

# Hartest Parish Council

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## Minutes of the Meeting of the Parish Council held in the Institute on Wednesday 4 December 2013 at 7pm.

Present: Cllrs Chris Browning (Chair), Jo Pask, David Turner, Scilla Turner & PCSO  
In Attendance: Mrs P M Lamb (Parish Clerk)

### ACTION

- 13/101 Apologies for absence: Cllr Anna Warren-Thomas, Co Cllr R Kemp, Dist Cllr James Long and PCSO H Partington
- 13/102 Approval of Minutes: The minutes of the meeting held on the 25 November were approved and signed.
- 13/103 Matters Arising: None
- 13/104 Dispensation Requests re Declarations of Interest: None
- 13/105 Declarations of interest: None
- 13/106 Public Forum: Cllr Browning invited Mr S Davis to outline his planning application, no B13/01283/FUL: Westcroft, Somerton Road: Erection of 1 no detached two storey dwelling (part of existing garage to be demolished) and construction of new vehicular access for use by Westcroft (existing vehicular access for use by new dwelling). Mr Davis advised that this proposal is to enable his in-laws, who are currently in their late 60s, to move closer to his home. The plans were considered and discussed.
- 13/107 Police Report: It was reported that no crimes had been committed since the last meeting (which was the same for this period last year). Cllr Pask raised the perennial issue of the dangers posed by the parking of vehicles outside the school and the attendant risk to adults and children alike. Members acknowledged that there is insufficient parking available outside the school, but advised the PCSO that the car park behind the Institute may be used for parking. It was requested that the Police enforce parking restrictions and speed limits by sporadic checks.
- 13/108 County Councillor's Report: No report received.
- 13/109 District Councillor's Report: No report received.
- 13/110 Planning:
- (a) Decisions received: Permissions granted:
    - B/13/01122/LBC/CLD: Elizels Cottage, Shimpling Road: Internal alterations on the first floor.
    - B/13/01215/TCA: Westcroft, Somerton Road: Crown reduce by 25% and trim back by 2m 1 no Lime tree
    - B/13/01249/TCA: Bell House, The Row: Remove 2 no Leylandii trees and crown thin 1 no Laburnum, 1 no Yew, 1 no Maple and 1 no Sycamore tree.Permission refused:
    - B/13/01035/FHA/NC: Pompes, Shimpling Road: Erection of side extension (following demolition of existing barn).
  - (b) Withdrawn applications: None
  - (c) New planning applications:
    - B13/01283/FUL: Westcroft, Somerton Road, Hartest Erection of 1 no detached two storey dwelling (part of existing

garage to be demolished) and construction of new vehicular access for use by Westcroft (existing vehicular access for use by new dwelling). Following consideration of the plans, Members agreed to support the proposal. It was noted that this PA carries a s106 contribution of £1.2k (if permitted and built).

Clerk

B/13/00812/ADV: Application for Advertisement Consent - Erection of Externally Illuminated Signage (post facto): Members were happy to support the scheme, but unhappy that the work had been done before permission was obtained.

- (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: Cllr S Turner reported on the recent meeting, when they met the officer responsible for these Plans and emphasised their importance. A simple Statement of Intent will need to be submitted through the Parish Council. In planning terms, Hartest is classified as a hinterland of Glemsford. Cllr Turner advised that, having a NP, would not actually prevent a neighbouring landowner from applying to develop a site. There are approx 50 hinterland villages looking for between 5 and 10 houses. A further meeting is to be held re the next steps to be taken.

ST

Social Housing – Banham’s Yard: An email had been received From Dist Cllr James Long advising that he is due to meet Christine Thurlow early in January to discuss additional meeting dates for her to attend another PC meeting and, perhaps, PC Members meeting her at BDC.

13/111 Finance & Administration:

- (a) Parish Council Vacancies: Cllr Browning advised that, since the last meeting, the resignations of Cllrs Burr and Hirst had been received. These were noted, with great disappointment, and, on behalf of the Parish Council, Cllr Browning wished to extend our thanks for their substantial contributions to the PC. Permission to co-opt two new councillors is awaited.

Clerk

- (b) Receipts: £108.20 had been received from Mr M Feather and Cllr J Pask re purchase of surplus hedging plants following the recent planting working party in the Cemetery.

- (c) Payments: The following items were approved for payment:  
Sandy Lane Nursery: Hedging Shrubs for Cemetery: £822.90  
Ecosystems Tree & Groundcare Ltd: Works to Weeping Ash in Cemetery: £240  
Shortfall error on Clerk’s salary (July to Sep 2013): £44.00  
Suffolk Acre Services: PC Annual Insurance: 1 Oct 2013-30 Sept 2014: 565.15

Clerk

- (d) Budgets and Precept 2015/16: Members had received the latest financial spreadsheet for the year to 5 November 2013 and discussed the likely expenditure for 2015/16. A provisional budget of £10,365 was discussed. Cllr D Turner is to seek confirmation as to the likely day charge to be made in respect of the straightening of some of the fallen Cemetery headstones with a view to incorporating this in the 2015/16 budget (currently estimated at £10,365; an increase of approx 2% on last year). The budget and precept are to be reviewed, and agreed, at January’s Parish Council meeting before submission to BDC. In this connection, enquiries are to be made as to whether s106 monies, currently held by BDC, may be used.

DT  
ALL

- (e) Possible PC Article in ‘Contact’: Following further discussion on this matter, it was agreed that Cllr Browning would prepare

Clerk

an article in this connection at the year end.

CB

(f) Grant Applications:

Institute: Cllr Pask advised that the Institute has yet to hold a meeting since receiving the PC's letter in this connection; this will be discussed in the near future.

Pre-School: An application had been received seeking £600 towards Interactive Learning Diaries (with the balance of £480 being sought through fundraising). Members were happy to provide funding of £400 and would issue a cheque in this sum, when the decision to purchase is made. The Pre-School is to be advised accordingly.

Clerk

13/112 Green, Cemetery and Churchyard

(a) Cemetery

Environmental Management: An email, sent from the Bugg Family, and relating to the grave of Mr & Mrs Bugg (in the old part of the cemetery) was read out. The Family was asking the PC to look at the plot, which they advised is overgrown and the surroundings possibly untended and they are, therefore, finding it difficult, due to their reduced mobility, to access the grave.

Having discussed the particular situation of this grave, it was recommended that the Family accesses the Cemetery from the slope on the lower part, which they may find easier.

Unfortunately, the Family has not been tending the grave and the metal headstone has tilted. In that area it is acknowledged that the ground is very uneven and there are also a number of mole hills. The Family is to be advised to ask an able bodied relative to accompany them. Some thought was given as to the possibility of introducing a graduated access (if it were feasible and possible to use s106 monies).

Clerk  
JP/DT

It was agreed to write thanking them for their interest but to advise that there are a number of problems, which can't be resolved in the short term; uneven ground, molehills and recommending that an able bodied person accompanies them to help lay their wreath.

Clerk

Cemetery Planting Scheme: Cllr Pask reported that all the hedging had been planted – with sincere thanks to the 17 people who had assisted (including 4 children).

Cllr Pask also advised that Howard Hirst had asked if he could have the cut wood from the Weeping Ash, which had recently been made safe.

Cllr D Turner is to liaise with Ralph Carpenter re the work to the conifer. (Mr Cornish had submitted a quote of £30 in this regard; he is to be advised that we have found some volunteers to deal with this.)

DT/Clerk

Remaining (Main) Cemetery Plots: Cllr Pask advised that she had spoken to Ralph Carpenter, who was unable to assist with copying the original cemetery plans. It was agreed that this would be brought to the next meeting and Cllr Pask would obtain copies of this fragile document.

Clerk/JP

Layout of Cemetery Extension: Cllr Pask offered to contact BDC in an effort to ascertain a suitable software package to outline the site (and its plots), whilst reserving an area at the top for interred ashes. Once the aforementioned work is done, and the footpaths identified, there may be an opportunity to sponsor a few trees, a bench or perhaps part of the boundary. Cllr D Turner also suggested planting trees along the boundary railings.

Clerk/JP

Consideration might also be given to the possible purchase of commemorative plants. The Clerk advised Members of a recent request to place a commemorative bench on the Green. Whilst this is not possible, it may be possible, in the future, to place one in the Cemetery.

Clerk

- (b) **The Green**  
 Trees: Cllr Pask reported that she had advised the owners of Sturgeon Hall to contact Mr D Pizzey of BDC re maintenance of the Lime tree on the verge outside their property, which is the responsibility of SCC.  
 Ditch near The Crown PH: Cllr D Turner advised that he had held a meeting with a local drainage company re feasibility and costs in this regard. The basic cost of a land drain, running from the Green to the stream, was quoted as £4k. Such an installation would also risk damage to the trees along the boundary of the Green and to some old and protected trees near The Old Vicarage. Following discussion re costs and potential problems in installing such a drain, Members agreed that it could take this matter no further. It was further agreed that the PC would write to Mr Graham advising him that, after some 18 months' investigation in this regard, the final, insurmountable obstacle was the likely damage to the historical trees on the Green. A further letter would be sent, at a later date, asking Mr Graham to remove/reduce the soil removed from the ditch. Clerk

13/113 Highways and Footpaths

- (a) Traffic Management  
 Speed Signs: Cllr D Turner advised that there is a vehicle activated sign currently near Stowe Hill and confirmed that the village is included on SCC's VAS sign list and, as such, could expect to see those signs deployed 2/3 times, for approx 3 weeks, p.a. Cllr Browning thanked Cllr Turner for his work in this connection. It was agreed that this item would be removed from the agenda. Clerk  
 Hartest Hill and Bridge: Paul Gant had been notified of the PC's decision to accept his proposals re signage here in an effort to improve the safety of the road and Members' belief that the 30 mph sign is too close to the village.
- (b) Footpaths/Highways:  
 Cllr Pask advised Members that someone had half strimmed the bank by the School and had left the narrow grass verge in a dangerously muddy/slippery state. It was agreed that a request would be made to have that area replaced by a tarmac surface. Clerk  
 Footpath 1-15 The Row: It was reported that a number of hedges are currently overgrown and encroaching/overhanging this footpath. Residents are to be asked to prune these following complaints. It was also noted that there is still a problem with surface water drains near the school entrance. A request will be made for these to be jetted. Clerk  
 Smithbrook Lane to River: Cllr Pask reported that a concrete barrier has been installed to prevent people falling into the river. Residents had advised Cllr Pask that they are unhappy with its appearance. Cllr Pask is to take a look at the situation. Clerk  
 Cllr S Turner added that, in the same area, on one side of a footpath, a hedge has been cut back and, on the other side, there is a drop of some 15'. At the time of the meeting, there was no water in the ditch, but it was thought to be sufficiently dangerous to necessitate the drop and ditch being fenced off. It was thought that, perhaps, the land may belong to the Weller-Poley estate. Cllr Pask is to ascertain the FP number, and the matter would be referred to Patrick Scrivens at SCC. (Post meeting, Cllr Pask advised that this is FP16.) JP/Clerk

13/114 Correspondence: None

13/115 Matters of report only: Members requested the re-issue of the 2014 meeting dates. Clerk

13/116 Matters for consideration at the next meeting: Budget and precept requirements for 2014/15.

13/117 The meeting closed at 9.15 p.m.

Date of next Meeting:

Wednesday 8 January at 7 p.m. in the Institute (subsequently changed to **Wednesday 15 January at 7 p.m.** in the Institute.)

**Approved at the Parish Council Meeting held on the 15 January 2014**