

Hartest Parish Council

Minutes of the Parish Council Meeting held in the Institute on Wednesday 10 September 2014 at 7pm.

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

In Attendance: Co Cllr R Kemp, Dist Cllr Long, Mr P Chapman, Other Members of the Institute Committee and Parish Clerk

ACTION

14/033 Apologies for absence: Cllr Graham Manning

14/034 Approval of Minutes: The minutes of the last meeting held on 4 June were approved and signed.

14/035 Matters Arising: None

14/036 Declarations of Interest: Cllr Pask in respect of Item 9(g) Institute Funding and Cllr Price re 10(c) New Planning Applications.

14/037 Public Forum: No Members of the general public present

14/038 Police Report: No report had been made available; this would be expedited.

Clerk

Co Cllrs Report: Cllr Kemp was advised that no communication had been received from Mr Wilkinson; he is to expedite. Post meeting an email was received stating that BDC is "to close the case as the splay of sight when exiting the site, is affected by an area of land which does not form part of the site in question. The wall obstructing the view to the left when exiting, causes an issue, for which the Council is unable to enforce. In addition, considerations have been made as to whether it is expedient to enforce in this instance. On the basis of fact and degree, it is not expedient to enforce." Cllr Kemp added that he understood the prospective purchaser of a property in The Row is discussing the purchase (if not already bought) with the Planning Department. Cllr Kemp reported that he had met with Mr Graham of Pear Tree Cottage and an Engineer, when it was agreed, in the first instance, to try jetting the pipework along Parsons Walk. Cllr Kemp recommended the PC writes a strongly worded letter to him re this and other reported, but not actioned, items, which he will then pass to the appropriate Portfolio Holders. Cllr Kemp's full report is attached.

14/039 District Councillor's Report: Cllr Long reported that a Joint Strategic Plan had been launched and that a hard copy should be received in due course by the Clerk. Cllr Long advised that, between now and 2035, BDC's population is expected to increase to 96,400). Over the next five years it is planned to concentrate on the environment and employment. Cllr Long added that just under 20% of Suffolk's population smoke and 17-20% binge drink.

Finance & Administration

14/040 (a) Co-Option: An application, received from Mr Neil Chappell, had been circulated to Members. Mr Chappell was invited to join the Council and signed the Declaration and Acceptance of Office form.

- (b) The Clerk distributed the income/expenditure spreadsheet for the year to date.
- (c) It was considered that the money currently held in reserve for a speed camera might be returned to the General Fund. It was agreed that this would be considered during this year's budget setting round.
- (d) Receipts: VAT Refund 2013/14: £278.32
 Memorial Inscription re R E Dancwerts: £50.00 Clerk
- (d) Payments:
 The payments made in the absence of the July meeting were approved and ratified, namely
 Parish Clerk: Salary & Expenses: March-June 2014: £717.10
 OGS Cornish: 1st Qtr invoice Mowing of Green, Church Yard & Cemetery: £877.50
 St Mary's Church, Glemsford: 'Contact' Councillor Vacancy Ad: £29.00
 UK Servers Ltd: Renewal of Hartest.com basic hosting: £24.00
 Boxted & Hartest Institute: Hall hire: 30.4 and 7.5.14: £40.00
 Parish Clerk: Printing Ink and Paper: £34.29
 New Payments
 'Contact' Magazine: Advertising July 2014-July 2015: £50.00
 Information Commissioner: Data Protection renewal: £35.00
 New Councillor Training: 14 & 21.8.14: Cllr N Price: £117.60
 Parish Clerk: A4 file, 'post-it' notes and A4 paper: £9.25
 Business Services at CAS: PC Insurance 1.10.14-20.9.15: £565.14
 The above were approved for payment. Clerk
- (e) Consider Adoption of Latest Financial Regulations and Latest Suffolk Local Code of Conduct: These items were deferred to the next meeting. Clerk
- (f) The Openness of Local Government Bodies Regulations 2014: The Clerk advised Members that this legislation was enacted on the 6 August (refer emails dated 6 and 17 August), which gives members of the public the right to film, record or photograph meetings. The Standing Orders will be updated accordingly when an appropriate form of words is provided by NALC. Clerk
 Cllr Pask left the meeting for this item.
- (g) Institute Funding: s106: Having received a request from the Institute to use £4,814 from the current s106 monies (currently £15.5k) towards the repair of the Institute drive under the new s106 criteria, Members confirmed that they were happy to support this application; a confirmatory letter is to be sent. Clerk
 The Institute is also to seek letters of support from other current users of the building.
 Grant: A grant application, complete with supporting documentation, had also been received from the Institute in respect of cavity wall insulation. Members were happy to provide a grant of £500.00. Clerk
 Possible Ongoing Financial Assistance: Following a meeting earlier in the summer between the institute Committee and some Parish Councillors, and a follow up letter from the Institute Chair of 29 August, as to how the PC might be able to assist on a more regular basis - with such matters as repairs and maintenance - it was agreed to hold a further joint meeting. In the meantime enquiries would be made with SALC as to the likely impact, if the PC's precept claim were to be increased to cover same (having been advised previously that any increase above 2% would invoke a referendum). Clerk

14/041 Planning

- (a) Decisions Received: Permissions Granted:
 B/14/00481/AGD – Land West of Cooks Farm: Erection of Agricultural Building (Permitted Agricultural Development)

- B/14/00973/TCA: Land south of Waylands, Smithbrook Lane: Fell 5 trees
- B/14/01034/TCA: The Copse, The Row: Fell 1 no Poplar Tree
- (b) Withdrawn Applications: None
- (c) New Planning Applications: B/14/00897/FHA - Construction of garden wall at Stowe Hill: Having considered this, Members agreed to support it. Clerk
- (d) New planning applications received since the date of this notice: Cllr Price left the meeting for this item.
- B/14/00991/FHA: Mill House, Melford Road: Erection of Barn Following consideration, Members agreed to support this application. Clerk
- Cllr Price rejoined the meeting.
- B/14/00843/LBC: Cooks Farm Barn, Cooks Farm, Lawshall Road: Insertion of door into kitchen at rear of barn. Members agreed to support this application. Clerk
- (e) Tree Preservation Order/Tree Conservation Area applications
- (f) Appeals: None
- (g) Other Planning Matters:
- Neighbourhood Plan: Cllr Price advised that the NP Group hopes to achieve additional funding in 2015 for analyses of survey responses, seeking further engagement, etc, etc with a view to submission to the Parish Council. Cllr Price advised that he is now Chair of the NP Group, with Cllr Loxton as Vice Chair. BDC will pay the cost of the referendum. Clerical support for the Group is required. Cllr Price added that it is hoped the Parish Council will continue to support the work of the Group; as some funding will be required. It was agreed to visit this matter in November, when budgets are set. Cllr Pask recommended advertising in 'Contact' for local, volunteers. Clerk NP
- Community Right to Bid: Cllr Price reported that he and Cllr Loxton had met with Mr D Marjoram of 'The Crown', who had commercial concerns re this, as he might be interested in buying the freehold from Greene King, if it were available, and thought it might affect such a sale. Cllr Price has sought advice in this regard.
- Social Housing – Banhams Yard: Cllr Browning stated that there had been an exchange of correspondence and emails re this matter and BDC had received £83k from the developer, which has not been banked. The property is now on sale on the open market at its full market price.
- BDC has to decide whether the move from Stage 2 to Stage 3 has been properly made. Cllr Loxton is to email Ian Tippett of BDC for an update on the situation. DL

14/042 Green, Cemetery and Churchyard

- (a) Cemetery
- Layout of Cemetery Extension: Cllr Turner provided 3 sketches to the meeting showing burial areas, paths and wildflower areas. The site occupies just under ¼ acre and is bounded by hedging. Cllr Turner is meeting Ms Tracey Housley of Suffolk Wildlife Trust, who is optimistic that a grant could be made available. Cllr Turner expects a charge of £300 to be made to 'spray off' the area and then duly become part of the cutting plan already in place (with an additional charge for this anticipated from Oliver Cornish, the grounds maintenance contractor). The aforementioned meeting is scheduled for Tuesday 30 September at 10 a.m. Cllr Pask recommended that both Michael Feather and Oliver Cornish be invited to attend; this was agreed. DT
- Leylandii Tree near Cemetery Entrance: Cllr Pask had received one quote (from David Gotts) in the sum of £750 and another from Eco-Systems in the sum of £1.5k for the possible removal

of this tree.

Members agreed that Mr Ian Leigh of Hillbank House (opposite the tree) should be contacted. A letter is to be written to him advising that, whilst BDC considers the tree does not present any immediate danger and, in fact, has survived heavy winds in the past, the PC would consider getting it removed, if he would agree to contribute 50% of such removal cost (as he had previously indicated).

Cemetery Complaints

Clerk

It was noted that a few complaints had been received from visitors to the cemetery (e.g. length of grass, steepness of entrance path, sunken graves and 'potholes'). Cllr Turner agreed that the cemetery is in desperate need of its scheduled second grass cut. It was considered that the main path into the cemetery is in good condition; it is only when walking off that path that these problems are encountered. Re the fallen headstones, Cllr Turner advised that he is awaiting a quote from Mr M Ashman re standing them up again. Cllr Pask added that the correct way to remedy these is by means of insertion of dowling rods. Cllr Turner mentioned that it had been suggested to create a better base and re-set the headstone. Cllr Pask added that she had been unable to trace the next of kin through the stonemasons' records.

It was agreed to meet on the 30 September to decide what action/appearance is required and expected cost. (Cllr Turner cited Mr M Ashman's daily rate as £100-£150/day.) Cllr Turner added that he had looked at several cemeteries in the recent past and considered that, in comparison, ours is acceptable in terms of appearance. Whilst it was acknowledged that the route in is on a considerable slope, Cllr Long recommended introducing notices with wording along the lines "This is a cemetery of some historical note and, as such, care should be taken moving around it." A response to all complainants along such lines will be sent.

(b) The Green

DT
Clerk

Ditch on the Green: It was agreed to write to Cllr Kemp re this matter and Blind Lane.

14/043 Highways and Footpaths

(a) Traffic Management

Village Road: Cllr Price advised that he had spoken to a friend of Ralph Carpenter re shared spaces and the removal of street furniture, but found his charges too prohibitive to consider. Ralph Carpenter is investigating other alternatives.

NP

(b) Footpaths/Highways

School Parking and Pavement: This matter was discussed following receipt today of Mrs Hall's email proffering meeting dates during September. It was agreed to seek possible dates in October.

Clerk

Land to Rear of Primary School: Following receipt of an email from Mrs Mary Burr (dated 10 August) re the possible use of this land as a playing field and another email from a resident re the possibility of a playing field for football matches, Cllr Price offered to view the facilities for older children, a subject which had been mentioned in the Parish Plan survey. It was noted that this would probably be eligible for s106 funding (currently £11k left). It was agreed that we would express our interest in working with the School in this regard. It was also mentioned that access after hours would be vital. (In this respect, it was thought access could be made via Somerton Road).

Clerk

FP 6: Cllr Pask advised that this path is currently covered in clods from the farming activities, but that, as usual, it will be made good shortly. It was agreed that a letter would be sent to Mr Bob Rush,

who manages the field asking him to contact the owner to ascertain if the footpath could be diverted to within the circular path so as to avoid walkers having to use the road in this area. It is understood that the landowner would have to apply for this diversion, but enquiries would be made as to whether anyone else could apply in his stead.

Clerk

Pilgrims Lane: Cllr Pask reported that this road (particularly near Longs Farm), is 'sinking' on both sides. Also, some potholes had been repaired, but other repairs are awaited.

Clerk

14/044 Correspondence: None

14/045 Matters of report only: None

14/046 Matters for consideration at the next meeting: Consider Adoption of latest Financial Regulations and Suffolk Local Code of Conduct.

The meeting closed at 8.55 p.m.

Date of next Meeting: Wednesday 1 October at 7 p.m. in the Institute

Approved at the Parish Council Meeting held on 1 October 2014