

# Hartest Parish Council

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## Minutes of the Parish Council Meeting held in the Boxted & Hartest Institute on Wednesday 1 November 2017 at 7pm.

Present: Cllrs Chris Browning (Chair), David Burr, Malcolm Brearley, Neil Chappell and Jo Pask

In Attendance: Co Cllr Richard Kemp, Mr J Kemp, 2 Members of the Public, Mr G Hill (Land & Sculpture Design Partnership) and the Parish Clerk

- 17/076 Apologies for absence: Dist Cllr Long and Cllrs Luttmann-Johnson and Price.
- 17/077 Approval of Minutes of PC and Affordable Housing Meetings held on 4 October 2017: These were approved and signed.
- 17/078 Matters Arising: None
- 17/079 Declarations of Interest: None
- 17/080 Public Forum: Mr Hill outlined the basis of his recently submitted reports (re trees appraisal and future strategy), which will now be considered by the PC. Opinions of the village residents will be canvassed.
- 17/081 County Councillor's Report: Cllr Kemp's November report had been circulated. Cllr Kemp commented on the need for vigilance re the safety both of fireworks and bonfires. Fireworks are not permitted to be sold from vehicles, market stalls or car boot sales. Also mentioned were the consultations being held by SCC re proposed sand and gravel sites; ten altogether. One site for waste development – at Sizewell A – for the treatment and temporary storage of radioactive material removed as part of decommissioning from Sizewell (and others). Consultation opened on 30 October and closes at 5 p.m. on 11 December.
- 17/082 District Councillor's Report: Cllr Long had submitted a brief report; he was pleased to learn of the – of the ring-fenced funds made available for affordable housing and looks forward to its use for Hartest. Following a "Call-In", the Cabinet is to re-visit its plans to create one District Council with MSDC.
- 17/083 Finance & Administration
- (a) Bank Balances as at 29 September 2017: Current: £3,075.54, Savings: £26,635.74, Total: £29,711.28
  - (b) Receipts: Purchase of Double Depth Cemetery Plot: Mrs E Baynton: £200
  - (c) Bank Reconciliations for the year to 30.9.17 had been circulated.
  - (d) Draft Budgets 2018/19: The Expenditure/Income Spreadsheet to date had been reviewed by Cllr Chappell and circulated. It was noted that expenditure is £841 over budget (due mainly to Neighbourhood Plan). If this expenditure is excluded, then budget is about right. Expenditure on Trees is also over budget For 2018/19: Consider: Further NP expenditure? Variance in Grounds Maintenance (likely to increase) Establishment/Subscriptions (currently over budget) Tree expenditure (in light of Tree report) will be significantly over budget of £500, and on-going; perhaps increase to estimated £1,200. To budget fully for the £11,206.11 estimated, this would require an increase of 8%.
  - (e) Asset Register: This remains to be reviewed. Clerk
  - (f) Website: As previously reported, Mrs Marta Dyersmith has kindly offered

to take up this mantle from Mrs Sue Lewis, when she retires from the role at the end of this year.

- (g) Precept Consultation: As agreed, HPC had responded to this consultation by declaring its support for SALC's response in this regard.
- (h) Draft Ward Boundaries Consultation: Following the PC's earlier discussions, a response had been sent advising that the PC wished to see continuation of the existing set up – for historical reasons.
- (i) Insurance: Following receipt of Members' responses to the Insurance Declaration, the insurers are to be accordingly advised.
- (j) Payments:  
One Suffolk website hosting subscription: 1.11-31.10.17: £60.00 Clerk  
The above was approved pending the PC's anticipated transfer to Suffolk Cloud in due course.

17/084 Planning

- (a) Decisions Received: Permissions Granted:  
DC/17/04049 - Charity Farmhouse, Somerton Road: Erection of Two Bay Garage Extension  
DC/17/04259: Barn South West Of Waldegrave Farm, Lawshall Road - Prior Approval Application under Part 3, Class Q (a) and (b) of the Town and Country Planning (General Permitted Development) (England ) Order 2015 - Change of Use of Agricultural Building to Dwellinghouse (Class C3) as amended by agent's email dated 27/9/2017 confirming that drawing 17/63 04 is part of the application and for determination.
- (b) Withdrawn Applications: None
- (c) New Planning Applications:  
DC/17/04986 and 05016: Whitecroft, The Row: Erection of conservatory (following demolition of existing).  
Members agreed to give this PA guarded support as it is believed that UPVC is not a suitable material for use vis-à-vis Listed Buildings/Conservation Areas. Clerk
- (d) Tree Preservation Order/Tree Conservation Area Applications:  
DC/17/05454: Nursery Bungalow, Poorhouse Hill: Fell and replace Leylandii Hedge. It was reported that our Tree Warden had been consulted in this connection and recommended support of the proposal.
- (e) Appeals: None
- (f) Other Planning Matters:  
Neighbourhood Plan – Response to Joint Local Plan Consultation:  
Cllr Price had circulated an email (31.10.17) in respect of the above seeking approval of the proposed response by the Neighbourhood Plan Working Group on behalf of the Parish Council. After lengthy discussion, it was agreed to report to Cllr Price that the PC accepts, by majority vote, his recommendation but to advise that there was considerable discussion about the 'cluster' definition in particular. Clerk  
Village Shop: It was reported that the property, currently known as 'Hartest Garage', is now for sale at £220k.  
There had been a suggestion that fundraising might be undertaken to purchase this. Cllr Burr advised that he had been advised that the cost to convert it to a shop would be approx. £80k and felt that there would be very little resale value to be realised subsequently. Issues mentioned were the buried fuel tanks, which would require removal and the ground made up, but residential PP had been granted years ago. Cllr Burr felt that, if a shop were unsuccessful, the village could be left with a derelict 'shed' in years to come. No action at present.
- (g) Affordable Housing: An email dated 23.10.17 had been received from Anne Bennett of BDC confirming that £84,342.62 will be ring-fenced in BDC capital budget to Hartest Parish for the provision of affordable housing. The affordable housing must be managed by a registered social landlord. Julie Abbey-Taylor-BDC Professional Lead for their housing enablers; she (or one of her team) is to get in touch shortly. For discussion at next meeting. Clerk

17/085

Possible Use of s106 Monies: Cllr Burr advised that he is unable to complete the required application form as he is awaiting information from the School; he suggested that, if no response is received by the end of January, the PC might consider other uses for the funds. DB

17/086 Green, Cemetery and Churchyard

Cemetery

Fallen Headstones: It was agreed that, where relatives of the deceased could not be reached to undertake the necessary repairs themselves, the headstones would be laid down for H&S reasons.

Damage from Deer: Cllr Pask advised that John Kemp would seek assistance with regard to installation of the new gate in due course.

MB/JP

Use of New Cemetery Area/Interment of Ashes Request: Following an enquiry and the agreement to use a vacant plot in the main Cemetery for this purpose, rather than the new area, the enquirer did not wish to purchase a complete plot.

Cllr Pask and John Kemp recommended the subdivision of a current vacant plot into three smaller plots for this purpose. Members agreed that a fee of £75 be charged for one of these cremated remains plots. This would be notified.

Clerk

The Green

Trees on the Green: Cllr Brearley advised that he, and Tree Warden John Kemp, will go through the reports in Min 17/080 above focussing on the Priority 1 trees in the Avenue and the Lime tree outside Appleby Cottage. (Mr Collins is currently awaiting tests arranged by himself in this connection.)

Re the Future Strategy received, it was agreed that a Working Party be formed to take this matter forward (comprising John Kemp, a resident from the Green, ANO from the village and Cllr Brearley). From this it was hoped to produce a report for circulation to parishioners and to canvas their opinion.

Grass Cutting: It was clarified that, if, due to the milder weather, our contractor needs to undertake additional cuts, these would be charged current rates.

JP

Parking/Informal Events on Green: Cllr Brearley offered to install an additional oak post on the Green. Cllrs Burr and Pask are to check their stores/seek spare post in this regard. Cllr Brearley added that, existing bylaws, it is illegal to drive/park on the Green. Cllr Brearley is to notify everyone re the Open Spaces Society's link in this regard. Cllr Burr suggested the drafting of a letter to all residents along that part of the Green advising that there is no designated parking area. It was decided to discuss further at the next meeting whether there should be a blanket 'no parking on the Green' policy or to leave as is, except for special events.

Ditch by Pear Tree Cottage: It is understood that a letter was received from Messrs Greene King in 2009 advising that this ditch is the responsibility of the PH licensee.

This is to be brought forward.

Clerk

17/087 Highways and Footpaths

It was agreed to remove from future agendas the item re 'Resurfacing/Shared Space'.

Shimpling Road: An email had been received, and circulated, from Mr Michael Baker, Community Warden re stating that no problems had been found, but offering to meet a member of the PC on site to view/discuss the perceived problems.

Cllr Brearley offered to assist in this regard, if a mutually convenient meeting could be arranged.

17/088 Correspondence: Nothing to report.

17/089 Matters of Report only: The Parish Clerk advised of a meeting with IT staff at Needham Market on Friday re a problem vis-à-vis logging into the joint BDC/MSDC Planning Database.

17/090 Date of next Meeting: Wednesday 6 December at 7 p.m. in the Bosted & Hartest Institute

The meeting closed at 2120 hours.

Approved at the PC Meeting held on 6 December 2017