### **Hartest Parish Council**

# Minutes of the Meeting of the Parish Council held in the Institute on Wednesday 2 January 2013 at 7pm.

Present: Cllrs Chris Browning (Chair), Howard Hirst, Jo Pask,

David Turner, S Turner and Anna Warren-Thomas

In Attendance: Co Cllr R Kemp, Dist Cllr J Long, Mr P Chapman (Institute

Treasurer), Mr R Moore (Institute H&S Officer) and Mrs P M Lamb

(Parish Clerk)

**ACTION** 

- 12/116 Apologies for absence: Cllrs D Burr and PCSO H Partington
- 12/117 <u>Approval of Minutes</u>: Following amendment of the minutes of the 2 January: Min 12/110 (a) Fees and Leaflet, from "Cllr S Turner confirmed that these had been approved....." to Cllr D Turner confirmed .....", the minutes were approved and signed.
- 12/118 Matters Arising: None
- 12/119 <u>Dispensation Requests re Declarations of Interest</u>: None
- 12/120 <u>Declarations of interest</u>: Cllr J Pask re agenda item 10(c): Boxted & Hartest Institute Request for grant of £1k p.a.
- 12/121 <u>Public Forum</u>: Dist Cllr Long reported pot holes in the road at The Duddery; it was confirmed that their repair had already been requested.
- 12/122 Police Report: During the period from 5 December to 2 January 2013 0 crimes had been recorded within the parish (compared to 0 crimes for the same period last year). Residents are reminded to remain vigilant with home and vehicle security; Lavenham, Cockfield and Long Melford have suffered burglaries; garage break-ins and oil tank thefts. Police are conducting patrols to target suspects and crimes and are urging residents to make contact if any suspicious persons or vehicles are seen in the area.

#### 12/123 Co Councillor's Report

Cllr Kemp advised that he will review the Blind Lane matter following completion of the scheduled drainage works. Alternately, funding of the ditch works on the Green may be considered.

Concessionary Fares update – questions left unanswered

The opportunity to ask questions of the Cabinet was refused at the last meeting when this item was discussed. As a result of the campaign over the last two years, the Cabinet was forced to look again at the original decision to provide only the statutory minimum free travel with a bus pass, i.e. on weekdays, pass holders are limited to travel between 0930 and 2300 hours; 24 hour free travel for disabled users and from 9am for elderly users were to have been sought.

For more information, and a copy of the report, as well as the letter sent from the Equality Human Rights Commission -

 $\frac{http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=11/Dec/2012}{\&c=The\%20Cabinet}$ 

Ipswich Park & Ride Consultation (see

http://www.surveymonkey.com/s/IpswichPR2012

There are only three questions in the consultation;

1. Would it be acceptable to use buses, which are not dedicated to the

- P&R scheme to deliver the service as long as a high frequency service is still maintained?
- 2. If the services were changed so as not to offer the cross town link, would this seriously disadvantage you as a passenger? (Currently the P&R services are linked to each other so that a bus leaving one site goes all the way through Ipswich to the other site. A proposal is that the scheme reverts to its original operation with buses from each site going to the town centre only and returning to the same site. This may have the effect of improving reliability but may require some passengers to change buses in the town centre).
- 3. If staff were not present on site, would this have an impact on your journey? (Currently the P&R sites are manned whilst the service is operating in order to assist passengers and ensure that the facilities are kept to a high standard. A proposal is that the buildings could be used in a different way that still provide basic facilities (rest rooms etc) to passengers but without staff being present at all times.)

The deadline for this survey is the 5 January, but late submissions will be accepted.

<u>Fire Merger Update</u>: SCC is still consulting, until 14 January, on the potential Fire Merger between Suffolk and Cambridgeshire Fire Services; for more information; <a href="http://www.suffolk.gov.uk/your-council/decision-making/consultations/delivering-the-best-fire-service-to-you/">http://www.suffolk.gov.uk/your-council/decision-making/consultations/delivering-the-best-fire-service-to-you/</a>

The timescale for this is now April 2015, rather than the earlier date of 2014.

## December Cabinet & Full Council Round-up

Other items of interest -

- Suffolk Rail Prospectus where SCC has set out a number of improvements it wants to see to the East Anglian franchise, including better trains and speed of trains to London.
- Suffolk Agreed Syllabus for Religious Education
- Final Report of SCC's Farms Policy Development Panel
- Highway Functions undertaken by District and Borough Councils
- Local Flood Risk Management Strategy for Suffolk
- Procurement of Highways Services to award Balfour Beatty Living Places as part of a £200m contract over five years, with the possibility of extending this to ten. The company will be responsible for the design and implementation of highways maintenance and improvement works, winter gritting, street lighting, traffic signals and bridge work throughout the county.

#### For papers, refer

 $\frac{\text{http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=}11/\text{Dec/20}}{12\&\text{c=The}\%20\text{Cabinet}}$ 

There was also a Full Council in December, however the meeting did not have a significant agenda (mainly covering a number of annual reports, from the Scrutiny and Audit Committees and a report on the Council's Property. For further information:

 $\frac{\text{http://committeeminutes.suffolkcc.gov.uk/meeting.aspx?d=20/Dec/20}}{12\&c=County\%20Council}$ 

#### New Youth Travel Provision on the Cards?

The next Cabinet meeting will take place on 29 January. Agenda items will include SCC's budget before submission to Full Council, and the Final Report of the Locality Funding Policy Development Panel. Also on the agenda the possible implementation of a new Suffolk Travel Card Scheme for young people.

Cllr Pask advised regret re the closure of the Bury P&R facility and advised that there is now no direct bus from Hartest through to Sudbury. Cllr Kemp promised to investigate this.

#### 12/124 District Councillor's Report:

Cllr Long advised that Babergh Councillors are working on an Emerging Visions and Emerging Strategic Priorities for Babergh, which is currently in draft form.

RK

Emerging Vision for Babergh

• We will increase the potential of individuals, communities and businesses to thrive and flourish.

Emerging Strategic Priorities

- In order to do this we will engage proactively with businesses, partners and communities to:
  - Support and facilitate active, healthy and safe communities where people can thrive.
  - Shape, influence and provide the conditions to deliver growth whilst protecting and enhancing our environment.
  - Achieve the right mix and supply of housing.

Further work will be needed to develop and refine the above. In December, Full Council agreed that:

- Second Homes should have the 10% discount removed from their Council Tax
- Empty Homes:
  - Property empty and unfurnished (current 100% exemption up to 6 months): Proposal 100% exemption for 4 weeks then no reduction.
  - Property empty and substantially unfurnished and undergoing major repair or structural alterations to render the property habitable (current 100% exemption up to 12 months). Proposal 30% exemption day 1.
  - Property unoccupied and in the possession of the mortgagee no exemption in future.

Local Council Tax Support Scheme 2013/12

Council Tax Benefit is currently funded by the Department for Work and Pensions as a reimbursement of Council Tax Benefit expenditure according to nationally set criteria. From 1 April 2013 the Local Council Tax Scheme will be distributed by the Department for Communities and Local Government to local authorities through a cash limited grant. The exact amount is yet to be confirmed. It is believed that the headline amounts to be made available could be at least 10% and possibly up to 14% less than currently received. The distribution will be formula based. Again, the above is still awaiting confirmation.

#### 12/125 Finance & Administration:

- (a) Copies of the finance schedule were circulated to Members.
- (b) Receipts: £9.83 Annual Wayleave Rent from UK Power Networks.
- (c) Payments: The following items were approved for payment: Boxted & Hartest Institute Hall hire 3.10 & 7.11.12: £42.00 Mrs P Lamb: (Clerk's Salary etc (Sep-Dec 2012): £624.76 (Reimbursement re Kall Kwik printing: £16.20

Post Office Ltd (for HMRC) Sep-Dec 2012: £134.60

(d) Boxted & Hartest Institute Funding Request: It was agreed this item would be considered along with the Budget for 2013/14.

(e) Budget/Precept 2013/14: Members reviewed, and confirmed, the budget figures proposed at the last meeting, as follows:

Salaries/Travel: £3,000 (as previous year)

Office Admin: £200 (ditto)

Insurance: £579 (increase of £229 due to increased charges)

Subscriptions/Establishment: £800 (as previous year)

Elections: £100 (ditto)
Training: £400 (ditto)

Advertising/Website: £90 (increase of £40 due to increased

charges)

Grass Maintenance: £3,110 (increase of £110); there will be an

Additional £400 for grave strimming

Trees: £500 (as previous year, but it was noted that approved

tree works on the Green would cost £800)
Cemetery Extension: £300 (reduction of £200)

Traffic: £0 (as previous year)

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Clerk

Grants: £900 (ditto) Total: £9,979

Members agreed to seek a precept of £9,180 (representing a 2% increase over previous years) and to meet anticipated shortfall of £799 from reserves.

Following discussion re the Institute's funding request, it was agreed to review this matter after estimates for the required replacement window had been received. Whilst acknowledging the value of the Institute to the village, Members did not wish to commit to an ongoing financial arrangement but agreed to look favourably on any project led applications targeted at revenue increases, or to consider assistance regarding any projected deficit. The possible use of \$106 monies held by BDC was also considered, although, currently, such application of those funds would not be permitted. Cllr Kemp recommended making representation to BDC in this regard, since MSDC had permitted a similar use of these funds.

Clerk

- (f) New bin emptying charges for 2013 were noted.
- (g) Website: Members agreed the Parish Council should express its appreciation to Sue Lewis and Joy Banham for their sterling work in respect of the village web site.

CB/Clerk

- 12/126 <u>Planning</u>: The following information had been confirmed by Cllr Burr as at 21 December:
  - (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: It was agreed, in the absence of Cllr Burr, to defer this matter to February's meeting. It was noted that the first meeting of this working party is to take place on 8 February. Social Housing – Banhams Yard: Cllr Browning confirmed that this matter would not form part of the Neighbourhood Planning Group's remit but is expected to be the responsibility of a completely separate Village/Community Trust. Cllr Kemp advised that Messrs Hastoe Housing is experienced in setting up social housing. A report on this matter is awaited by Cllr Burr.

DB

DB

#### 12/127 Green, Cemetery and Churchyard

(a) Cemetery

Adjoining Land: Cllr Pask reported that she is still awaiting advice from Chadacre Estate. It was agreed that Cllr Pask would issue a further email in this regard. It was also agreed that, if necessary, a subsequent request would be issued to the Estate Manager seeking permission to plant a hedge in the area discussed. Jubilee Hedging: Cllr Pask reported that this has been planted with the help of a number of villagers.

JP

Fees, Procedures etc: The cemetery leaflet has been provided, in electronic format, to the Parish Clerk. It was agreed that a copy of this would be placed on the notice board on the cemetery gate. It was noted that this new notice board needs to be resealed; Cllr Warren-Thomas agreed to get this done.

Clerk

**AWT** 

Environmental Management: Cllr D Turner reported that Mr Cornish has purchased a rake for work required to be undertaken in the cemetery. He will advise at the next meeting the additional costs re strimming around the graves and straightening up unstable headstones on a rolling programme in co-ordination with Mr M Ashman.

DT

(b) The Green

Trees: Following his inspection, Mr D Stanmore of Eco Systems, had provided a verbal quotation (with a written one to follow) of £800 to crown lift all the trees. Members agreed to accept this quotation.

Clerk

Ditch near The Crown PH: A meeting is being held with Greene King on 3 January to discuss this problem.

#### 12/128 Highways and Footpaths

(a) <u>Traffic Management</u>

Speed Signs: Cllr Burr's report re the regulations on the siting of a Speed Indicator Device is awaited.

Footpaths/Highways

CB

Pot Hole Problems: It was noted that only two potholes had been repaired since receipt of Highways' proposed repair schedule on the 22 June. It was agreed that an email would be sent to Mr Gant thanking him for that work but advising also that Members are "losing face" with residents on this matter due to the poor performance. A copy of that schedule is to be sent to Cllr Kemp.

Blind Lane: See Min 12/123 – Public Forum above.

Clerk

12/129 Correspondence

Donation request from East Anglian Air Ambulance.

12/130 <u>Matters of report</u>: Cllr Hirst enquired as to how information received re funding is disseminated around the village. The Parish Clerk advised that this is circulated to known interested parties. Cllr S Turner volunteered to ensure that such information is circulated as widely as possible.

ST

- 12/131 <u>Matters for consideration at the next meeting</u>:
- 12/132 The meeting closed at 8.50 p.m.

<u>Date of next Meeting</u>: Wednesday 6 February at 7 p.m. in the Institute

Approved at the Parish Council Meeting held on 6 February 2013