

# Hartest Parish Council

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## Minutes of the Parish Council Meeting held in the Boxted & Hartest Institute on Wednesday 6 December 2017 at 7pm.

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

In Attendance: Co Cllr Richard Kemp, Dist Cllr James Long, Mr J Kemp, 2 Members of the public and Parish Clerk

### Action

17/091 Apologies for Absence: None

17/092 Approval of Minutes of Meeting held on 1 November: These were approved and signed.

17/093 Matters Arising: None

17/094 Declarations of Interest: None

17/095 County Councillor's Report: Cllr Kemp's December report had been circulated. He drew particular attention to the proposals to consult Suffolk residents on changing the way home to school and post-16 travel is provided; this will be reconsidered on Tuesday 5 December. Over the last two years, SCC has managed to save £2.6 million from its school and post-16 travel service budget, making it more efficient. Despite this, the budget is still £3 million overspent. Changes to the school and post-16 travel policies now need to be considered so that the service is affordable and capable of meeting growing demand in the future. SCC's current school and post-16 travel policies go above legal requirements, with around 2400 children and young people receiving free/subsidised school or post-16 travel that SCC is not legally required to provide, and around 2400 children receiving free travel to schools further away than legally required. The proposed consultation seeks views on options to change these policies. On 12 September 2017, SCC's Cabinet approved a public consultation on school and post-16 travel. This was subsequently reviewed by the Council's Scrutiny Committee and referred back to Cabinet for reconsideration.

17/098 District Councillor's Report: Cllr Long advised re the opening of a local office in Sudbury following closure of the Hadleigh office. BDC is currently renting space at Endeavour House in Ipswich. Contact details are to be circulated. It was noted that, if the proposed boundary changes are approved, there would be no Chadacre Ward w.e.f. 2019, instead there would be a new Glemsford Ward incorporating the current Glemsford Ward plus Hartest, Boxted with Fensted End, Lawshall and Somerton. This enlarged Ward would have two District Councillors. Cllr Long added that there are some people, who consider a Unitary Authority may, at some point, be the way forward.

17/099 Finance & Administration: Bank Balances as at 31.10.17: Savings: £26,635.74, Current: £902.12, Total: £27,537.86 (£6k transferred to Current Account on 9.11.17)

Receipts: None

Bank Reconciliation as at 31.10.17 had been circulated.

Draft Budgets 2018/19: Actual expenditure against budget for YTD and projected Y/E figures were discussed and the following increases to budgets for 2018/19 were approved:

New budget head - Plan print costs: £100

Trees - In view of the increased expenditure this year (£800 against budget of £500), it was agreed to increase the budget to £1k for anticipated felling/pollarding of trees on the Green.

Grounds Maintenance: It was noted that no additional invoices had been rendered for the increased cuts made during this year.

In the light of potential additional cuts being required during the financial year 2018/19, it was agreed to increase this budget from £3,510 to £4k. Budgets for 2018/19 are agreed as follows:

Salaries:	£3.1k (unchanged)
Office Admin:	£200 (unchanged)
Insurance:	£300 (£20 increase)
Subs/Estab:	£800 (unchanged)
Elections:	£100 (unchanged)
Training:	£400 (unchanged)
Adv/Website:	£ 90 (unchanged)
Grounds Maint:	£4,000 (+ £490)
Trees:	£1,000 (+ £500)
Cemetery:	£200 (unchanged)
Grants:	£900 (unchanged)
Plan Printing:	£100 (new)

Total: £11,490 = £351 ex Reserves

Precept 2018/19: In light of the above, it was agreed to seek an increase in precept of 2%, i.e. £11,139.42 representing an increase in Band D Council Tax of 1.5% over 2017/18.

Asset Register: To be carried over to next meeting.

Website: Cllr Pask confirmed that responsibility has now been transferred fully to Marta Dyer-Smith.

Payments:

Clerk's Salary: Oct-Dec 2017: £426.57 (Net) and Mileage £50.49: £477.06 (Chq 100267)

HMRC: PAYE: Oct-Dec: £95.60 (100268)

Clerk: Gift Voucher for Mrs S Lewis on her retirement as Website Co-ordinator: £25.00 (100269)

Boxted & Hartest Institute: Inv 46 Hire of Hall 4.10 and 1.11.17: £45.00 (100270)

OGS Cornish: Grounds Maintenance: Oct-Dec 2017: £877.50 (271)

SALC: 6 Months' Payroll Service (Apr-Sep 2017): £21.60 (272)

The above items were approved for payment.

Clerk

17/100 Planning

(a) Decisions Received: None

(b) Withdrawn Applications: None

(c) New Planning Applications

DC/17/04049: The Paddocks, Lawshall Road: Erection of 6 no single storey dwellings, associated outbuildings, improvements to vehicular access and highway improvements: This amended PA was considered. Whilst some of the issues had been fully/partially addressed, there were others, which had still not been

considered, namely; the proposed site is in open countryside, constitutes more than 4 dwellings for developments outside Built-up Area Boundary and the proposal does not provide a mix of housing types. The site lies within an identified visually important gap (and therefore contrary to the emerging Neighbourhood Plan). The proposal lies within a key view from the village green and does not include an appropriate Landscape Visual Impact Appraisal. No demonstration of compliance with Policy HAR8 – Protecting and Maintaining Features of Biodiversity Value was provided. The Heritage Statement does not offer adequate protection to the setting of listed buildings in the proximity. It was agreed to object to the PA and to include the assessment of the Neighbourhood Plan in this regard.

Clerk

#### Neighbourhood Plan

It was agreed to hold a further, separate, meeting to deal with the issues as to how the NP should proceed, e.g. a second consultation, which would require a process similar to the first – consulting residents, landowners, businesses etc and to review the resulting comments. Cllr Browning asked if the PC would be happy to take on an increased role in the NP process. Members agreed. On the question of timescale, Cllr Price advised that he would be happy to have the work completed by the end of January 2018 so that a decision may be made early February to take it forward to BDC. After that, it would be passed to an external examiner. The consultation by BDC would relate only to statutory authorities (Cllr Price to double check). Cllr Burr commented that he felt these amended plans are much improved on those first provided. He felt that greater participation is important to ensure that this is the will of the parishioners. Cllr Price added that, BDC has confirmed that a further consultation is not required; the various amendments could be agreed upon and then the revised document presented to the community. A more informal approach would be preferred, if this were considered acceptable, as long as interested parties have a chance to register their comments. It was agreed to proceed – ideally without further work by the planning consultant. It was agreed that Cllr Price would present the amended Plan at a public meeting – possibly in February. It was agreed to circulate the PC re a convenient date in January for a meeting comprising the PC and Representatives of the NP Working Party. (Confirmation had been given by the Working Party to Cllr Price's continuation as Chair.)

Village Shop: It had been recorded that the Hartest Garage is currently for sale. The PC had received a letter from a resident suggesting that it should be considered for development as a shop. The PC had already taken a view on this matter, but it was suggested that, if there is a sufficient number of the original Village Shop Committee still remaining, perhaps it would be worth circulating them in this regard for their views. It was considered that, if a Group – separate from the Shop Group – could own the property, it might be worth viewing the situation again. Ralph Carpenter mentioned the Plunkett Foundation as a possible source of funds. It was believed that, on the surface, it would be an excellent location for such a use. It was agreed the PC would acknowledge receipt of the aforementioned letter and advise that Ralph Carpenter would respond further, once the Village Shop group had considered it.

Clerk/RC

s106 Monies: Cllr Burr advised that progress is now being made with BDC seeking responses to three questions; (i) that we want the monies to go to the applicant (the PC), (ii) the money can only be sent by BDC and (iii) then passed to the School. A letter in this connection – from the School – has been arranged (to happen as soon as possible).

17/101 Green, Cemetery and Churchyard

- (a) Cemetery: It is now hoped that the deer problem is under control; both the hedge and trees are now in good condition.
- (b) Green: Proposed Working Party and Composition: It was agreed that the arboricultural appraisal should be made available to parishioners and that the PC would be considering its recommendations. A Working Party comprising Tree Warden (John Kemp), Parish Councillor (Malcolm Brearley), and two residents; David Leeming (associated with Hartest Wood) and Erica Clark (Ecologist/Biologist) is to be formed. Whatever plan is decided upon, will require external funding. Cllr Brearley proposed that a public meeting be held in early Spring providing a range of options for parishioners and seeking their views. Such resulting work would be planned over a ten year period. This information would then be passed to the PC for ratification.
- (c) Parking/Informal Events on the Green: It was agreed that the existing byelaws are sufficient. Driving on the Green is an offence; if there is a specific problem, residents would be asked by the PC to desist. It was agreed to publish both the notice and bye-law on the website. It was further agreed that two oak posts would be installed on the Green in the remaining gap.
- (d) SCC has been asked to clear the ditch here, which accepts the off-flow of water from the road. (Cllr Kemp is assisting with this matter.)

MB

All  
Clerk  
JP

Clerk  
RK

17/102 Highways & Footpaths:

Outstanding Repairs: Cllr Brearley had kindly met Community Warden, Michael Baker, on site re the issues in connection with Shimpling Road. He reported that the work o/s Whistlers has been done and o/s Cawstons is no longer a problem. The overhanging trees in the vicinity were not considered to be a problem (and the few overhanging branches remaining will be 'trimmed' by the buses).

Grit Supplies: The Clerk reported that, contrary to its earlier edict, SCC is supplying piles of grit/sand without, in accordance with existing instructions and plans to replenish these, as required.

17/103 Correspondence: Refer Min 17/100 Village Shop as above.

17/104 Matters of Report Only: None

17/105 Matters for Consideration at Next Meeting: None

17/106 Date of Next Meeting: Wednesday 3 January 2018 at 7 p.m. in the Boxted & Hartest Institute

Approved at the PC Meeting held on 3 January 2018