

Hartest Parish Council

Minutes of the Parish Council Meeting held in the Institute on Wednesday 1 October 2014 at 7pm.

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

In Attendance: Dist Cllr Long, Mr C Roper and Parish Clerk

ACTION

- 14/047 Apologies for absence: Co Cllr R Kemp and Police
- 14/048 Approval of Minutes: The minutes of the last meeting held on 10 September were approved and signed.
- 14/049 Matters Arising: None
- 14/050 Declarations of Interest: None
- 14/051 Public Forum: As a member of the public, Dist Cllr Long reported that there are damaged/insufficient road signs on the Lawshall Road near Cooks Farm, where the road bends (and which is often used by horse riders). The PC agreed to contact SCC in this regard. Clerk
- 14/052 Police Report: The Police report had been circulated prior to the meeting. No crimes had been recorded.
- 14/053 District Councillor's Report: Cllr Long reported that BDC's recent change re alternating meeting start times had failed to increase the attendance numbers of members of the public. Cllr Long further advised that BDC had adopted, on the 30 September, The Openness of Local Government Bodies Regulations 2014, which came into force on 6 August.
- 14/054 Finance & Administration
- (a) Receipts: 2nd half of Precept payment: £5,093.50
 - (b) Payments:
 - BDO Audit of Annual Return to 31.3.14: £168.00
 - Clerk's Salary: Jul-Sep 2014: £305.23
 - Post Office Ltd (for HMRC) PAYE: £65.00
 - Clerk's Taxi to PC Meeting – 10 September: £40.00 (return)
 - SALC: Payroll Service – 6 months to 30 SeptemberThe above were approved for payment.
 - (c) The Clerk reported that BDO, the external auditors, had approved the Annual Return for the year ended 31 March 2014 noting that the initial incorrect notation of the 2013 year end figures had been corrected. No other matters were reported.
 - (d) Members agreed to adopt the Suffolk Local Code of Conduct, which had been circulated by email. Clerk
 - (e) Members agreed to adopt the latest Financial Regulations 2014 recommended by NALC. Clerk
 - (f) 2015 Proposed Meetings Schedule: A copy of this was provided to each Member for consideration/comment and finalisation at next month's meeting. (It was noted that the Annual Meeting would have to be held between 11 and 25 May (ideally 13), due to the impact of the General Election being held on 7 May 2015.) Clerk

14/055 Planning

- (a) Decisions Received: Permissions Granted:
B/14/00843/LBC: Cooks Farm Barn, Cooks Farm, Lawshall Road:
Insertion of door into kitchen at rear of barn.
Spring Bank, Lawshall Road: Felling 1 Ash, 1 Acer, 1 Cherry,
1 Horse Chestnut, 1 Ornamental Crab and 1 Atlas Cedar
Withdrawn Applications: None
- (b) New Planning Applications:
B/14/01133/FHA – Elizel’s Cottage, Shimpling Road: Erection of
single and two storey rear extension and external and internal
alterations.
B/14/01094 – 14 The Row: Construction of vehicular access.
- (c) New planning applications received since the date of this notice:
None
- (d) Tree Preservation Order/Tree Conservation Area applications
- (e) Appeals: None
- (f) Other Planning Matters:
Circulation of Planning Applications – Currently a paper copy of
these is sent to Cllr Loxton and then circulated. However, it is
understood that, in future, all such applications are expected to be
viewed electronically. Cllr Pask advised her preference, in the main,
for the paper format, but agreed to view future applications
electronically in the hope that all Members would be happy with this
method. With that in mind, those 3 happy to consider electronic
versions would be removed from the circulation list and the paper
copy passed to Cllr Pask.
- Neighbourhood Plan: Cllr Price advised that he had purchased a
map of the village to serve as a “base line” for use in public fora. It
is intended to ask residents what the village means to them and
where future improvements could be made. It is hoped that this
will empower residents to save those parts of the village about
which they feel strongly. To deal with this electronically would
require funding and, at this stage, there are insufficient funds. In
order to move this forward, Cllr Price said it would be essential to
have sound, agreed mapping. He confirmed that a paper map
would be available once the electronic form had been completed.
Cllr Loxton advised that he had received a quote from Matthew Bell
to produce a base map and appropriate overlays including key
features such as green spaces, trees, hedges, unlisted buildings of
value, highways with traffic management issues, recognisable
clusters of buildings etc. The map would be in PDF format with an
interactive facility. 1st stage costs: £200 (£20/hr), 2nd stage: £200.
These costs are understood to be half the commercial rate (£40/hr).
Cllr Price added that the NP must proceed, as there is a potential
threat with the adoption of BDC’s new core strategy, as highlighted
by a recent High Court judgement, where a modest NP was upheld
against major housebuilders. Cllr Loxton requested that, as an
interim measure, the PC makes available £1k towards such work.
(Cllr Browning said such funds should be available with the planned
return of monies currently earmarked for highway works to the
general fund.)
- Community Right to Buy: Cllr Price reported that he had again
spoken to Mr David Marjoram of ‘The Crown’, who, despite his
original concerns, is now more relaxed re the possible listing of the
Crown.
- Village Shop: Mr David Marjoram of ‘The Crown’ suggested that the
PH might be used for a shop (as another element helpful to the
village). It was noted that such a facility had been mentioned in the
Parish, as well as Neighbourhood, Plan surveys. It was suggested

Clerk

DL/JP

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that there be liaison first with the original shop committee members. When approached by Mr Marjoram in this regard, Greene King appeared fairly positive and considered it could be a useful addition to the business. Mr Marjoram did, however, ask whether it should be a community run shop, or something he should run. Cllr Loxton suggested that such a facility would provide plenty of scope for a shop and coffee shop, as originally suggested. (Mr Marjoram had suggested that the pub's rear cloakroom facilities could remain open, even when the pub itself is closed.) Cllr Price felt the possibility of a shop here was a positive step forward and a useful item for discussion within the NP meeting. A decision would have to be made as to whether such a facility should be a community run asset, or privately or jointly run. Cllr Manning suggested that many such shops are successfully run by their communities. Cllr Price said that this would also be discussed at the NP meeting. Cllr Loxton advised that the Shop Group still formally exists and recommended that the Group should be contacted and notified of this renewed interest. It was agreed that Cllr Price would ask David Marjoram some fundamental questions, e.g. whether costs would be incurred. Cllr Loxton suggested a preliminary meeting be held with Mrs Jenny Carpenter, and the Shop Group. Social Housing – Banhams Yard: Cllr Loxton advised that he had spoken to Ian Tippett of BDC, who had received a cheque for £85k from the developer, which was returned. It is hoped to arrange a meeting with Christine Thurlow, Linda Bacon and Ian Tippett in order to determine the latest situation. Ian Tippett is to advise as soon as there are developments.

NP

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14/056 Green, Cemetery and Churchyard

(a) Cemetery Extension

A meeting to discuss the proposed management of the extension had been held with Suffolk Wildlife Trust's Tracey Housley and Tree Warden, Mr Michael Feather, on 30 September in the Cemetery. Cllr Turner advised that there had been much discussion on how the wild flower areas should be treated. Ms Housley advised that she felt SWT would not view the proposed treatment as their first choice and suggested Green Hay seed be considered, which would probably require two years to establish (the area having first been sprayed/rotavated) and then seed distributed on prepared ground and left to germinate naturally. If necessary, this action could be repeated the following year. Such work would not need to be done until next July with ground prepared in June. Information for circulation is to be sent by SWT to Cllr Turner. It was noted that developing wild flowers is a very slow process, which is improved by animals (such as sheep). At the moment there is a significant amount of grass 'matting'. Cllr Turner is to obtain quotes from Mr O Cornish and also circulate related costs. Cllr Loxton advised that the orientation of the graves depicted on the extension plan should be East-West.

DT

Tall Tree near Cemetery Entrance: An urgent email is to be sent to Mr I Leigh of Hillbank asking if he is still willing to contribute 50% of the cost of removal of this tree, if this were to be considered by the Parish Council.

Clerk

Cemetery Complaints

Contact had been made with the complainants, but two had reiterated their dissatisfaction with the current situation. Cllr Turner offered to contact them explaining that the cemetery is being managed under the guidance of Suffolk Wildlife Trust, that it's a 'real' churchyard (and beautiful for it) and that, perhaps, they might like to join a community working party/make a

- financial contribution. A draft of his proposed communication in this regard is to be circulated. DT
- (b) The Green
- Ditch on the Green: Members had been notified of the recent flooding in this area (which was the second time in two years). A response is awaited from Paul Gant of SCC in this regard. Clerk
- Trees on the Green: It was agreed to enquire of our insurers as to whether there is third party cover in the event of a problem in this regard. Their response will be advised. Cllr Price advised that it would be worth reviewing the precise wording of the policy (specifically for PCs) to ensure appropriateness of cover (re trees and use of green by third parties, etc). Clerk
- Use of the Green for Parking: A request had been received by the Pre-School for permission to use the Green for the parking of vehicles re the Firework Display on Sunday 1 November. This was approved by Members, but it was agreed that the School be asked to be mindful of the ground/weather conditions when guiding drivers to parking areas and to ask them to take particular care so as to minimise damage to the Green. Clerk

14/057 Highways and Footpaths

- (a) Traffic Management.
- Village Road, School Parking and Pavement: Cllr Price had been contacted by Messrs Hamilton-Baillie, a company which had originally quoted an unreasonable charge for an initial meeting. Whilst in this area, Messrs H-B suggested that a meeting could be held to consider the problems being experienced and to run through some possible solutions. Cllr Price felt that their ideas of shared spaces, the removal of street furniture and the village's 'ownership' of the road(s) were quite interesting. He is to notify all Members of H-B's website address and commended that their 'Traffic in Villages - Safety and Civility for Rural Roads: A toolkit for communities' be studied. In line with this strategy, it was suggested that SCC be contacted and asked NOT to renew the centre road markings, as it is believed such a measure helps reduce traffic speeds by 4-5%. He suggested visiting for a day, carrying out an initial review and making a presentation to this village (and others?). The cost in this regard would be approx £1k. Cllr Price considered it an holistic approach to the sort of problems we are experiencing. It was suggested that the proposed meeting with the School Governors be delayed until we hear further from this company. Clerk
- Land to Rear of Primary School: To be discussed with the School Governors, along with the above. Clerk
- Visibility Splays – Banhams Yard: It was noted that emails had been received from BDC Planning Enforcement advising that too much time has elapsed to allow enforcement re the 'problem' wall. Members felt that this was not a satisfactory outcome; restrictions on the wall height were a clear requirement of the planning consent and HPC is frequently receiving complaints about the visibility restriction caused by this lapse. CB/Clerk
- FP6: BDC had advised that, whilst it would be possible for the PC to submit a footpath diversion application, it would require the agreement of the landowner. There would also be questions as to whether the proposal meets various legal tests and who would pay. Further advice could be sought from BDC if the PC wishes to proceed. Cllr Turner considered such a diversion would be useful to improve the quality of the FP. The field is managed by Mr Bob Rush, who is contactable at Hall Farm, Shimpling.
- Pilgrims Lane: SCC had advised that they considered this repair had been successfully undertaken. This item will be removed

from the agenda.

Clerk

- 14/058 Correspondence:
UK Power Networks - Grants: It was agreed to place this on the notice board.
SALC's letter dated 9 September re Elections was noted.
The Widening of PC Recruitment is to be placed on next month's agenda.
The recent email from Daniel Whymark re Removal of Leaves was noted.

Clerk

- 14/059 Matters of report only: Cllr Pask reported on a recent meeting with Radio Suffolk on the subject of WWI. It is noted that the School is proposing to purchase ceramic poppies for each of those local residents, who lost their lives during the War. Cllr Manning's recommended muffled bell peals, to mark each pertinent date of WWI losses, continues.

- 14/060 Matters for consideration at the next meeting: None

The meeting closed at 9 p.m.

Date of next Meeting: Wednesday 5 November at 7 p.m. in the Institute

Approved at the Parish Council Meeting held on Wednesday 5 November 2014