

Hartest Parish Council

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

Present: Cllrs Chris Browning (Chair), David Burr, Howard Hirst, Jo Pask, David Turner and Anna Warren-Thomas

In Attendance: Co Cllr R Kemp, Dist Cllr J Long, Mrs M Burr (Chair of Governors, Hartest Primary School), Mr & Mrs G Penman (Blind Lane), Mr P Chapman (Institute Treasurer), Mr R Moore (Institute H&S Officer) and Mrs P M Lamb (Parish Clerk)

ACTION

- 12/082 Apologies for absence: Cllr S Turner and PCSO H Partington
- 12/083 Approval of Minutes: Following amendment of the minutes of the 7 October, Min 12/077, from: "Cllr Pask is to contact Colin Line to confirm with him that this is permissible" to "Cllr Pask is to enquire of the Arts Class whether there is a problem with others using the parking while they are in the Institute", the minutes were approved and signed.
- 12/084 Matters Arising: None
- 12/085 Declarations of interest: Cllr J Pask re agenda item 10(d): Boxted & Hartest Institute – Request for grant of £1k p.a.
- 12/086 Consideration of Adoption of Dispensation Procedure re Declarations of Interest: Members approved the adoption of this procedure following earlier circulation of this SALC recommended procedure. This item will be incorporated in future agendas and in the Parish Council's Standing Orders.
- 12/087 Public Forum: Mrs Mary Burr invited Members to attend Hartest Primary School's Remembrance Day Service, followed by refreshments, this Friday morning.
Blind Lane: Cllr Kemp reported on his recent site meeting with Cllr Hirst and some of the Lane's residents. It was confirmed that the road surface is "pretty awful" and Glyn French of SCC had advised that no funding was available. Attempts to get someone in the village to repair it had failed. A Mr Brega of Boxted had quoted a sum of £800 to rake, pack material and repair the surface. Cllr Kemp had hoped to put some £600 of his locality money towards this cost – leaving some £200+ to find, which it was hoped the residents, or the Parish Council, would contribute. Mr Penman advised that there would be a slight legal risk if the residents contributed and "if something were to go wrong". He expressed concern about the Lane's current condition bearing in mind it is used by young and old. It was noted that drainage works are to be carried out shortly. It was confirmed that the other main user of the byway (which Cllr Burr advised has permissive rights and a footpath over it) is the Weller Poley/Boxted Estate in order to gain access to its land. It was agreed Cllr Kemp would contact Mr Weller-Poley in this regard. Mr Penman stated that a "restricted byway is a highway at public expense". Cllr Browning advised that, further information is required i.e. is it SCC's responsibility and, if it is not, why it is not. This matter is to be considered again at December's meeting.

Clerk

12/088 Police Report: During the period from 3 October to 6 November 2012 - 0 crimes had been recorded within the parish (compared to 0 crimes for the same period last year).

12/089 Co Councillor's Report
County Care Homes to be Divested

At October's Cabinet meeting in Bury the administration voted to divest its care homes. Thus, SCC will pass over its 16 care homes and 8 wellbeing centres to Care UK (or its funding partner) as part of a 25 year contract to provide care.

The decision also includes an estate development plan, which commits Care UK to providing 10 new purpose built care homes and 10 community wellbeing centres, many of which will be in different locations to the current homes, with the old sites being handed back to the County. SCC has also passed on eight sites for these new care homes, which, due the reduced financial burden on Care UK, will result in lower bed prices in the future.

For more information, including finance and arrangements for sites, see Item No.5 -

<http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=16/Oct/2012&c=The%20Cabinet>

This decision has also been called in to the Scrutiny Committee for a review, and I will update you on the result in due course. In the meantime, for the reasons behind this decision, please refer -

<http://committeeminutes.suffolkcc.gov.uk/LoadDocument.aspx?rID=0900271180a08029>

Suffolk Fire and Rescue Service Fire Merger

Another important item agreed at the Cabinet meeting was for the discussions around greater joint working, between the Suffolk Fire Service, and Cambridgeshire and Peterborough Fire Authority, to continue. The two options are currently either a voluntary combination, or increased collaborative working.

The agreement means that a full business case will now be developed with a view to presenting the preferred option to Cabinet and Full Council in January and February next year. There is a strict time limit on this paper, as the decision must be given to National Government to approve by late February 2013.

Due to this time constraint, a consultation has recently been launched to gauge the public's viewpoint. Unfortunately this means that the full business case will not be available to the public in order to make a decision, which is a concern. If you would like to respond to the consultation, please refer - <http://www.suffolk.gov.uk/your-council/decision-making/consultations/delivering-the-best-fire-service-to-you/>

For a copy of the report submitted to Cabinet in October -

<http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=16/Oct/2012&c=The%20Cabinet>

Police and Crime Panel

The election of a Police and Crime Commissioner will take place on 15 November providing the public with an opportunity to choose an elected head of the Police service in Suffolk.

SCC will also be host to the Police and Crime Panel, which comprises Councillors from each of the authorities to both scrutinise and support the PCC.

For more information on the Panel, including membership and meeting dates see - <http://www.suffolk.gov.uk/your-council/decision-making/committees/police-and-crime-panel-joint-committee/>

New Drivers urged to get in gear

SCC has recently announced that it is to subsidise 250 places on a young driver's course to help build confidence, improve skills and save money.

This decision means that the usual cost of £150 has been reduced to

£30. The course is available for drivers aged between 17 and 19 and helps those, who have passed their test in the last year, identify the risks to which they are exposed and developing coping strategies. The classroom sessions will be held at venues across Suffolk with courses currently at Bury St Edmunds, Ipswich and Lowestoft Fire Stations.

Bury St Edmunds Fire Station: Tuesday 6 November: 4.30 - 6.30pm and Thursday 29 November: 6.15 - 8.15pm

Ipswich East Fire Station: Thursday 15 November: 4.30 - 6.30pm and Tuesday 4 December: 6.15 - 8.15pm

Lowestoft South Fire Station: Thursday 17 January: 4.15 - 6.15pm and Thursday 28 February: 6.15 - 8.15pm

To book on a course, go to www.suffolkroadsafe.net/getingear. For more information, contact Jane Holland on jane.holland@suffolk.gov.uk

- 12/090 District Councillor's Report: Cllr Long advised that at last week's Council Meeting all Members unanimously agreed that the performance of the planning departments in both BDC and MSDC was very poor and thanked Cllrs Burr and Kemp for their work in this regard. Additional officer support is to be provided and such costs defrayed equally. Cllr Long referred to a Community Engagement initiative involving all Parish Councils; Mike Hammond of BDC would be happy to speak to us re this, which relates to what's good about doing business in Babergh and what type of people are involved in business community activities. Cllr Long is to provide a questionnaire for circulation and completion.

JL

12/091 Finance & Administration:

- (a) Copies of the finance schedule were circulated to Members.
- (b) Receipts:
 - £500 – Minor Grant from BDC re Parent & Toddler Group application.
 - £500 – Locality Grant from Cllr Kemp re Jubilee mugs.
 - £490 – Jubilee Mug Sales (PC's contribution: £550)
- (c) Payments: The following items were approved for payment:
 - Boxted & Hartest Institute - Hall hire 5.9.12: £20.00
 - SALC – Payroll Service to 30.9.12: £16.80
- (d) Boxted & Hartest Institute Funding Request: A request in the sum of £1k p.a. had been received. Members were advised that reduced income and high running costs could soon lead to a funding shortfall. It was noted that the Institute has a Booth Endowment Fund, which provides some income, but carries very restrictive conditions in that it can only be spent on repairs and maintenance. It was hoped to replace the hall's two very large, old windows. Discussions followed on how to increase income, how other villages are coping, possible fundraising events, the possible use of s106 monies and the possible siting of a bottle bank in the car (although the resulting wear and tear was a concern). The Institute members are to consider the above, and report to the PC for further discussion next month.
- (e) Possible subsidy to 'Contact' magazine: This item was deferred to the December meeting, when Cllr Burr would provide figures.
- (f) Budget/Precept 2013/14: Members agreed to defer this item to December's meeting in the light of NALC's advice in this regard.
- (g) Dog Fouling: Cllr Browning advised that a letter had been sent to Cllr Hirst by Mr & Mrs Worrall of the Old Rectory, the tone of which was quite distressing. It was agreed that Cllr Browning, as Chair of the PC, would reply to this. In the meantime, the dog litter bin order would be placed on hold. It was further agreed that the earlier Police suggested wording on dog fouling for use in newsletters etc would be reviewed and published as a flyer to be distributed along with 'Contact'.
- (h) PAYE Real Time Information: Members were advised that, in line with HMRC's edict, SALC will in future be submitting tax payments

Clerk

DB

Clerk

CB/Clerk

Clerk

on a regular, quarterly basis, rather than annually as hitherto.

12/092

Planning:

- (a) Decisions received: None
- (b) Withdrawn applications: None
- (c) New planning applications: None
- (d) New planning applications received since the date of this notice: None
- (e) Tree Preservation Order/Tree Conservation Area Application: None
- (f) Appeals: None
- (g) Other Planning Matters

Neighbourhood Plan: The Clerk advised that, following last month's meeting on the subject, six residents had volunteered to form a Working Party to drive forward this project. It was also agreed that two PC Members would participate; one as a regular participant and a second on a rota basis. Cllr Burr offered to speak to these individuals and to report back to the next PC meeting. He also offered to be the PC's regular representative on the Working Party, but did not wish to lead it. Cllr D Turner stated that he would be happy to attend on a rota basis along with another Member.

DB

DT

Social Housing – Banhams Yard: Following a brief discussion previously on the matter, Cllr Browning wondered if a Village (or Community) Trust (completely separate from the Parish Council) might be feasible. Cllr Burr advised that funding might be achieved through villagers lending money to enable the purchase of this property and a community mortgage raised. Rent would then be received, but it was thought likely that this would be required for maintenance, etc. It might then be possible to have two social houses. A site could be identified and the removal of the social housing condition sought, which would enable the sale of the original property on the open market. From those funds realised (say, £100k-£200k), it should then be possible to achieve two social houses. A housing association might contribute, say, 50%-70%. Cllr Burr is to discuss this matter with the Neighbourhood Plan Working Party. Cllr Browning is also to speak to the two people, who originally proposed this idea. It was thought likely that this project would be driven by a group separate to the Neighbourhood Plan WP.

DB

CB

12/093

Green, Cemetery and Churchyard

- (a) Cemetery

Adjoining Land: Cllr Pask reported that she is awaiting advice from Chadacre Estate.

JP

Jubilee Hedging: Cllr Pask advised that this is to be planted inside the metal fence on Saturday morning along with the Jubilee Oak, which Michael Feather suggested could be planted on the boundary line of the existing new land.

JP

Fees, Procedures etc: Cllr D Turner provided an example of the proposed cemetery leaflet. Members agreed to the leaflet in its present form, but on a heavier weight (100 gsm) cream paper.

Management: Cllr D Turner is meeting Mr O Cornish on Saturday to ask him to carry out additional strimming around the graves and to discuss the straightening up of unstable headstones on a rolling programme in co-ordination with Mr M Ashman. Cllr Turner will advise additional costs at the next meeting.

DT

The Green

- (b) Re-painting of Post Box on the Green: Cllr Hirst has been asked to send a photograph of this box to the Royal Mail.

HH

- (c) Possible Re-introduction of One Water Pump: Cllr Pask advised that, following a discussion with a BDC Planning Officer, her proposal to re-introduce a water pump (and possibly a water

- trough) was considered acceptable. This will be progressed. JP
- (d) Pear Tree Cottage/The Crown: Following Mrs H May's letter advising that the ditch in front of The Crown is not her responsibility, Cllr Turner is to continue discussions with SCC/Greene King. Mr Graham of Pear Tree Cottage is to be asked to level the spoil he had excavated from the ditch. DT Clerk
- (e) Trees on The Green: An inspection of the trees had been held with Mr D Stanmore of Eco Systems, whose quotation is awaited and will be expedited. It was noted that, if approved, Mr Stanmore would make the appropriate arrangements with BDC's Arboricultural Officer. He advised that any application made to BDC to cut down the tree in front of Appleby Cottage would be refused. It was noted that most of the trees on the Green would require crown lifting. The tree in front of Rendles was considered not to be at risk of splitting. Re the Ash Tree, it was understood that SCC could check its core. Clerk
- Strengthening of Hartest Church Bridge: Following the recent meeting with SCC's Bridge Engineer, it was agreed that Cllr Pask would speak to Mr C King re the possible use of his nearby land for a 20m x 30m temporary compound during the scheduled bridge works. JP

12/094 Highways and Footpaths

- (a) Traffic Management
Speed Signs
Parking outside School and Banhams
It was agreed that, due to shortage of time, these items would be carried over to the next meeting.
- (b) Footpaths/Highways
Drainage and Pot Hole Problems: This item is also to be carried forward.
(It was noted that the recently circulated, updated schedule provided by Paul Gant had made no reference to the potholes in The Duddery and Workers Hill. A request to expedite this work would be made.) Clerk
Blind Lane: See Min 12/087 – Public Forum above.
Ash Tree o/s White Cottage: SCC plans to trim this tree on the 20 November and will use two way traffic lights while the work is being done.

12/095 Correspondence

- Email dated 12.10.12 from Mrs S Lewis re Conservation Area Appraisal notification. Mrs Lewis felt the notification given in this regard could have been longer to allow greater attendance. It was agreed that the Clerk would advise Mrs Lewis that, given the notice the PC itself received, this was the earliest 'Contact' edition possible. Clerk
- Email dated 17.10.12 from Mrs M Winterbone re helicopter noise and interference. The PC discussed this matter and looks forward to hearing the outcome of her correspondence with the MoD. Clerk
- Email from Lawshall PC dated 22.10.12 enquiring re broadband speed problems. No problems had been experienced in this regard. Clerk
- SEBC: Forest Heath DC and SEBC - Joint Development Management Policies Submission Consultation Document)
- Suffolk Fire Service Consultation)
- Forest Heath & SEBC Joint Affordable Housing Sup Plg Doc (SPD Consultation) No responses were considered necessary re the above.
- Adult social care transformation and Sudbury area engagement workshop Thursday 29 November – email 1.11.12: Cllr Burr to report to the next meeting. DB
- Suffolk Hedgerow Survey Newsletter – To be circulated

12/096 Matters of report: Nothing to report.

12/097 Matters for consideration at the next meeting: Speed signs, Parking outside School and Banhams, Drainage and Pot Hole Problems.

12/098 The meeting closed at 9.30 p.m.

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

Approved at the Parish Council Meeting held on 5 December 2012