. Cllr Loxton thought it was time to consider spending on some of the items carried over for specific projects rather than to keep carrying them forward. Approval of the Annual Accounts was Proposed by Cllr Scofield, Seconded by Cllr Irvine. **Approved**

b. audit – the timetable of action for the public declaration of the accounts was outlined by The Clerk **Action Clerk**

c. review of year end and current finance statements of balances, receipts was made.

Payments to be approved:

D Morbey Clerk wages and expenses £494.71

D Gotts Grasscutting £705.00

Boxted and Hartest Institute Hall hire 20/3/06 £28.00

Babergh DC Litter bin emptying Jan-Mar £8.55

SALC subscription £133.00

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

06/60 Parish Plan future

The Clerk had very recently received two documents from members of the Parish Plan Group about the way forward and fund raising action. Cllr Loxton said we should set a date for a public meeting. Cllr Pask said that at a recent PPlan Group meeting it had been proposed to circulate another questionnaire to get views from the village about which recommendations should be carried forward. There was a long discussion about the proper role of HPC in carrying the plan forward, the role and usefulness of a parish meeting, the financial considerations and the status of the Parish Plan Group now and if it had any role to play from now on. It was agreed that HPC did want to move forward on recommendations from the Parish Plan, that HPC should be the lead force in that process, that the Council should set up a working group to decide on priorities and that members of the PPlan Group could be co-opted onto it. The w/g would comprise Cllr Long, Irvine, Pask and Loxton. It was also agreed that a public

meeting would be useful and a provisional date of 11 September was suggested. **Action Clerk, Cllrs Long, Irvine, Pask and Loxton.**

It was agreed that the item correspondence would be taken at this point.

06/61 Correspondence received requiring comment or action

a. Letter from Cllr Schofield to HPC regarding the donation to the Parish Plan Group was read and considered. Cllr Schofield had objected to the donation made at a previous meeting. Cllr Irvine said that as the Parish Plan had been published and supported by HPC, we had a duty to ensure that any shortfall was made good. Cllr Schofield further raised the way donations in general were considered and budgeted for. There was some sympathy for his point raised and it was agreed that this was something that could usefully be explored for the future. **Action All**

b. Letter from Stella King requesting permission to have a stall on The Green on Saturday 8 July and to display notices on the small green under the village sign advertising both this event and another for a coffee morning to be held on Saturday 27 May. Both events in aid of the Senior Citizens Christmas meal.

A resolution that permission be granted was proposed by Cllr Oaten and Seconded by Cllr Gough **Carried**
Action Clerk

c. Letter from Gill Leeming requesting permission to hold the Annual Church Fete on The Green on August 28.

A resolution that permission be granted was proposed by Cllr Oaten and Seconded by Cllr Irvine **Carried**
Action Clerk

d. Letter from Eric Clouston advising that the headstone for Ranald Clouston was ready to be installed. The final headstone differs slightly from the original approved specification in both design and thickness of stone.

It was agreed that permission be granted to install the headstone. **Action Clerk**

e. Letter from Corney and Barrow wine merchants requesting display of advertising poster on the village noticeboard. The Chairman declared a prejudicial interest. It was agreed that this was inappropriate for HPC.

f. Local Council Review/Co-Operative bank Communications Awards 2006 – nominations request for a website, newsletter or annual report and NALC Council of the Year and Clerk of the Year. Closing date for applications 26 May 2006. no action.

g. Suffolk Acre Probert Community Initiative Awards 2006. Nominations requested for an individual or organisation that works tirelessly for the benefit of others. Nomination closing date 19 June. It was agreed that Carolyn Stokes be nominated. Proposed Cllr Irvine, seconded Cllr Oaten, **Carried** **Action Cllr Irvine**

h. SALC Spring Conference Friday 26 May 11.00am to 4.00pm New Green Centre, Thurston. No interest shown.

i. SALC Babergh Area Meeting 5 June 2006 7.30pm to 9.30pm Babergh DC Council Offices. No interest shown.

j. Citizens Advice service, request to display a poster. Agreed that this should be allowed for one month. **Action Clerk**

k. Letter from Mr David Burr regarding Springbank planning application read out.

l. Letter from Mr David Stewart regarding Springbank planning application read out.

There was a discussion about the evidence for a footpath running through Springbank. It was unclear why this footpath shown on the OS map held by the Council had not been included on the definitive map. The Clerk was asked to investigate. There was a discussion about the advertising of the building of a property on the Springbank site even though no information had been received from BDC on the outcome of the planning application. Cllr Loxton noted that he had attended the BDC site meeting and been disturbed that the Babergh case officer had not read the letters of objection before the site meeting and that this may have led to the footpath issue not being properly assessed at that meeting. It was agreed that this should be taken up with BDC. **Action Clerk**

06/62 Planning

a. Babergh DC decisions received

B/06/442 The Manse, The Green, IP294DH Erection of garden shed **granted**

B/06/522 New Bungalow, The Row, IP294DJ Erection of porch and cartlodge **granted**

B/06/362 Hartest Primary School, The Row, IP294DL Application under Regulation 3 of the Town and Country Planning General Regulations 1992 - Erection of pre-school building. **granted**, subject to restrictions on use, opening times and external lighting, the protection of trees on the site, provision of car parking spaces for Pre School staff, a travel plan, pedestrian access and a planting scheme.

b. to consider planning applications received: none

c. to consider any other planning applications received since the date of this notice none

06/63 Environment

a. highway repairs - The Clerk said The Street had been patched, but that SCC were unwilling to do a permanent repair until the scheme for The Green had been finalised.

- b. Parson's Walk improvements – A positive response had been received from Kevin Verlander at SCC and it was agreed to contact him again to see how best the scheme could be moved forward and to invite him to attend a site meeting to review the works required. **Action Clerk**
- c. The Row – pedestrian safety and accessibility and speed limits – letters had been received from SCC saying that no funds are available for any of these schemes and noting that speed limits were unlikely to be approved because no serious accidents had occurred in the village. Council was unhappy with this response and asked the working group to investigate the costs and possible fundraising, particularly for the provision of a ramp to augment or replace the steps in The Row. **Action w/g**
- d. neighbourhood watch - nothing to report
- e. the Suffolk Hedgerow survey - Erica Clarke had expressed interest in assisting the survey and Cllr Pask, together with Michael Feather would see how this could be organised. **Action Cllr Pask**
- f. street name signing – The Clerk had received information from BDC that they would pay for necessary signs in a standard form, but that Council would have to pay small amounts if non standard signs were erected. After discussion it was agreed that the only signs necessary were two – one at each end of The Row and that these signs should have hard wood posts. **Action Clerk**

06/64 The Green and Cemetery

- a. The Green conservation - Cllr Schofield had received a preliminary costing for the scheme from Anita Seymour of £8500-£9500, with a SCC grant of £3000 and BDC of £500+.
- b. review of cemetery spaces and action required, consider stopping reservation of plots - Cllr Irvine had produced a report which was circulated to Council. The number of cemetery spaces unreserved was now very limited and possible courses of action included re-opening the lower cemetery, acquisition of land - possibly a woodland site with amenity facilities. Health issues with drainage would need to be considered. **Action w/g**
It was decided that for the time being it would be prudent to suspend further cemetery plot reservations so that space was still available for new interments. The resolution: "That the right to reserve a plot in Hartest Cemetery be suspended until further notice" was proposed by Cllr Schofield and seconded by Cllr Irvine. **Approved**
- c. cemetery lower gates - no action
- d. headstone stability – no action

06/65 Emergency Planning – w/g report – It was agreed to defer discussion until the next meeting.

06/66 Matters for future consideration Cllr Loxton - reorganisation of local government.

06/67 Date of next meeting HPC Meeting Monday 17 July 2006 at 7.00pm in The Institute.

06/68 Resolution to be put to close the meeting to the public due to the confidential business of the appointment of Clerk.

Cllr Gough proposed the following motion:
"I propose that under the Public Bodies (admission to meetings) Act 1960 the public be excluded from this meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted". Seconded by Cllr Pask **Carried**

The meeting continued with the public excluded.

06/69 Appointment of Clerk (closed session)

Council considered an application for the position of Clerk to Hartest Parish Council which had been advertised on the web site and on the notice board with a closing date of today. The single applicant – Marie Huggett – had submitted an impressive c.v. and had met informally with The Clerk and The Chairman and had been introduced to other members of Council. Her references were awaited. After a question and answer session, Marie Huggett left the room. Council considered that she would make an excellent Clerk and it was agreed that subject to suitable references being received, she would be offered the position of Clerk to Hartest Parish Council as from 1 June 2006 on the same terms as those enjoyed by the present Clerk. Proposed Cllr Gough, seconded Cllr Oaten. **Approved Action Clerk** It was further agreed that she should attend a Clerk's training day at SALC as soon as possible and that the fee of £50 plus travel expenses should be made available from the training budget. Proposed Cllr Irvine, seconded Cllr Loxton **Approved**

The meeting closed at 10.05pm