

Hartest Parish Council

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

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

In Attendance: Mrs Pat Lamb (Parish Clerk)

ACTION

- 14/001 Apologies for absence: Co Cllr R Kemp and Dist Cllr Long
- 14/002 Election of Chair and Vice Chair: Cllr Browning opened the meeting and asked for nominations for these two posts. Cllr Pask proposed Cllr Browning as Chair (seconded by Cllr Loxton). Cllr Browning accepted the role. Cllr Pask proposed Cllr Loxton as Vice Chair (seconded by Cllr Turner. As Chair, Councillor Browning signed a Declaration of Acceptance of Office.
- 14/003 Approval of Minutes: Min 13/176(a) of the minutes of the 26 March were corrected to read "to keep an eye on the **tree** ... (and not **area**). The minutes of the meeting were then approved and signed.
- 14/004 Matters Arising: Cllr Manning broached the matter of the War Memorial and suggested that, in order to commemorate the 100th anniversary of WW1, the War Memorial be cleaned/refurbished. Cllr Browning advised that this had been done within the last two years (Spring 2012). Following discussion, it was agreed Cllr Manning would place an article in the August edition of 'Contact' re those who had fallen during the two World Wars, a separate item would be written on each of those individuals and enquiries would be made as to whether a peel of muffled bells could be sounded for each of them. GM/NP
- 14/005 Dispensation Requests/Declarations of Interest: Cllr Pask declared her connection re 11(e) on the agenda – Institute Funding
- 14/006 Public Forum: No members of the public present.
- 14/007 Police Report: This report covers the period from 22.3 to 5.5.2014. During this time 0 crimes had been recorded within the parish. This compares to 0 crimes for the same period last year.
Safer Rider Workshops
Motorcyclists across Suffolk are being given the opportunity to improve their riding skills to have better awareness and ability while on the road at 'Safe Rider' motorcycle workshops.
Safe Rider is a joint initiative between Norfolk and Suffolk Constabularies aimed at reducing the number of motorcycle casualties across the counties.
In 2013, 25 people were killed on Suffolk's roads, nine of which were motorcyclists. The number of deaths saw an increase of 3 from 2012 when a total of 24 people died on the counties' roads (6 were motorcyclists).
The two day workshops will run from April-September, the months when it is considered more motorcyclists take to the roads in the warmer weather.
The workshops are aimed at all fully qualified riders who want to improve their skills to become better and safer riders.
PC Kevin Stark from Suffolk Constabulary's Serious Collision

Investigation Team, who is organising the workshops, said: "Reducing the number of people who are killed or seriously injured on the county's roads remains a priority for us and sadly the statistics speak for themselves that each year a high percentage of those killed on our roads are motorcyclists.

"The underlying message of the workshops is that education is key, not enforcement.

"The workshops give motorcyclists greater awareness of the hazards they may face when out and about to help them become better and safer riders."

Safe Rider courses are aimed at riders living in Suffolk and are run with the support of Suffolk Roadsafte and funding from the Copdock Classic Motorcycle Club.

The workshops costs £50 per person and are held at Suffolk Police Headquarters, Martleham Heath, Ipswich.

They start at 7pm on a Friday evening with classroom sessions on the system of road craft, with particular attention given to positioning and cornering.

The next morning, there will be an escorted ride out session with a class 1 police motorcyclist. A maximum 3:1 ratio ensures an accurate and personalised assessment of riding performance.

First aid sessions take place on the Saturday afternoon provided by Suffolk Fire and Rescue, a new partnership for 2014.

Workshop dates for 2014: May 23/24, June 13/14, July 18/19, August 22/23, September 26/27

For further information visit the Suffolk Police website:

www.suffolk.police.uk or if you would like to register for a course, call Hayley Batterham on 01473 613730 or Kevin Stark on 01473 613888 Ext 3395 or email: saferider@suffolk.pnn.police.uk

14/008 County Councillor's Report: Cllr Kemp's report is attached.

14/009 District Councillor's Report: In Cllr Long's absence, no report was available.

14/010 Finance & Administration

(a) Receipts: 1st instalment of precept (and grant): £5,159.50

(b) Payments:

(c) Office Consumables: Envelopes and black ink £33.48 and

APM Refreshments: £ 9.98: Total: £43.46

SALC: Provision of 6 Months Payroll Service: £16.80)

SALC: Subscription: 2014/15: £233.00) £249.80

Boxted & Hartest Institute: Hall Hire: 3.2, 5.3 and 26.3.14: £66.00

Members were reminded that they may claim for ink and paper in connection with their PC duties (Neighbourhood Plan – subject to its Rules)

(d) Accounts 2013/14: Members had been presented with these draft accounts. These were approved and signed ready for consideration by the Internal and External Auditors.

Clerk

(e) Repeal of s150(5) of the Local Government Act 1972: A Legislative Reform Act repealing the statutory requirement for 2 elected members to sign cheques and other orders for payment is expected in the near future. Members agreed to retain the existing arrangements.

Clerk

DT

(f) Consider Adoption of Communications Policy recommended by Cllr Turner: Cllr Turner had been unable to obtain and circulate this document, but it was agreed that the Clerk would seek a copy from SALC and circulate in readiness for the next meeting.

Clerk

(g) Institute Funding Proposal: Cllr Pask left the meeting for this item. Mr Michael Feather's email dated 30 April, seeking a regular contribution from the PC to the Institute for maintenance etc, was read out and discussed. It was acknowledged that the Institute

has impending costs re the proposed repair of the car park drive and to the building's fabric etc and that no share of the annual fete income, e.g., is provided for the Institute. It was recommended that a working party meeting with the Institute Committee be set up to explore the issue. Cllr Loxton mentioned that he would look favourably on reducing mowing costs. It would be ascertained how much a 'one off' increase in the precept of 10% would cost, or consideration would be given to using reserves. The maximum sum the PC is permitted to hold in reserves would be confirmed (believed to be 1.5 x precept). A 'holding email' is to be sent to Mr Feather. Possible working party meeting dates would be investigated. Cllr Pask rejoined the meeting.

Clerk

14/011 Planning

- (a) Decisions received: Permissions granted:
 B/13/01523/FUL/TOC: Windrush, Somerton Road: Erection of 1 no detached replacement dwelling (following demolition of existing dwelling)
 B/14/00344/TCA: Place Farm: Reduce height of 5 no pollarded Lime Trees by up to 1.5m
 B/14/00244/FHA/SS: Musks, 6 Shimpling Road: Erection of single storey front and rear extensions and attached garage and construction of new vehicular access.
- (b) Withdrawn applications: None
- (c) New planning applications: B/14/00391/LBC and B/14/00390/FHA
 The Old Rectory, The Green: Conversion of outbuilding to form utility room, insertion of 2 no rooflights, internal and external alterations. Members were happy to support this PA.
 B/14/00292/FHA: Pompes, Shimpling Road: Erection of 2 storey rear extension (following demolition of existing). Members agreed to object to this PA in line with those comments made by SPS.
- (d) New planning applications received since the date of this notice: None
- (e) Tree Preservation Order/Tree Conservation Area Application:
 B/14/00501: 6 Green View: Crown reduce 1 no Acer and 1 no Prunus trees by 30%. Crown reduce 1 no Malus.
 Members were happy to support this application.
- (f) Appeals: None
- (g) Other Planning Matters
 Neighbourhood Plan: Cllr Price provided Members with a summary of the NP survey for circulation with 'Contact' and requested that approval be given to P.1. Cllr Price advised that the School survey has been completed. He is attending the School assembly on Friday week to present the prize of tickets to Banhams Zoo.
 Community Right to Bid: Cllr Price advised that, whilst he knew that this matter had been discussed previously, but put to one side, as a matter of some concern as it was felt it could be considered contentious or aggressive, this process whereby properties can be identified, does not give a preferential right to buy. The only potential downside is a possible delay of six months in selling the property. Cllr Loxton suggested that Cllr Price comes to the next PC meeting with potentially qualifying assets. The Crown PH was recognised as one. Each asset would have to be listed and dealt with individually. BDC would have to be advised in this regard. If considered a qualifiable asset, BDC would hold this on record for when such a property might come up for sale. Both potential parties would have to agree and, if sensitive, it would be sensible to involve both parties in the process. Cllr Browning suggested running The Crown as a trial to gauge how long the process takes. Cllr Price is to explore this. Consideration will be given to dealing with this on a piecemeal basis. Cllr Price will

Clerk

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Clerk

	undertake the initial research.	NP
	Social Housing – Banham’s Yard: Following Ian Tippet’s recent email in this regard, it was agreed that Cllr Loxton and the Clerk would liaise in respect of the wording of a possible response.	DL/Clerk
14/012	<u>Green, Cemetery and Churchyard</u>	
	(a) Cemetery	
	Environmental Management: Cllr Pask reported that there are pyramid orchids here.	
	Layout of Cemetery Extension: Cllrs Pask and Turner are to discuss this with Scilla Turner, to review procedures and consider engraving fees.	JP/DT
	Memorial Trees: No response has been received to date. This is to be removed from future agendas.	Clerk
	Fallen Headstones: Cllr Turner suggested an alternative method in this regard. It was recommended that an article be placed in ‘Contact’ in order to ascertain names of relatives of the deceased.	JP/DT
	Large Cypress near Entrance to Cemetery: Cllr Pask offered to obtain two quotes for the possible removal of this tree. If removed, Cllr Pask would like to donate a Yew tree in its place.	
	(b) The Green	JP
	Trees: A watch is being maintained re the Ash tree for possible die back.	
	Ditch on the Green: Cllr D Turner reported that this is now being dealt with by Cllr Kemp and recommended that no further public/private Council time be spent on this until professional input is received and any possible solution evaluated. The PC cannot afford the services of a surveyor.	DT
	Steps leading up to postbox: Cllr Turner advised that he considers these are unsafe; a quote is to be obtained.	JP
14/013	<u>Highways and Footpaths</u>	
	(a) <u>Traffic Management</u>	
	No further news re bridge works; it was decided to leave for the time being.	
	(b) <u>Footpaths/Highways</u>	
	<u>School Parking and Pavement</u> : It was agreed that extension of the yellow lines in front of the School and the resurfacing of the footpath be expedited. Mrs M Burr, as Chair of Governors, had responded favourably to co-operating with the PC in such matters.	Clerk
	<u>Pilgrims Lane</u> : Thanks had been received from residents re the recent pothole repairs. Thanks would be passed on to Highways.	Clerk
	<u>Lawshall Road</u> : An explanation had been received from Highways re the temporary repairs effected here. Cllr Pask advised that that there is a ‘hump’ in the road near Longs Farm, which presents a real hazard. This will be reported.	Clerk
	<u>Workhouse Hill Footpath by The Warrens</u> : This repair has been done.	
	<u>Steps along The Row</u> : 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.	Clerk
14/014	<u>Correspondence</u> : None	
14/015	<u>Matters of report only</u>	
14/016	<u>Matters for consideration at the next meeting</u> : Consider Adoption of latest Financial Regulations.	
14/017	The meeting closed at 9.05 p.m.	
	<u>Date of next Meeting</u> : Wednesday 4 June at 7 p.m. in the Institute	
	Approved at the PC Meeting held on 4 June 2014	