

Hartest Parish Council

Minutes of the Meeting of the Parish Council held in the Institute on Wednesday 7 March 2012 at 7pm.

Present: Cllrs Chris Browning (Chairman), David Burr, Howard Hirst, Jo Pask, David Turner, Scilla Turner and Anna Warren-Thomas
In Attendance: Co Cllr R Kemp, Dist Cllr J Long and Mrs P M Lamb (Parish Clerk)
Also Present: Mr M Last and Mr D Leeming

ACTION

11/164 Apologies for absence: None

11/165 Approval of Minutes: The following corrections were made to the minutes of the meeting of the 1 February 2012:
Co Cllr Kemp was not present, so his name was deleted.
11/155: The District Councillor's report: The 5% Council Tax increase in the final paragraph was amended to read 3.5%.
11/159 (d) second line to read "might offer" rather than "are affording".
Following these corrections, the minutes were approved and signed.

11/166 Matters Arising: None

11/167 Declarations of interest: Cllr Browning re 10c – New Planning Applications and Cllr Warren-Thomas re 10g – Other Planning Matters.

11/168 Public Forum: Re Diamond Jubilee: Mr David Leeming commented that, whilst it is understood plans are in hand for various celebratory events such as a picnic on the green, bonfire etc on Monday 4 June, as far as he is aware nothing is planned for Tuesday 5 June, which is also part of the Jubilee bank holiday, and when a pageant is to be staged in London.
Various suggestions as to possible events on that day, including a picnic and big screen to broadcast that pageant etc were outlined.
Mr Leeming envisaged obtaining funding from all the businesses in the village and issuing formal invitations to all residents (including, perhaps, a free drink voucher). Cllr Browning, on behalf of Members, confirmed that the PC would be happy to make a small contribution and recommended that a separate working party plans and co-ordinates activities. (Cllrs H Hirst, J Pask, D & S Turner and A Warren-Thomas offered their help.) A report would be presented at the PC Meeting on the 4 April.
(It was further noted that permission had been granted by Chadacre Estate to have a bonfire on the 4 June; Cllr Pask is to register this with the Pageantmaster.)

HH/JP/DT
ST & AWT

JP

11/169 Police report: From PCSO Partington for the period 01/02/2012 to 07/03/2012: No crimes had been recorded within the parish, which is the same as this period last year.
Suffolk Police's current 'Operation Dusty' is addressing the increase in thefts of catalytic converters. All types of vehicles are being targeted, but the majority affected by this crime are the Mercedes Sprinter and Iveco vans. In many instances, offenders are opening the bonnet after forcing the window.
This can happen quite quickly and offences have been carried out during the day, and night. Some affected vehicles have only been left for a few minutes while the owner is at lunch, or shopping. Most members of the public passing by assume the owner is working on the vehicle but this is not always the case, and, where appropriate, people

should be challenged, or the Police called immediately using 999. A number of security measures to reduce such incidences can be taken, namely parking vehicles in a well-secured garage, if possible, or in a well-lit, public area. Vehicles can be also parked in such a way as to make access to the catalytic converter difficult, or parallel with another vehicle. The converter itself can also be secured with a clamp and an anti-tamper alarm, both of which are available online. Such security devices, if fitted correctly, make it more difficult and time consuming for thieves. Commercial vehicles should also be kept in a locked building or compound, supported by alarms, lighting and CCTV. Catalytic converters can be marked with the vehicle registration number using etching pens. The following five garages across Babergh, as follows, have been given an engraving set for use when completing routine MOTs and services. Regular marking sessions are also held across the County by Suffolk Police.

Regional Tyres & Exhausts, Unit 4 Farthing Rd Ind Estate, Sproughton, IP4 5AP Tel: 01473 740750

Alpheton Garage, Tye Green, Alpheton CO10 9BW Tel: 01284 827453
Red Star Tyres & Exhausts, Woodhall Business Park, Sudbury, CO10 1WH Tel: 01787 880998

Crockatt Road Garage, 3 Seager Court, Hadleigh, IP7 6RL Tel: 01473 824342

Ainger Holbrows Garage, 115 High Street, Hadleigh, IP7 5EJ Tel: 01473 823286

Suffolk Police is working with scrap metal dealers across the county and officers visit yards regularly to ensure checks are made on all metals brought to the sites for sale, and that any suspicious items, or persons, are reported.

11/170 Co Cllr Kemp's Report

Cabinet: The last Cabinet meeting took place at BDC Offices in Hadleigh. All the papers listed were discussed and agreed. One of the most important was the future model of Adult and Community Services. It was agreed that, with the impending budget cuts to ACS, the way services are provided needs to be remodelled.

The idea behind this new strategy is that the community will increase its capacity for dealing with those smaller care related issues, with SCC picking up where more permanent care solutions are required. With this paper being only the beginning, the proposals will now go out to consultation with partners and stakeholders. There is little practical information, as yet, as to how this will affect communities and those in care.

RK

The next Cabinet meeting will take place on 20 March at Endeavour House. On the forward plan for this meeting is;

- Future of Back Office services for SCC beyond May 2014
- Arrangements for admissions to schools in Suffolk
- Economic Development – Growth and Opportunity
- Externalisation of Adult Employment Advice Guidance Learning and Skill Service (Realise)
- Joint Lowestoft Office Development with Waveney District Council

The papers for this meeting will be released in a few weeks' time, and I will update you as to the content at the next meeting. As usual you are able to attend the meeting and ask questions, more information;

<http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=21/02/2012&c=The%20Cabinet>

March Meetings: The following meetings at SCC may be of interest:

- Development control – 1 March – 10:30am
- Pension Fund Committee – 7 March – 10am
- Scrutiny Committee – 8 March – 10am – agenda mentioned below.
- Rights of Way – 12 March – 10:30am
- Audit Committee – 15 March – 10am
- Cabinet – 20 March – 11am

- Standards Committee – 27 March – 10am
- Full Council – 29 March – 2pm

Members of the public are welcome to attend all public meetings, and submit questions to both the Cabinet and Full Council, provided that they have been submitted at least 4 days before the meeting.

<http://www.suffolk.gov.uk/CouncilAndDemocracy/DecisionMaking/PublicSpeakingatMeetings.htm>

Scrutiny Meeting: On the agenda is the future of the heritage organisation in Suffolk, and to receive an update on work that Council has been doing regarding a pilot project helping young people, who are not in education, employment or training (N.E.E.T) in Brandon and Mildenhall. The paper is particularly interesting as it's an opportunity for Councillors to state what they think should be included in the final business case, question the decisions made by those officers and councillors driving the project forward, and analyse the responses to the consultation earlier this year. The meeting - in Endeavour House - begins at 10am. Members of the public are welcome to attend. Papers can be found at: <http://committeeminutes.suffolkcc.gov.uk/>

New CareAware Service in Suffolk: SCC has recently announced the official launch of CareAware, a service which looks to help those people seeking financial information about how to fund long term care. Not run by SCC, but a national not-for-profit organisation, which offers free and impartial information and advice about later life planning and how to pay for longer term care. If more information and advice is required, CareAware may recommend an Endorsed Later Life Advisor (provided by a different company and with a possible fee). Other independent financial adviser organisations, which can provide advice can be found at www.payingforcare.co.uk (advisers must have a Certificate in Financial Planning and Long-term insurance or the Institute of Financial Service equivalent).

The service was given a soft launch on 17 October and has been contacted by 80 people already. Tel No 0800 9540091 or email at suffolk@careaware.co.uk

Cllr Kemp added that SCC has not increased its Council Tax, although it was noted that its revenue budget at £485m represents a loss of £24m. Locality Budget: Cllr Kemp advised that funding is available for Jubilee celebrations, e.g. entertainment, mementoes etc (but not for food). If required, £500 could be made available in 2012/13.

Cllr Burr advised Cllr Kemp that, in anticipation of the schools reorganisation, Hartest School had extended its premises. It would appear now, however, that the number of children likely to attend the school is less than anticipated, which could see it being run at a deficit. Cllr Kemp offered to enquire as to whether SCC had obtained the land to the rear of the school for the school's future use.

RK

11/171 District Councillor's Report: Cllr Long advised that he had nothing further to add to last month's report, but stated that both BDC and residents were concerned about the schools situation.

11/172 Finance & Administration:

- (a) Receipts: None
 - (b) Payments: The following payments were approved:
 - UK Servers Ltd: Renewal of registration of hartest.com domain name: £10.80
 - BDC: Litter & Dog Bin Emptying 1.1-31.12.11: £61.27)
 - Parish Council Election Costs May 2011: £76.42) £137.69
 - Mrs P M Lamb: Clerk's Salary, etc: 6 Jan-29 Mar 2012: £840.91
 - SALC: Councillors Training – Cllrs Hirst & S Turner: £235.50
 - Suffolk Acre Membership Renewal 2012-13: £25.00
- The above payments were approved.

Clerk

- (c) Councillors' Office Expenses: Following discussion, it was agreed that Members could claim £20 p.a. towards essential office expenditure. (Post meeting: SALC recommended that receipts be obtained for the PC's audit trail.) All
- (d) Grant Funding – Identification of Possible Projects: Cllr S Turner advised that it had been agreed to link this meeting with the Localism one scheduled for 2 May. It is hoped to use this meeting to get ideas from residents re possible village facilities, to stress the importance of Planning in Hartest and to take such matters into account in the Parish Plan. It was agreed a mailshot would be issued and an article placed in 'Contact' in this regard. Cllr Pask offered to action this. (It was noted that, if necessary, such a meeting could be postponed until June.) JP
- (e) Community Shop: Following a lack of response from emails trying to expedite repayment of the £800 grant towards an EPOS till, which was issued in September 2010, it was agreed the Clerk would make contact by telephone and then follow this with a formal letter (if considered appropriate by the Chairman).
- (f) Diamond Jubilee: Bonfire: As mentioned in Min 11/168 above, the Pageantmaster is to be notified re the bonfire, which will be sited on Chadacre Estate's mausoleum base off the Lawshall Road, and form part of the 2,012 being lit around the country on the 4 June at 2200 hours. Cllr Burr agreed to arrange construction of the bonfire (hopefully from old pallets). Enquiries are to be made with Suffolk Acre re the PC's insurance responsibilities in this regard (if any). BERR Regulations should be followed from the perspective of the PC's insurers (and as good practice), a copy of which was provided to Cllr Pask. It was noted that, if cover is required under the PC's insurance, the maximum number of people attending is 500, before an additional premium would be levied. It is believed attendance should fall within this limit. DB/JP Clerk
- (g) Requests to Use Green: The following requests were discussed and approved: Saturday 23 June: Mrs G Leeming sought erection of a small tent outside Appleby Cottage/The Old Forge/Wheelwrights in order to serve cream teas prior to the concert in the Church. The PC was assured by Mr Leeming that residents were aware, and happy, with this proposal. Monday 27 August: A request had been received from the Fete Committee seeking permission to use the Green for the Annual Fete. This was approved. Clerk
- (h) Review of Standing Orders/Financial Regulations etc: Following recent changes to the above, the Clerk recommended adoption of NALC approved models of the aforementioned documents, which had been circulated electronically. Hard copies – for comments - are being URGENTLY circulated with a view to considering adoption at the April meeting. Other documents being circulated for consideration: Risk Assessment schedule (as used by Gatcombe PC), a Review of Risk Assessment & Effectiveness of Internal Audit statement, Letter of Appointment of Internal Auditor. ALL
- (i) BDC Minor Grants: Offer of a grant, for the Parent & Toddler Group, had been received in the sum of a maximum of £500, or 69%, of eligible project cost. Such grant to be formally accepted within 30 days of 20.2.12 with equipment purchased and grant claimed by 30 April 2012. Cllr S Turner is to liaise with the PTG in this regard. ST
- (h) Ordnance Survey: Following a request from Mr R Carpenter, a PSMA licence had been obtained by the PC with a view to using this for the purposes of depicting the village hedgerows. Upon further investigation by Mr Carpenter, it was established (and confirmed by Cllr Burr) that this is a permission only to view maps and that to print them would be substantially more expensive.

Mr Carpenter's suggestion to consider placing the necessary resulting work with an appropriate company (at a cost of £200+ VAT) was considered too expensive. However, if necessary, this could be reviewed further after the Localism meeting.

Clerk

11/173 Planning:

- (a) Decisions received: Permission granted:
B/11/01457/LBC/ETR: Insertion of windows at Candles, Cross Green. It was noted that BDC had ignored the PC's comments re design in this regard.
- (b) Withdrawn applications: None
- (c) New planning applications:
B/12/00082/FHA: Dowsetts, Melford Road, Hartest
Insertion of 14 solar pv panels on south west facing barn roof. Cllr Burr apologised for inadvertently missing the consultation submission date re this PA. However, it is understood a resubmission in this connection will be forthcoming.
B/12/00159/FHA: The Warrens, Poorhouse Hill:
Erection of single storey extension connecting house and barn and erection of conservatory. Members studied these plans and agreed to support the application.
- (d) Tree Preservation Order/Tree Conservation Area Applications:None
- (e) Appeals: None
- (f) Other Planning Matters:
S106 monies: Refer 11/172(d) above.
- (g) Affordable House – Banhams Yard: An email dated 8.2.12 from BDC's Snr Planning Enforcement Officer was read out from which it was noted that, since the developer is experiencing problems in getting a Housing Association to take on the property, BDC's Housing Enabling Officer is making contact with all Housing Associations in this regard. It was confirmed that "it is the Council's intention to try and resolve the issues with the developer and ensure that this unit is delivered in the manner previously agreed". Future updates are to be provided. Cllr Burr expressed concern as to why BDC had allowed occupation of one of the new houses in apparent contravention of the planning permission and is to check on the original decision notice. Cllr Long asked for copies of pertinent emails to be sent to him in an effort to assist where possible.
- (h) Neighbourhood Planning: Cllr Hirst gave an outline of the recent seminar content, which also covered the Localism Act. Another five Councillors are due to attend a similar event in Lavenham on the 20 March.

Clerk

DB/Clerk/
JL

JP/ST/DT/
DB/AWT

11/174 Green, Cemetery and Churchyard

- (a) Cemetery
Notice board: Cllr Pask reported that a quote had been received in the sum of £165 for an oak notice board, similar in size to the existing. Members authorised the placement of an order.
Adjoining Land: Cllrs Burr and Pask reported on a meeting today in this regard from which they are confident that the owners will proceed. The planting of a proper hedge is sought. Cllr Pask confirmed that she has ordered a *Diamond Jubilee* bundle of saplings, but would also need to place an order with Sandy Lane Nurseries, as previously discussed; to be discussed again in May.
Gates: Cllr D Turner had been unable to progress this matter, but agreed to obtain quotes for the lifting, re-hanging and capping, as appropriate, in respect of both sets of gates.
'Titanic' Survivor's Grave: Cllr Pask advised that she had received approaches re a possible article on Violet Jessop, a copy of which will be included in 'Contact'.
- (b) Cemetery Management Meeting: Cllr S Turner reported on the

JP

Clerk

DT

aspects currently under consideration, namely, procedures, fees, software etc. It is hoped to produce a report for the next meeting.

ST

(c) Hartest Wood: Mr Michael Feather is to be asked to provide a report to the PC in this regard. Following discussion, it was noted that furnishings in the wood are not insured.

JP

(d) Tree o/s Green Farm House: It was noted that the roots of this tree had been damaged during works undertaken by BT. Mr Mark Last advised that he has copies of correspondence with BT in this regard. Whilst it looks as though the tree is dead, the matter will be monitored in respect of any change. Mr Last recommended that, if liability is acknowledged by BT, he felt that they should be held responsible for providing a suitable, like-for-like replacement.

All

11/175 Highways and Footpaths

(a) Traffic Management: The response received from Paul Gant of SCC in this regard was discussed. Cllr Burr advised that our earlier survey of residents confirmed that, whilst they did not want physical obstructions, they did want motorists to observe speed limits. The purchase of one appropriate mobile speed indicator sign, with 3-4 identified locations, was considered suitable. Cllr Kemp advised that he was happy to support this proposal. The question of road markings by Banhams would then be considered, followed later by an extension of the 30 mph zones.

RK/Clerk

(b) Parking outside School: Cllr Burr is to attend the next SNT priority setting meeting to ascertain the reason for not extending the hatched area outside the School and re scheduling appropriately timed and sited speed checks.

DB

(c) Highways: Cllr Pask reported that a drain cover by the gateway to West View (and adjacent to a footpath) at the top of Workers Hill, had been lifted due to the volume of water flowing through and down to Meadow Croft Barns, representing a major hazard and risk of injury. It was also noted that there are two large potholes in the road outside Meadow Croft Barns requiring attention.

Highways will be notified in connection with both the above items, which were considered to be linked.

Clerk

It was also reported that there are several potholes in the Duddery. Again, Highways would be contacted.

Clerk

(d) Hedgerows Map: See 11/172 above.

(e) Blind Lane: A complaint had been received from a Mr Penman re the condition of this road. Confirmation is to be obtained from SCC that this road is still unadopted and, as such, its maintenance continues to be the responsibility of residents, as previously notified. (Post meeting this was confirmed with SCC, although a "once and for all" offer of the provision of planings for use by locals/vehicular users to infill the depressions was made (with appropriate landowner permission for same).

Clerk

11/176 Correspondence: The following items had been circulated by email and/or discussed:

Babergh & Mid Suffolk's Tier 4 Proposals, Suffolk Sport funded 'Fit Village', Dedham Vale & Stour Valley Conference 17 May, Sudbury Newstalk.

No specific action was considered necessary.

11/177 Matters of report:

Suffolk Tourism Website: Cllr Pask reported that Hartest is not included on this; it was agreed that Sue Lewis and Jo Pask would seek to have appropriate details added.

Cllr Burr advised that the Jubilee Group is organising the presentation of mugs to children at Hartest School; he felt it would be better to present

such to all residents.

Cllr Hirst advised that he is investigating the hire of an electronic screen for the Jubilee and would be seeking approval from the Crown PH to use its meadow.

11/178 Matters for consideration at the next meeting: None

1/179 The meeting closed at 9.25 p.m.

Dates of next meetings:

Ordinary PC:	Wednesday 4 April at 7 p.m. - Institute
Annual Parish:	Wednesday 25 April at 7 p.m. - Institute
Annual PC Meeting:	Tuesday 1 May at 7 p.m. - School Hall (note revised date)
Localism Act/Grants:	Wednesday 2 May at 7 p.m. - Institute

Approved at the Parish Council Meeting held on 4 April 2012

Date: 4 April 2012