

# Hartest Parish Council

---

## Minutes of the Annual Meeting of the Parish Council held at The Institute on Wednesday 11 May 2011 at 7pm.

Present: Cllrs Chris Browning (Chairman), David Burr and Jo Pask  
In Attendance: PCSO Vinter 3244, Mrs P M Lamb (Parish Clerk) and Members of the Public

### ACTION

- 11/017 Appointment of Chair and Vice Chair  
Cllr Browning opened the meeting and asked for nominations for these two posts.  
Chair: Cllr Pask nominated Cllr Browning, supported by Cllr Burr. Cllr Browning accepted the role.  
Vice Chair: Cllr Burr nominated Cllr Pask, supported by Cllr Browning. Cllr Pask accepted the role.
- All Councillors signed Declarations of Acceptance of Office, and Registers of Interest.
- 11/018 Apologies for absence: Cllrs David Turner, Co Cllr Richard Kemp and Dist Cllr James Long.
- 11/019 Approval of Minutes: The minutes of the 6 April 2011 were approved and signed.
- 11/020 Matters Arising: None
- 11/021 Declarations of interest: None
- 11/022 Public Forum: No matters broached.
- 11/023 Police report: PCSO Vinter 3244 presented the report for the period from 6 April 2011 to 10 May 2011, during which time 3 crimes had been recorded within the parish, compared to 1 for the same period last year:
- Burglary Other Buildings:
- A Chadacre estate property was broken into between 27/04/11 and 29/04/11 and £500 worth of goods stolen. SU/11/938
  - A Chadacre estate property was broken into on the night of 27/04/11 and £1000 of goods stolen leaving £500 worth of damage.
- Shimpling Road: Damage was caused to a garage at a property here during an attempted burglary. No publicity requested, therefore no further information available. SU/11/985
- 11/024 County Councillor's Report: No report provided due to elections.
- 11/025 District Councillor's Report: No report provided due to elections, but Dist Cllr Long wished to thank Members for their support over the previous year and looked forward to representing the village again.
- 11/026 Finance & Administration:
- (a) Payments: The following payment was approved.  
Boxted & Hartest Institute: Hall Hire – 2.2 and 2.3.11: £40.00
  - (b) Annual Accounts 2010/2011: These were approved and duly

signed. The completed Annual Return 2010/2011 was also approved and signed.

- (c) Website: Cllr Pask reported that the old website had been closed and that it is intended to go live with the new one on 1 June 2011.
- (d) Parish Council Election Results: Four Parish Councillors had been elected; the remaining three places are to be filled by co-option. In this connection, an article would be placed in 'Contact' and notices displayed on the PC Notice Board and in the Institute.
- (e) New Cheque Signatory: It was agreed that Cllr Browning would become a cheque signatory to the PC's account.

Planning:

11/027

- (a) Decisions received: None
- (b) Withdrawn applications: None
- (c) New applications:
  - B/11/00031/FUL: Neat House land east of Old Bakery, The Green COU of existing single storey agricultural building with single storey extensions to provide a B1 (workshop)/B8 (storage) and ancillary office (following demolition of existing additions) as revised by proposed plan and elevation and block plan showing area for B8 use received 30.3.11. As amended by revised application form, block plan and site section and Flood Risk Assessment received 11.4.11.
  - Having studied the documents provided, Members agreed that BDC should be advised that the Parish Council's previous objections still stand and, that, contrary to the statement that there had been no flooding in the area, the PC would advise that this had occurred in the lifetime of present Hartest residents.
- (d) Tree Preservation Order/Tree Conservation Area Applications: None
- (e) Planning Working Group: It was agreed to delete this item.
- (f) Other Planning Matters:
  - s106 Recreation Contributions: It was agreed that details of permitted applications in this regard would be provided to all Members. It was further agreed to defer this item to a later date and, in the meantime perhaps, canvas re potential uses.

Clerk

All/Clerk

11/028

Green, Cemetery and Churchyard

- (a) Undergrounding of Cables: An up to date plan of the proposed work had been received. It was agreed that a representative from Messrs UK Power Networks be invited to meet Members on the Green, in order to clarify these details.
- (b) War Memorial: Cllr Pask advised that the condition of the memorial really requires professional cleaning, and quotes are to be obtained in this regard.
- (c) Cemetery Works - Gates/Cemetery Notice etc: Thanks were extended to Mr Jeff Morgan for preparing the entrance to the new part of the cemetery. It was agreed that, once the fence is erected, the weeds will be treated, and it is planned to have a village 'plant in' in October. Quotes have been/are being received re replacement of the entrance gate posts.
- (d) Cemetery Headstones: It had been found necessary to lay flat three unstable cemetery headstones. Attempts will be made to ascertain contact details.
- (e) Rates: The District Valuer had advised that no alteration to the cemetery rating is currently required, but a plan has been provided on which the extension is to be marked. The number of plots remaining in the old part of the cemetery, and to be

Clerk

Clerk

DT

Clerk

- available in the new is to be advised in due course. Clerk
- (f) On behalf of the new PC, Members expressed gratitude for the gift of the new cemetery land for which villagers will be grateful for some years to come. A letter of thanks is to be sent to Mr & Mrs Aitken, and John Ince in this regard. Clerk
- 11/029 Highways and Footpaths
- (a) Traffic Management: Following SCC's advice that funding in this regard might only be available through the Quality of Life budget held by County Councillors, contact would be made with Cllr Kemp. Highways would be contacted again for advice as to possible locations for appropriate signage, permission required etc, etc. Clerk
- (b) Rights of Way Cutting Schedule: Cllr Pask reported that this schedule has omitted FP8, as previously (from middle of Smithbrook Lane to Somerton). It was also noted that there are two lots of sleepers, which have not been covered with netting. These matters, and advice re the number of cuts carried out, have been brought to SCC's attention.
- (c) Blind Lane: A letter re the condition of this Lane, received from Messrs Penman and McKenzie, was discussed. This Lane is believed to be classified as a byway. Previous correspondence with SCC re this matter is to be circulated, and their guidance sought. JP
- 11/030 Correspondence: See 11/029(c) above.
- 11/031 Matters of report: None
- 11/032 Matters for consideration at the next meeting: Grants. (For meeting in September: Community Shop)
- 11/033 Date of next meeting: Wednesday 1 June
- The meeting was declared closed at 2030 hours.