

Hartest Parish Council

Minutes of the Parish Council Meeting held in the Institute on Wednesday 4 June 2014 at 7pm.

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

In Attendance: Co Cllr R Kemp, Dist Cllr Long, Mr P Roper re Elizels, Mrs J Banham, Mrs M Rocknean, Mr E Donald (of Sturgeons) and Parish Clerk

ACTION

- 14/018 Apologies for absence: Cllr Graham Manning
- 14/019 Approval of Minutes: The minutes of the meeting dated 7 May were approved and signed.
- 14/020 Matters Arising: Cllr Price reported that he had received basic agreement from the bell ringers to mark the anniversaries of those Hartest servicemen, who had lost their lives in conflict.
- 14/021 Declarations of Interest: Cllr Pask declared her interest in respect of Item 9(f) Institute Funding.
- 14/022 Public Forum: Mrs J Banham asked if the village's s106 monies could be used to undertake required maintenance works etc to the Institute. Cllr Kemp advised that, whilst the parameters in this regard had recently been altered, no retrospective applications can be made, although he believes this may now be reconsidered. Cllr Long advised that details of the new Community Infrastructure Levy are to be issued. Parishes with a Neighbourhood Plan are likely to be able to access more than they would have without it. Cllrs Long and Kemp recommended "badgering" Tom Barker re s106.

Clerk

Mr Euan Donald wished to advise Members that he is working towards the provision of a portable defibrillator (to be housed on the side of the Doctors' Surgery) for general emergency use. The cost of the equipment is £1,750 plus the electrical installation. To date, he has raised £400 and hopes to raise the balance through various events by the end of the year. Training could be given, but professional instructions are provided when used. Each activation of the unit would cost £25 (hopefully funds will be available). Several people in the village will be given the keypad number, so it should become generally known. BT would pay for the electricity for the first 7 years, although the Surgery is happy to cover that.

- 14/023 Police Report: This report covers the period 6-29.5.14. During this time 1 crime has been recorded within the parish; this compares to 1 crime for the same period last year.

<u>Breakdown of Crimes</u>	<u>Reports</u>
Burglary Dwelling	0
Burglary Other Building	1
Crime SU/14/855 Burglary other building in Hartest between 9-10.5.2014 Officer in the case PC 888 Stephens.	
Vehicle Crime	0
Assault/Public Order	0
Theft	0
Criminal Damage	0

Crime Other 0

If you have any information, which would be of interest regarding any offences, please let Babergh West SNT know or contact Crimestoppers anonymously.

If you see any suspicious vehicles driving slowly around your area and they seem to be out of place then please try to take down their registration numbers and pass these onto the Police by dialling 101 the non-emergency number, if it is an emergency you should dial 999

- 14/024 County Councillor's Report: Cllr Kemp's full report is attached. He advised that SCC's priorities for the next three years include raising educational attainment, improving the road network and supporting the most vulnerable people in our communities. Cllr Kemp advised that he had met Mr Paul Gant at Banham's Yard re the incorrect visibility splays. BDC advised that the neighbour's brick wall has been in situ for 4 years, so is unable to do anything about it. Cllr Browning said that someone must be responsible for this mistake. It was agreed that Cllr Kemp would contact Mr Wilkinson and ask him to contact the Parish Clerk. Application for an access to a former LA house in The Row has been submitted. Cllr Kemp advised that he could use some of his locality money on the public aspect of it. It was noted that no progress has been made re the ditch on the Green.
- 14/025 District Councillor's Report: Cllr Long requested that, when clarity is received re s106/CIL, he be advised. CIL survey responses (which should have been received) are due by 27 July. Cllr Long is to submit in respect of Chadacre Ward. Cllr Long commended the Neighbourhood Planning group for their work to date. No BDC Full Council Meeting had been held recently.
- 14/026 Finance & Administration
- (a) Bank Balances as at 4 June: Current: £3,094.71
Savings: £18,776.24
 - (b) Receipts: 2nd Memorial Inscription: Mrs D Truin: £20.00
 - (c) Payments: The following were approved:
Miss J Pask: Black cartridge & 1 ream paper: TBA Next meeting
Mrs D Griggs: Internal Audit 2013/14: £50.00
Parish Clerk: Consumables & Stamps: £46.67
 - (d) Accounts 2013/14: The Audit Return had been approved and signed by the Internal Auditor and was countersigned by Cllr Browning in readiness for submission to the External Auditors. Clerk
 - (e) Consider Adoption of Communications Policy recommended by Cllr Turner: Cllr Turner advised that the document received and circulated was not the one he had seen previously; further enquiries will be made in this regard. Clerk
 - (f) Consider Adoption of Financial Regulations 2014: It was agreed to carry over this item to the next meeting. Clerk
 - (g) Institute Funding Proposal: Cllr Pask left the meeting for this item. Cllr Browning read out the Institute's letter dated 9 May confirming the proposed works and enclosing a copy of the Institute's accounts for the year ended 31 January 2014. It was agreed that, upon receipt of a completed grant application form (which would be submitted upon commencement of the cavity wall insulation work), the application would be viewed favourably. Cllr Pask rejoined the meeting. Clerk
 - (h) Parish Council Vacancy: Permission to co-opt a new Member (following Scilla Turner's resignation) had been granted. It was agreed that an appropriate advertisement would be placed in 'Contact' and on the notice board. Clerk

14/027 Planning

- (a) Decisions received: Permissions granted:
The Old Rectory, The Green:
B/14/00390 & 391/LB: Conversion of outbuilding to form utility room. Insertion of 2 no rooflights, internal & external alterations
- (b) Withdrawn applications: None
- (c) New planning applications: B/14/00478 & 00479: Elizels, 7 Shimpling Road - Erection of single and two storey rear extension and external and internal alterations. Members were happy to support this application. Clerk
- (d) New planning applications received since the date of this notice: None
- (e) Tree Preservation Order/Tree Conservation Area Application B/14/00607: Spring Bank: Felling of various small trees. Members had no objections. Clerk
- (f) Appeals: None
- (g) Other Planning Matters
Neighbourhood Plan: Cllr Price advised that there had been a 25% response in respect of the school children's competition, which the School considered reasonable. The consultation finished on the 3 June. Core Strategy Policy CS11 is the draft supplementary planning document, the consultation for which ends on the 20 June and seeks to relax development outside the village envelope. The Neighbourhood Plan Working Party will be studying this. Cllr Browning advised that, if the WP is united in its view, the PC would endorse it by writing similarly. Cllr Price advised that the next NP meeting is tomorrow. The Community Right to Bid aspect was discussed with Tracey Brinkley, who advised that this isn't a tool to try and secure an asset if a landowner isn't happy to sell. Once listed, BDC would have to invite the community, and give notice, to submit a bid. Once submitted, there is an 8 week consultation period on it. Some communities have gone for a blanket request, e.g. Public House, GP Surgery etc, etc. (Up to now Greene King PHs have been listed and, so far, haven't been "tested".) It was agreed that NP would advise the PH tenant and put in hand the paperwork in this regard (submitted in the name of the Parish Council). The listing decision should follow after 8 weeks and then the listing of the remaining assets would follow. It was agreed an explanatory article would be placed on the website. Cllr Browning thanked Cllr Price for his help. NP
- Social Housing – Banham's Yard: Following Ian Tippett's recent email in this regard, it was agreed that an email would be sent to IT asking for an update of BDC's review and the current situation re the house. DL/Clerk

14/028 Green, Cemetery and Churchyard

- (a) Cemetery
Environmental Management: It was agreed that this item would be removed from future agendas. Clerk
Layout of Cemetery Extension: Cllrs Pask and Turner discussed this with Scilla Turner and are to make a presentation re suggestions in this regard (e.g. areas for lawn graves, interment of ashes, etc, etc.). Cllr Turner further advised that he had been investigating a possible Stour Valley environmental grant. JP/DT
Large Cypress near Entrance to Cemetery: Cllr Pask had received one quote (from David Gotts) in the sum of £750 and was awaiting a second re the possible removal of this tree. JP
- (b) The Green
Ditch on the Green: This is still with Cllr Kemp and awaiting a

surveyor's overview or digging near the bridge to try and locate an existing pipe (or remnants thereof). If a pipe were located, it was thought likely to be a clay one and likely to have tree roots. It was agreed to leave this with Cllr Kemp.

RK

Steps leading up to postbox: A letter of thanks had been sent to Mr Gausden of Hollyhock Cottage for his kindness in repairing these steps promptly and free of charge and thanks also to Cllr Pask for providing him with a cake for his endeavours! (Thanks had also been received from a villager re this).

14/029 Highways and Footpaths

(a) Traffic Management

No further news re bridge works.

Hamilton-Ballie Associates: In his email dated 22 May, Cllr Price had drawn attention to the various projects for which this organisation had been responsible to make village roads safer, which included the removal of signage to make the roads a shared space. They have worked with a number of County Councils in this regard. Cllr Price agreed to enquire as to whether there are any completed schemes nearby to view and also their consultation fee.

NP

Vehicle Activated Sign: This flashing sign, which is sited by SCC on a rotational basis was considered to be excellent in slowing traffic.

Clerk

(b) Footpaths/Highways

School Parking and Pavement: The extension of the yellow lines in front of the School has been done; the resurfacing of the footpath to be expedited.

Clerk

It was agreed to seek a few potential meeting dates with Mrs Burr to discuss the parking issues; such meeting to include the Police.

Clerk

Pilgrims Lane: Cllr Pask advised that the side of this road is "falling away". Repairs will be sought from SCC.

Clerk

Lawshall Road: This is considered to be a poor job, which, it is hoped, will be remedied in the near future.

Steps along The Row: Cllr Turner reported on the meeting with Cllr Kemp and residents. It was considered that these presented a very real problem for the elderly and those guiding prams etc. A prospective new resident has been negotiating with SCC in this connection with a view to creating a vehicular access (which had also been sought some 8-9 years ago). No possible solution was forthcoming.

14/030 Correspondence: None

14/031 Matters of report only: None

14/032 Matters for consideration at the next meeting: Consider Adoption of latest Financial Regulations.

The meeting closed at 9.10 p.m.

Date of next Meeting: Wednesday 2 July at 7 p.m. in the Institute (cancelled) Rescheduled for Wednesday 10 September (details as above)

Approved at the Parish Council Meeting held on 10 September 2014