

# Hartest Parish Council

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## **DRAFT Minutes of the Meeting of the Parish Council held in the Boxted & Hartest Institute on Wednesday 5 December 2018 at 7pm.**

Present: Cllrs Chris Browning (Chair), David Burr, Neil Chappell,  
Will Luttmann-Johnson, Jo Pask and Stephen Welfare  
In Attendance: Co Cllr Richard Kemp, Mr John Kemp and Parish Clerk

### ACTION

18/098 Apologies for Absence: Cllr Nick Price

18/099 Approval of Minutes of Meeting held on 7 November 2018: These were approved and signed.

18/100 Matters Arising: None

18/101 Declarations of Interest: None

18/102 Public Forum: Tree Warden, John Kemp, advised that he had received two of the three quotations requested re tree works in the churchyard. Following discussion, it was agreed that further information would be requested regarding the closed churchyard order before considering proceeding with any work. It was agreed that quotations would be sought re the felling of the Chestnut pollard on the small green adjacent to the old garage. It was also agreed that an Oak would be planted to form part of the avenue on the Green. It was further agreed to plant a small leaf Lime at the top of the Green - in place of the dead Oak tree, which was removed last year - and to reinstate the circular metal seat. Scattered Orchards Project: It was noted that more free trees are available. Mr Kemp is to liaise with the Project co-ordinator and seek three trees for which space had been identified.

JK

18/103 County Councillor's Report: Cllr Kemp mentioned SCC's budget consultation, the likely overspend has reduced to £7.5m. SCC will need to use reserves to cover the funding gap. Scrutiny Committee had voted to proceed with a new Home Care Operating Model. SCC has signed a 3 year nuclear energy deal commencing March 2019. Pothole repairs and Road Closures: Improved procedures should result in more timely/economic repairs. Improvement in the co-ordination of road closures etc is expected to be reviewed by Scrutiny. Residents are being encouraged to avail themselves of the new flu vaccine to protect themselves from this illness.

18/104 District Councillor's Report: No report provided in Cllr Long's absence.

18/105 Finance & Administration:

a. Bank Balances as at 30 November 2018: Current: £6,594.77,  
Deposit: £25,082.52 Total: £31,677.29.

b. Receipts: Nil

c. Bank Reconciliation as at 30.11.18: To be circulated once bank statement is received.

d. Payments

Clerk: Taxi (7.11.18) £45, Stamps £13.92 and Paper £3.25:  
Total: £62.17 (Chq 100328)

Boxted & Hartest Institute: Hall hire 7.11.18: £20.25 (100330)

The above were approved for payment.

Clerk

- e. Budget and Precept 2019/20: The financial schedule was circulated covering all expenditure and income to date, projected expenditure as at year end (compared with budget) and suggested budget for the next financial year. Cllr Chappell was asked to produce a budget for discussion/approval at the next meeting and for consideration/approval of Precept for 2019/20. NC
- f. Standing Orders 2018: It was confirmed that these had already been approved and adopted.
- g. SALC's Service Level Agreement re Payroll Service: This was approved and signed.
- h. General Data Protection Regulation 2018: The Clerk confirmed that the GDPR changes to her PC were now complete. The documentation previously discussed was approved for display on the website. Clerk
- 18/106 Planning
- (a) Decisions Received: No objections: 8 Green View – Tree Works
- (b) Withdrawn Applications: None
- (c) New Planning Applications:  
 DC/18/04865: Larkrise, Hartest Hill: Application of render to all elevations  
 DC/18/04972 and 3(LBC): Candler's, Cross Green: Extension of Utility Room. Demolish lean-to on rear and replace with new  
 DC/18/04803: 2 Poorhouse Cottages, Cross Green: Pollard Contorted Willow to height of 6ft. Oak: Raise over the road by 6m.  
 DC/18/05293: Slate House, Blind Lane: Pollard 1 no Poplar at 8m (removing 4m)  
 The above applications were considered; Members agreed to support them. Clerk
- (d) Appeals: None
- (e) Neighbourhood Plan  
 It was considered likely that the NPWP would await receipt of BDC's new Local Plan and the decision re The Paddocks PA.
- (f) Other Planning Matters:  
 The Paddocks: Cllr Pask is to attend the Planning Committee meeting on 10 December to present the PC's comments.
- 18/107 Green, Cemetery and Churchyard  
The Green: Nothing to report.  
Cemetery: Nothing to report.  
Churchyard: The PCC had requested that the PC deals with the tree works required here. The PC had been advised that, as the Churchyard is considered Closed, responsibility is transferred to the Local Authority. However, whilst it is understood that the Order was effected in 1856, no copy documentation had been provided in this regard, or advice given as to whether it was transferred to the District Council at the time. Members agreed that the matter should be referred back to the PCC (and Messrs Birketts) requesting provision of such information before it gives any further consideration to possible action.  
Ditch: The two Councillors, who had offered to carry out the necessary work here confirmed that they are happy to continue with their proposals.
- 18/108 Highways & Footpaths  
Track across Green: It was noted that this track, serving the butcher's, has several potholes. A report is to be made for these to be repaired.  
Somerton Road: It was agreed that this long outstanding matter would be referred to Cllr Kemp in the hope that he may be able to expedite it. NC/Clerk

- Lawshall Road: Open-Reach poles: Cllr Luttmann-Johnson confirmed that these poles are placed very close to the road.
- 18/109 Correspondence: Nothing to report.
- 18/110 Matters of Report Only: Apologies from Cllr Burr re next meeting.
- 18/111 Matters for Consideration at Next Meeting  
Approval of 2019/20 Budget/Precept
- 18/112 Date of Next Meeting: Wednesday 2 January at 7 p.m. in the Boxted & Hartest Institute.
- 18/097 The Meeting closed at 2100 hours