

## **POLSTEAD PARISH COUNCIL**

### **Minutes of the Annual Meeting held on Thursday 20<sup>th</sup> May 2010 in Polstead Village Hall**

**Present:** Cllrs Nick Brandt (Chairman), John Baxter, Amanda Flather, Michael Hackford, Richard Kilshaw, Anne MacWilson and Theresa Ravensdale.

**Attending:** Dave Crimmin (Clerk), Sue Wigglesworth (Babergh District Councillor), David Yorke-Edwards (Suffolk County Councillor) and 5 members of the public.

#### **10/077 Election of Chairman**

It was unanimously resolved that Nick Brandt be elected the Chairman of Polstead Parish Council, who signed the Declaration of Acceptance accordingly.

#### **10/078 Apologies for Absence**

Apologies received from PC Garrod and PCSO Coleman.

#### **10/079 Declaration of Interests**

None were declared.

#### **10/080 Election of Vice Chairman**

It was unanimously resolved that Michael Hackford be elected the Vice Chairman of Polstead Parish Council.

#### **10/081 Representatives to Outside Bodies**

The councillors resolved the following appointments:

- a. Cllr Brandt to the Suffolk Association of Local Councils
- b. Cllr Baxter for Traffic Liaison
- c. Cllr Ravensdale to the Village Hall Committee
- d. Cllr Kilshaw to the Layham Pit Liaison Meeting.

#### **10/082 Internal Auditor**

The councillors resolved to appoint Heelis & Lodge as Internal Auditor for 2010 / 2011 and the Clerk to write to confirm appointment and the scope of audit.

#### **10/083 Annual Subscriptions**

The councillors resolved to renew the annual subscriptions to SALC, Suffolk Wildlife Trust, Suffolk ACRE and the Suffolk Preservation Society.

#### **10/084 Minutes of Meeting held on 15<sup>th</sup> April 2010**

The minutes of the meeting were approved and signed by the Chairman as a correct record.

#### **10/085 Reports from County and District Councillors and Suffolk Constabulary**

The reports are contained in Appendix A.

#### **10/086 Reports and Question from Councillors**

- a. Cllr Kilshaw updated councillors that the order for the gate to the playing field had been placed with Whitehouse Enterprises at a total installation price of £180. The councillors thanked Cllr Kilshaw for undertaking the task.
- b. Cllr Flather raised the issue of heavy goods vehicles using the roads in Polstead as a short cut and causing issues on the narrow lanes. The councillors resolved that the Clerk contact Suffolk County Council to see if all heavy goods vehicles could be banned from all routes into Polstead except for access.
- c. Cllr Ravensdale reported that the new dog bin at the entrance to the allotments required emptying and the clerk was requested to contact Babergh District Council.
- d. Cllr Brandt reported that the pond railings had been painted. There are an additional 7 railings and 8 posts on the west side of Water Lane immediately to the south of its junction

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with Polstead Hill that also needed re-painting. The councillors resolved that an extra £70 budget be allocated for this task. *Public Health Act 1936 s 260*

#### 10/087 Reports and Questions from Parishioners

The issues raised are contained in Appendix A.

#### 10/088 Reports from working groups

- a. Cllr Brandt updated the councillors on PPC's request to the WI for permission to use the area next to the Community Shop for a shelter. At the WI meeting on 12<sup>th</sup> May 2010 the members rejected PPC's request by a majority of 16:6. The Bus Shelter Working Party's explained their recommendation to seek to develop 2 shelters:

- One integrated with the extension and modernisation of the village shop
- A second located on Highways land to the north of the village green in front of the corrugated tin roofed outbuilding on Cock Farm.

The councillors were encouraged with the support offered by Sue Wigglesworth. The concerns raised by BDC's Conservation Officer, Michael Collins, with regard to the placing of a shelter in front of the Grade 2 listed building at Cock Farm, were also noted.

- b. The councillors resolved by a majority of 4:3 (against Cllrs Hackford, Kilshaw and Ravensdale) *that this council formally abandons the entire concept of erecting any kind of shelter on or around the Village Green and its surroundings to the east of Heath Road / School Lane.* The councillors also resolved by a majority of 6:1 (against Cllr Kilshaw) *that otherwise the council explore the possibility of erecting shelters in the area of Heath Road / School Lane.* It was resolved that a new working party comprising Cllrs Hackford and Baxter be formed to discuss with the WI, Village Hall Committee and the Community Shop Committee, the options for a bus shelter on the village hall site.

#### 10/089 Planning

- a. The councillors reviewed Planning Application **B/10/00464 Polstead Mill, Mill Lane, Polstead** - erection of greenhouse and kitchen garden and resolved that they had no objections.
- b. The councillors reviewed Planning Application **B/10/00328 Part side garden of Rushbeck, White Street Green, Polstead** - erection of single-storey dwelling with detached garage. Erection of cart lodge to Rushbeck. Alterations to existing vehicle access and resolved that they objected to the application on the following grounds:
- i. Over development of site
  - ii. The proposed garage and cart lodge (which does not appear to be specified) are forward of the current building line of Rushbeck and adjoining properties
  - iii. The proposed dwelling and outbuildings are inappropriate for the site.
- c. The councillors reviewed Planning Application **B/10/00508 Land north of Spring Hill, Rockalls Road, Polstead** - erection of agricultural building for storage of animal feed and machinery and resolved that they had no objections provided the new building matches the existing one in colour.
- d. No further planning application had been received by the council after the agenda was posted.
- e. The status of previous applications reviewed by PPC, is as follows:

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Application Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
APP/D3505/A/09/2 115876/NWF	D'arcy Cottage Rockalls Road Polstead	Appeal against refusal of B/09/00567/FUL	09/029 b	No further comments but request copy of decision.	The Planning Inspectorate informed me that a site visit is planned before the end of April with a decision in May.
B/09/01333/VOT	Sprotts Farm Holt Road Polstead	Extension of time limit condition attached to Q.P.P. B/08/00319	09/029 c	No Objections	Permission granted 19/03/2010
B/10/00037/FHA	Polstead Green Cottage Polstead Green	Erection of single-storey rear and first floor side extension.	10/028 b	No objections	REFUSED 01/04/2010
B/10/00148/FUL	Polstead Touring Park Holt Road Polstead	Change of use of land and farm agriculture for siting of touring caravans and construction of 10 no. hardstanding pitches.	10/028 d	No objections	Permission Granted 31/03/2010
B/10/00135/FUL	Hollingside Stackwood Road Hadleigh Heath Polstead	Erection of one-an-a-half storey detached dwelling and detached double garage(following demolition of existing detached bungalow)	10/047 a	Objected to application.	REFUSED 16/04/2010
B/10/00189/FUL	Field south east of Cherry View Heath Road Polstead	Erection of grain and machinery store together with construction of hardstanding and vehicular access to Heath Road.	10/047 b	Objected to application.	Application Withdrawn
	Sprott's Farm Holt Road Polstead	Proposed diversion of sections of Footpath 8 and 32.	10/049 a	Agreed with proposal subject to flow being re-aligned at point D	
B/10/00223/TCA	The Cottage Mill Street Polstead	Pollard 1 no. Ash tree.	10/047 c	No objections	Permission Granted 30/03/2010
B/09/01186/FUL	Land east of Woodview Stackwood Road Polstead	Change of use for the keeping and exercising of horses. Erection of building to provide 6 (no.) stables, tac room, clipping/grooming room, hay store and horse box parking. Use of part of the land for ménage and construction of vehicular access and associated hardstandings for vehicle parking/manoeuvring.	10/047 d	Objected to application.	REFUSED 26/04/2010
B/10/00233/FUL	The Kennels Rockalls Road Polstead	Erection of replacement dwelling(amended design to that approved under planning permission B/07/01056/FUL)	10/047 e	No objections	Permission Granted 27/04/2010
APP/D3505/A/10/2 124559/WF	Brendacot Heath Road Polstead	Appeal against refusal of B/09/01506/FUL	10/067 a	No further comments but requested copy of decision.	
B/10/00277/FUL	Bower House Farm Bower House Tye Polstead	Erection of extension to existing cattle shed.	10/067 b	No objections	

#### 10/090 Finance

- a. It was resolved that the PPC Annual Accounts for the year ending 31<sup>st</sup> March 2010 be approved. The councillors also accepted the Internal Audit report by Heelis & Lodge and resolved to review the Fidelity cover on the council's insurance on renewal and to date the Standing Orders when next reviewed.
- b. It was resolved that Sections 1 and 2 of the Annual Return for the year ending 31<sup>st</sup> March 2010 were approved and the Chairman signed both sections on behalf of PPC.
- c. All cheques signed and due for signing, as itemised in Appendix B, were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the Bank Statements against the reconciliation.
- d. The councillors resolved to make a donation of £150 towards St Mary's Church clock maintenance. **Parish Councils Act 1957 s 2**
- e. The councillors resolved to establish a Chairman's Allowance for 2010 / 11 of £100. **LGA 1972 ss 15(5) and 35(5)**

#### 10/091 Highways and Footpaths

- a. The councillors noted the application made to SCC's Annual Surface Clearance Programme which if successful would generate a grant of £250 towards footpath maintenance costs.
- b. The councillors were happy with the sign to name Footpath 41 as "John's Walk" and noted SCC's approval of the sign.

#### 10/092 Bottle Bank

It was agreed to defer this item until feedback was received from BDC and Sue Wigglesworth on the options available to the parish.

Signed ..... Date.....

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#### 10/093 Stackwood Road junction with A1071

The councillors were pleased to note that David Yorke-Edwards had allocated his Quality of Life budget towards the safety works identified for the junction. The Clerk has also requested SCC to undertake further cutting of grass at the junction which should be completed in the next week.

#### 10/094 Annual Playground Inspection Report

Cllr Kilshaw will review the issue raised with the ramp in the playing field and Cllr Hackford will review issues raised on equipment in the playground. The councillors resolved that whilst spring protection covers could be added to the 3 pieces of rocker equipment they did not wish to do so. The Clerk will look at the notice recommended for the playground and report back to the council.

#### 10/095 Village of the Year 2010

The councillors were happy with the portfolio given to BDC on behalf of Polstead. The councillors will now await contact from BDC before making any plans for the presentation to the judges.

#### 10/096 Hog Roast

The councillors were disappointed that none of the BDC play workers were available to attend this year. The Clerk was asked to contact them to see if they could offer any alternatives. The Clerk was asked to book 2 toilets without lights from Karzees for the event. **LGA 1972 s 145**. It was agreed that no dogs will be allowed to attend the event. The Chairman will arrange a get together in order to plan the details of the Hog Roast.

#### 10/097 Correspondence Received (Appendix C)

The councillors noted the plans of SCC to close Rockalls Road / Polstead Hill from 7 June to 2 July for carriageway repair works. The Clerk to inform BDC that Cllr Brandt will represent PPC at the Gypsy and Traveller seminar on 22<sup>nd</sup> June.

#### 10/098 Chairman and Clerk's Reports (Appendix D)

Following a review of the Clerk's Report the councillors resolved to accept the Training Form which will be signed by those contractors receiving training on the use of PPC's maintenance equipment as well as the PPC representative conducting the training.

#### 10/099 Future Agenda Items

- Hog Roast until further notice
- White Street Green car parking.

#### 10/100 Date of Next Meeting

The next meeting will be on the Thursday 17<sup>th</sup> June in Polstead Village Hall starting at 7.45pm.

**The meeting closed at 10.38pm.**

#### Appendix A County, District and Suffolk Constabulary reports and Public Forum

David Yorke-Edwards updated the meeting that he has now allocated his Quality of Life budget towards the safety works at the Stackwood Road junction although the speed activated sign will require a review to see if it can be part of the proposed scheme. He also updated the meeting on the decision of SCC to place its new waste facility at Great Blakenham although the operator would not be selected till later in the year. He also reported that National Grid were to hold a meeting with the local authorities on 1<sup>st</sup> June to give their feedback to issues raised in consultation.

Sue Wigglesworth gave the flowing report to the meeting. Over the years that I have been DC some of the local highlights have been when the Parish, District and County Councils have combined their roles and made a real difference. The biggest, for Polstead, was of course the 12 new properties for local people. But there have also been many grants and locality budget hand-

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outs that have been invested in Polstead, and in the other parishes I represent. But none of these would have happened without the Parish Councils' in-put. At the same time I have seen many frustrations, often because the need for professional advice is overlooked, or too expensive, and good ideas are abandoned. (The Parish Plans that parishes were encouraged to develop often resulted in disappointment because, on their own, villages simply did not have the budget to deliver their projects). So, with this in mind, I have a few words to say, if I may, on two items on your agenda, ie the shelter and the bottle bank, although the details around the bottle bank may be best put on hold for another month.

Both are very normal things that feature in most towns and villages but Polstead Green is in a Conservation Area and only about a quarter of the population lives around the Green. With all this in mind, last week I spoke to the Conservation Officer at Babergh. He is a highly respected professional who has responsibility for Babergh's 2,000 listed properties, many of them Grade 1, and two AsONB. He offered to meet me on the Green to look at the problems facing the Parish Council and he was, of course, very happy to meet your Chairman at the same time. The Planning Authority would not normally need to be consulted on either the shelter or the bottle bank but, similar to a health problem, consultation with a doctor on a persistent problem is a good idea, but there are no laws about it.

Michael Collins was here for about 20 minutes and he was absolutely clear. In a nutshell, "This is a beautiful and very special place. Cock Farm is probably the most important listed building on the Green. Why would anyone do anything to harm its visual qualities". Then, looking across to the Village Hall, "you have your community-based facilities over there and that is where a shelter would fit". County Highways have been consulted, Babergh's Conservation Officer has been consulted and the Parish has the ability to deliver. I am, with another hat on, Chairman of the Village Hall Committee and I will do anything, within reason, to help bring both the shelter and the collection of bottles to a successful conclusion.

In the absence of the Police the Clerk read PC Paisley's report which highlighted that the majority of crime reports relate to burglaries (out buildings as opposed to houses), and he would speak to PCSO Coleman and PC Garrod to see if they could plan an initiative in the village to heighten security around residents outbuildings, and to raise the profile of these types of offences, especially over the summer months.

In the public forum Mrs Cooling and Mr & Mrs Hyde raised issues with the proposed dwelling at Rushbeck and a letter from Mrs Elford complaining about the application was read to councillors. Mrs Cooling also raised the issue of cars parking in White Street Green.