

Hartest Parish Council

Minutes of the Parish Council Meeting held in the Institute on Wednesday 1 July 2015 at 7pm.

Present: Cllrs Chris Browning (Chair), Neil Chappell, Jo Pask and Nick Price

In Attendance: Mr D Chivers, Vice Chair, Neighbourhood Plan Working Party, and Parish Clerk

ACTION

- 15/035 Apologies for absence: Co Cllr Kemp and Dist Cllr J Long
- 15/036 Approval of Minutes: The minutes of the meeting held on 3 June were approved and signed.
- 15/037 Matters Arising: None
- 15/038 Declarations of Interest: None
- 14/039 Public Forum: Mr D Chivers, Vice Chair of the Neighbourhood Plan Working Party, reported that the Group had agreed to approach the Parish Council for a modest grant towards essential costs. The NPWP had been awarded £8k from the neighbourhood locality, which will be spent on employing Mr Ian Poole (ex Senior Planning Officer of St Edmunds Borough Council). Other essential expenditure is the Housing Needs Survey for the village, at an estimated cost of £2.5k. Co Cllr Kemp has agreed to contribute £1k towards this. The balance remaining to find is, therefore, £1.5k. No funds are likely to be available from the Community Fund. Of the original £1k contributed last year by the PC, approx. £625 remains. In the light of that sum, and anticipated additional costs, it was considered that £1.5k would fill the financial shortfall. The PC agreed to "plug any gap up to £1.5k", though the NPWG should continue searching for funding sources.
- 15/040 Police Report: The Police report had been circulated (attached).
- 15/041 County Councillor's Report: No report available
- 15/042 District Councillor's Report: In Cllr Long's absence, no report was available.
- 15/043 Finance & Administration
Bank Balances as at 29.5.15 (as reported last month): Current: £1,584.44 Savings: £22,608.74
(a) Receipts: None
(b) Payments
The following invoices were approved for payment. Clerk
St Marys Church, Glemsford: ½ page recruitment advertisement in 'Contact': £14.00
St Marys Church, Glemsford: 12 issues advertisement in 'Contact': July 2015 - June 2016: £50.00
Boxted & Hartest Institute: Hall hire: 1.4, 29.4 and 13.5.15: £60.00
Mrs G Bell: Payment of £1k Locality Grant provided by Co Cllr Kemp re work to The Row steps.
UK Servers Ltd: Renewal of Hartest.com Basic Hosting: £24.00
BDC: Uncontested Election: 7 May 2015: £97.50
Clerk's Salary: April - June: £689.22
HMRC April - June: £161.00
(c) WI had requested permission to place a small permanent metal or

15/044	<p>wooden sign by their tree on the Green to mark their 100th Anniversary this year. Cllr Pask described the plaque and its proposed position. Members were happy to grant permission.</p>	Clerk
	<p><u>Planning</u></p> <p>(a) Decisions Received: None</p> <p>(b) Withdrawn Applications: None</p> <p>(c) New Planning Application: B/15/00554/FHA: 5 The Row: Erection of Garage: Owing to the short consultation period for this PA, all Members considered the application and agreed that the PC should support it. BDC was notified accordingly.</p> <p>(d) Tree Preservation Order/Tree Conservation Area applications: None</p> <p>(e) Appeals: None</p>	
	<p><u>Other Planning Matters</u></p> <p><u>Storage of Filing Cabinets:</u> Following Rev Prigg's comment re the planning records, it was agreed that a 4 drawer version would be preferable (and capable of holding all the PC's records). It was agreed to place a 1/6 page advertisement in 'Contact' (at a cost of £4.80) for a secondhand filing cabinet before considering purchase of a new one. (The current 3 drawer unit would be passed to the Parish Clerk for the PC's records.)</p>	Clerk
	<p><u>Neighbourhood Plan:</u> Cllr Price advised that the NPWG is currently gathering evidence. He is concerned about possible time slippage. Ian Poole has a base document to collate all the required evidence and establish any remaining gaps. The SWOT analysis requires further consultation with the community. Consideration is being given to a half day workshop when several options could be offered to the community. Funding for the first stage is due to be credited on 3 July. Local Housing Needs Survey: CAS survey is considered not fit for purpose, so a suitable alternative is being sought to use (hopefully in September), as it will take 6-10 months to complete. Cllr Price outlined the steps taken including speaking to University Campus Suffolk, BDC and Ian Poole in this regard. If Ian Poole were to be asked to do this, it would be in addition to the work for which he has already quoted.</p>	NP
	<p><u>Affordable Housing:</u> Cllr Price advised that he had consulted BDC re the possibility of passing across Hartest's BDC owned bungalows into a community fund. BDC advised that they would not be interested in this regard. It was thought that, in this connection, it may be possible to bring political pressure to bear.</p>	NP
15/045	<p><u>S106 Money:</u> Following the PC's letter to Mrs Mary Burr, as to how plans are progressing re the possible use of the land to the rear of the School and the possible application of s106 money, Mrs Burr advised that nothing had been done by SCC as at the end of June, but she is pressing them to get a response asap. Cllr Pask is working on the possibility of the reinstatement of a water pump on the Green and is to report back when further information is available. She advised that if it is not possible to use s106 money in this regard, offers of financial contribution had been received.</p>	
15/046	<p><u>Green, Cemetery and Churchyard</u></p> <p>(a) <u>Cemetery</u></p> <p><u>Headstones:</u> Cllrs Pask and Price are to meet to consider what may be done in order to stand upright those that had fallen over.</p> <p><u>Complaint:</u> A recent complaint had been received from Mrs Patmore re the untidiness of the Cemetery. Cllr Pask advised that the visit had been made just before the mowing. It was agreed that Cllr Pask would ring Mrs Patmore advising of the cutting programme and that it is currently under consideration as</p>	JP/NP
		JP

to whether the RHS of the cemetery should be mowed more closely.

Extension Layout

Cllr Pask advised that Mr Cornish is now ready to sow this area.

RK

(b) The Green

15/047 Ditch near Parsons' Walk: This matter is receiving Co Cllr Kemp's attention.

Clerk

Highways and Footpaths

15/048 Traffic Management: It was agreed that this item would be 'parked' for the time being.

Footpaths/Highways

"Jack's Bench", Hartest Hill: Cllr Pask advised that, when she met Paul Gant of SCC recently re this and, the bank supporting the steps, he advised that, as he has work to do on the other side of the road, he would arrange for a railway sleeper to be put in place here at the same time.

JP

Clerk

15/049 Post Box – Hartest Hill: Although advised by Royal Mail that this would be replaced by end June, it had not appeared at the date of this meeting; this matter will be expedited.

15/050 Correspondence: None

15/051 Matters of Report Only: None

15/052 Matters for Consideration at the next meeting: None

Date of next Meeting: Wednesday 2 September at 7 p.m. in the Institute

Approved by the Parish Council on Wednesday 2 September 2015