

Hartest Parish Council

DRAFT Minutes of the Parish Council Meeting held in the Institute on Wednesday 5 October 2016 at 7pm.

Present: Cllrs Chris Browning (Chair), David Burr, Will Luttmann-Johnson, Jo Pask and Nick Price

In Attendance: Co Cllr R Kemp, Dist Cllr J Long, 1 Member of the Public and Parish Clerk

16/063 Apologies for absence: Cllr Neil Chappell

16/064 Approval of Minutes of Meeting held on 7 September 2016:
Cllr Pask requested the following deletion be made from Min 16/056:
"Cllr Pask offered to ascertain whether it may be possible to use the School's swimming pool during holidays." Following agreement to this, the full minutes were approved and signed.

16/065 Matters Arising: None

16/066 Declarations of Interest: None

16/067 Public Forum
The only member of the public present wished to hear the discussion re Item 11 – Hedge from PC notice board to School, The Row. It was agreed to move this item up the agenda.

16/068 County Councillor's Report: Co Cllr Kemp's October report had been circulated, and is attached, in which mention is made of the following:
Rogue 'Fish Merchants' selling door to door, Devolution (Potential for money to come to Suffolk (as Norfolk has expressed no interest)), Suffolk Schools/Ofsted 82% of schools rated as 'good' or 'outstanding'.

16/069 District Councillor's Report: Cllr Long advised that, BDC and MSDC are to Relocate to Endeavour House in Ipswich; although the majority favoured this, many would have preferred Hadleigh or Needham Market instead. He added that there may be regional offices as well. Cllr Browning suggested that perhaps linking up with West Suffolk in BSE would have been preferable. Endeavour House has minimal parking facilities and accommodates not only SCC, but also the Fire Service, part of the NHS and ANO.
Cllr Long advised that he is in communication with BDC re Banhams Yard and had liaised with the PC Chair and Clerk in this regard. A new officer (Tom Barker-Asst Director, Planning Growth) is now dealing with this matter, and is keen to liaise directly with the PC. Cllr Burr wanted to know what has happened to the compensation sum of £87k (in lieu of the identified 'affordable home'). The officer charged with investigating the matter (the aforementioned Tom Barker) has had ten years' experience at MSDC. Cllr Burr requested that the PC has a separate meeting on this matter and this was agreed.
Cllr Burr requested that the PC has a separate meeting with him, which was agreed and is to be arranged.

Clerk

16/070 Item 11(d) Hedge from PC Notice Board to School, the Row was brought forward. Cllr Pask advised that a number of complaints had been received about this hedge, which encroaches on the footpath (in contrast to the tidy School hedge which doesn't). SCC, which owns part of this hedge (with the residents of the adjacent property), is willing to discuss the matter on site with the residents and the PC. The owners are concerned about their privacy if the hedge were to be

removed. It was agreed that Mr Paul Gant of SCC would arrange a site meeting with the residents and the PC.

JP

16/071 Finance & Administration

- (a) Bank Balances as at 30.9.2016: Current: £4,598.95
Savings: 25,714.74: £25,650.99 Total: £30,313.69
- (b) Receipts: 5.9.16: 2nd half of Precept: £5,294.50
- (c) Payments: The following were approved for payment:
 - Ratification of PC Insurance: Payment approved at Meeting on 13.7.16 in the sum of £592.05 (no cheque drawn), but, following submission of latest (lower) sculpture valuation, the premium was reduced to £342.58 (Chq No 100149 was therefore drawn.)
 - Clerk's Salary and Mileage: 1 July–30 September 2016: £482.36 (Nett) + Mileage £33.75: Total: £516.11 Chq 100150
 - Clerk: Printing Inks: 1x 4 colour cartridges: £261.48 Chq 100151
 - HMRC: PAYE: July-September: £109.40 Chq 100152
 - Places4People Ltd: NP Planning Consultancy Jan-Sep 2016: £3,750.00 Chq 100153
 - OGS Cornish: Grounds Maintenance: Jun-Sep 2016: £877.50 Chq 100154
- (d) Budget 2016/17: Expenditure YTD/budget was reviewed and found to be satisfactory (with a minor amendment to NP VAT recording). The Clerk is to provide a further schedule comparing the extrapolated YE/Budget. Clerk
Account Transfer: An authorisation letter in this regard – transferring £10k from the Active Saver to the Current Account was signed.
Telephone Banking Waiver Form: A form to permit the Parish Clerk to transfer monies between the PC's accounts (only) is being sent for authorisation/signing. Such transfers will continue to be recorded in the appropriate PC minutes.
Councillors' Responsibilities: This is to be reviewed (updated as necessary), and circulated. It was recalled that Cllr Chapple had expressed an interest in providing the required financial oversight; this is to be confirmed with him and added to his list of responsibilities. Clerk
- (f) Possible Listing of School as a Community Asset: Cllr Burr confirmed that the required documentation had been submitted. DB
- (g) PC's Pension Responsibilities: Following registration of the PC in this regard, the main effective date (i.e. the staging date) is 1 January 2017. It was agreed that the booklet re this would be circulated, by email, to Members. Clerk
- (h) Boundary Commission: No further action until the warding patterns consultation due in March 2017.
- (i) PC Vacancy: Advertisements had been placed in 'Contact' and on the web site; no applications had been received to date.

16/072 Planning

- (a) Decision Received: None
 - (b) Withdrawn Application:
 - B/16/00964: Springfield, Brockley Road: Erection of 4 no. two-storey detached 4 bedroom dwellings, with detached double garages to plots 2 and 4, and erection of 2 no. two-storey semi-detached 2 bedroom dwellings (following demolition of existing bungalow and outbuildings).
 - (c) New Planning Applications:
 - B/16/01289: Pampas, 15 The Row: Erection of replacement detached garage, alterations to porch approved under B/0701824 and rendering of host dwelling. Members were happy to support this PA. Clerk
 - (d) New planning applications received since the date of this notice:
 - (e) Tree Preservation Order/Tree Conservation Area applications:
 - (f) Appeals: None
- Other Planning Matters
Neighbourhood Plan: Cllr Price advised that a meeting of the Working Group had been held to consider the first draft. Ian Poole will be seeking BDC's informal reaction to the draft shortly. It is hoped that, in November, the final document will be submitted to BDC for formal consultation. Cllr Price said the NP was looking at trying to allocate local green space under the

National Planning Policy Framework; special protection for green areas against development – may want to include the Green, Millennium Wood and part of The Crown PH garden/field. (The area behind the pub is very important to the village. Perhaps some (but not all) of the garden could be shown as green space. The owners would have to be consulted. It doesn't have to be in public ownership; if it matters to the village, it can be made into green space.)
Housing and Development: It has been established that the village needs to find between 11-22 houses in 20 years to fulfil current requirements. Next month, hopefully, the councillors will be able to look closely at the Plan and provide comments. On behalf of the PC, Cllr Browning thanked Cllr Price and the Neighbourhood Plan team for all its hard work.

NP

Village Shop: No further development.

NP

Affordable Housing: Cllr Browning stated that, from Cllr Long's report, it now appears that BDC is taking the matter seriously. As aforementioned, Tom Barker will be asked to address the PC at the next meeting (to commence at 6.30 p.m. The PC expects to receive firm answers to questions raised – particularly in terms of the £80+k. Cllr Burr expressed scepticism as to the value of the information to be provided. Cllr Kemp suggested that the PC expects a full explanation and a full remedy in place to overcome the problem as its patience has expired and it intends to take the further the matter further if this isn't provided. Cllr Kemp further recommended that any such correspondence should be copied to the Deputy CEO and the Monitoring Officer.

Possible Play Area: Cllr Price reiterated the village has no public play facilities and, with time limited Section 106 money available, believes councillors have a responsibility to consider new facilities. Proof of demand must be ascertained via consultation. Cllr Pask suggested that a letter from the PC Chairman (by way of reasons for a play area) could be included within the 'Contact' distribution. It was agreed Cllr Price would circulate the information received from BDC re public consultation as a first step.

NP

S106 Money/Hartest School Swimming Pool/Strip of Land behind School:

An email had been received from Mrs M Burr as Chair of Governors, re the potential use of s106 funds re the above. This update advised that roll numbers had reduced from 75 to 52. Following repair of the pool, it should be functional for the next few years. With the Head retiring this year, no one was willing to take on responsibility for a swimming club in the summer holidays. Another governor has been asked to take on a specific role to see if the pool can be made available for community use during next year's summer holidays. Re the strip of land behind the School, and its possible use as a play area, the LA, with the falling pupil roll numbers (and financial implications for the School), does not wish to pursue this matter until pupil numbers increase.

16/073 Green, Cemetery and Churchyard
Cemetery

Green, Cemetery and Churchyard

(a) Cemetery

Quotations re Fallen Headstones

Three quotations had been received in this regard. Two enquiries had been received from families following publication re this matter.

It is hoped that, consequently, numbers may be reduced.

(b) The Green

Ditch near Parsons Walk: SCC had advised that, if the PC considered it necessary to commission further work in this regard, it would have to be led by the PC, as neither the Arboricultural, nor the Rights of Way, Officers have the time to deal with the matter. Such work would require pulling together all aspects of this matter, seeking appropriate permissions, costing up proposed works and commissioning the works on behalf of

the parish.

Trees along Parsons Walk: It was agreed that the email received by Cllr Price would be sent to Glynn French of SCC for advice/action.

Possible Use of Village as Set Location: Cllr Pask had registered interest, but had learned that the village is already listed in this regard.

Cars and The Green: An email had been received from a resident re vehicles being driven across the Green. The PC had made enquiries in this regard, which would suggest that this is seldom a problem and it is therefore felt that no action is required. The PC recognises the need for occasional parking on or near the Green at the low level at which it occurs

16/074 Highways and Footpaths

- Resurfacing/shared space

Cllr Price confirmed that a clear plan had been provided to SCC, but their contractors had painted some of the lines in incorrect positions. Such an outcome begged the questions as to who is responsible for supervising contractors/contracts, what action is to be taken and what penalty is to be levied.

NP

- Request for Extension of 30 mph Speed Limit

Cllr Chapple had drafted a letter (and plan) in respect of the requested changes. The formal request letter was approved by Members and signed for onward transmission to Co Cllr Kemp, who has to formally support the application.

Clerk/RK

- Outstanding repairs

A further reminder is to be sent to Paul Gant at SCC. Cllr Pask requested that two new items be added; road to the Butchers and Rogers Lane (where a big bough from the Black Poplar has fallen across the road (and is dropping limbs frequently now)).

16/075 Correspondence: None

16/076 Matters of report only:

16/077 Matters for consideration at next meeting

16/078 Date of next Meeting: from 6.30 p.m. – 7 p.m. (Members only) on Wednesday 2 November 2016. From 7 p.m. for Members of the Public.

The meeting closed at 2050 hours

