

## **MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 7 JANUARY 2013 IN KERSEY VILLAGE HALL AT 7.30 PM**

### **PRESENT**

Andrew Cumming – Chair, John Maltby, Yvonne Martin, Giles Hollingworth, John Hume, Veronica Partridge, John Robinson, Jeremy Pembroke, 6 members of the public and the Clerk – Sarah Partridge

**1/13 APOLOGIES** were received from PCSO Amanda Coleman.

**2/13 ACCEPT MEMBERS' DECLARATIONS OF INTEREST-** None

**3/13 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS** – None received

**4/13 REPORTS** -The meeting was adjourned to receive reports.

**a) Police** – The Clerk read a report from the police. There had been 2 reported crimes since the meeting on 19 November 2012. Sometime between 29 and 30 December unknown persons have stolen two lorry alloy wheels from outside a barn located on a farm. Finalised, no further lines of enquiry. Sometime during the day on 5 January 2013 unknown person(s) have gained entry to a detached property on Priory Hill by unknown means, a couple of drawers disturbed but nothing known stolen. Ongoing.

**b) Neighbourhood Watch** – Giles Hollingworth gave a brief update of crimes locally.

*John Robinson joined the meeting.*

**c) Suffolk County Councillor** – Jeremy Pembroke reported that roads around the county were all suffering from potholes due to the weather, the highways department were focusing on A and B class roads before working on rural roads. Jeremy commented that points made recently by Eric Pickles about the use of reserves by local authorities had not been helpful. SCC has strong reserves and the use of capital reserves for front line services would not be good for long term financial security. Questions were answered from the floor.

**d) Babergh District Councillor** – No report  
The meeting was reconvened.

### **5/13 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 19 November 2012 were signed and dated as being correct.

### **6/13 CLERK'S REPORT**

SCC Highways has completed repairs to the road near The Splash. A concern about the loose stone chippings had been raised by a Councillor and the Clerk referred this to SCC Highways. The contractor has visited the site twice to sweep up loose chippings. SCC Highways are monitoring the site carefully and have today requested the site be swept again within 7 days, there does not appear to be any areas of surface failure.

SCC Highways has investigated the drainage problem near Ailsa Cottage on The Green and jetted the drains.

After many years of negotiations SCC Highways has completed all the agreed safety works to the A1141 crossroads.

The Clerk has recently informed highways about various pot holes in the Kersey Tye and Upland area. Babergh was informed about excessive leaf debris on the roads, particularly on Cherry Hill, a team visited Kersey in early December to attend to this.

The Clerk reported that the street lights were on all day and all night during the Christmas period. The street lighting team at SCC apologised for the error. At the request of Suffolk County Councillors all street lights in the county were switched to be on all night over the Christmas and New Year period; however the Kersey lighting programme was corrupted so the lights stayed on all day and all night. This has now been corrected.

The Parish Council has been informed that there will be road closures in place between January and April to enable water main replacement between Kersey and Polstead; access will be open for pedestrians and cyclists.

Closure 1 - 7 January to 1 February A1071 to Williams Green

Closure 2 – 4 February to 1 March Williams Green to The Forge

Closure 3 – 4 March to 19 March Hall Road from The Forge to Vale Lane

### **7/13 CORRESPONDENCE**

- a) Suffolk Libraries has written to inform the Council that there will no longer be a mobile library service in Kersey, should a demand for the service be identified in the future they would consider re-routing to include Kersey.
- b) St Mary's PCC has written to thank the Parish Council for their recent donation.
- c) An inspector has been appointed to determine whether the Babergh Core Strategy submission draft and proposed main modifications has been prepared in accordance with relevant legal requirements.
- d) Notification has been received that the East of England Regional Strategy has been revoked.
- e) SALC has written asking Parish and Town Councils to consider writing to their local MP about the Sustainable Communities Act requesting that Parish and Town Councils have the right under this act to submit proposals. Councillors considered this but agreed not to respond.
- f) SALC has written asking the Parish Council to consider writing to Eric Pickles MP, Parliamentary Under Secretary of State for Communities and Local Government, in response to a recent consultation on the localisation of council tax support and the proposal to include Parish and Town Councils in automatic precept referendums. Councillors discussed this proposal and agreed that a strongly worded letter should be written. There is anger that these proposed changes will have a damaging effect on local communities and is not in the spirit of localism which the government is promoting.
- g) Suffolk Wildlife Trust has written offering to supply and install Barn Owl boxes free of charge for community sites. It was agreed to pass this on the St Mary's PCC to see if they would be interested in installing a box in the churchyard.

*Jeremy Pembroke gave his apologies and left the meeting.*

### **8/13 FINANCE**

A copy of the accounts to date and a financial statement, showing bank balances and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved.

### **9/13 PLANNING APPLICATIONS**

B/12/00211/LBC Little Manor, Kersey – Application for Listed Building consent for internal and external works. The applicant has appealed against non-determination of the application and it will now be determined by the Planning Inspectorate (date to be confirmed). The Babergh Development Committee made a site visit in October and a report will still be presented to the Development Committee in January to establish whether the Council should defend the appeal or not. The Planning Inspectorate will ultimately decide the outcome of the application. Mr McAdam, the principle planning officer appreciates the Parish Council's concerns which are shared by Babergh District Council who would also like to see works progress at this house as soon as possible to bring it back into use and safeguard its future. The Officer stated that the current application should have been straightforward; most of the proposals are acceptable. The bone of contention has been the proposal to lift the historic floor in the hall and replace with a limecrete floor. These works are contrary to established conservation principles (unless fully justified). In this instance, the issue which is compounded by a problem of ingress of water under the footprint of the house and it is unclear what the source of this problem is. The applicant has submitted evidence to justify the raising of the floor and this is currently being investigated. The Council has sought the advice of an independent surveyor to assess the proposal and the applicant's advisors methodology.

B/12/01230/FHA Kersey Mill, Hadleigh Road – Erection of 3 bay cart lodge. Babergh District Council has refused permission for this application on the grounds that the proposal would have a harmful impact on the setting of the Grade II\* and Grade II listed buildings and will adversely impact on key public views of these buildings.

B/12/01307/FHA & B/12/01308/LBC Manor Farm, Williams Green – Application for Listed Building Consent - Erection of part two-storey, part single storey rear extension and first floor side extension. Creation of bay window in east elevation. Erection of 2 bay cart lodge, garage and store to adjoin existing cart lodge. Conversion of existing cart lodge to form annexe. Councillors considered this application and agreed to fully support it.

A query was raised about the number of holiday cottages in Kersey which was taking the population out of the village. It was agreed that there was nothing to prevent this and tourism was an important business in this part of Suffolk.

### **10/13 KCPC WORKING GROUP**

A quarterly inspection was carried out in December, no urgent action was required.

### **11/13 FOOTPATH WORKING GROUP**

All paths are walkable although some are rather muddy due to the wet weather.

### **12/13 TO DISCUSS THE TIME STREET LIGHTS IN KERSEY ARE SWITCHED ON AND OFF**

It was agreed at the last meeting to consult the community via the newsletter about the timing for street lighting in Kersey. A consultation document has been prepared which will be published in the next newsletter and the outcome of this will be discussed at the Parish Council meeting in March.

### **13/13 TO DISCUSS WAYS TO IMPROVE THE SCRUFFY APPEARANCE OF SOME PARTS OF THE VILLAGE AND IMPROVE FOOTPATH LINKS BETWEEN THE CENTRE OF THE VILLAGE AND VALE LANE INCLUDING THE PROPOSED JUBILEE WALK**

Giles Hollingworth has met with the landowner, Clive Arthey to discuss the footpath down from the School to the village sign; he supports the proposal to improve this footpath. Giles also asked whether the Parish Council could take on the maintenance of the ground next to the footpath, this is being considered. A Councillor commented that the Council needed to think carefully before agreeing to take on the maintenance of this land. Giles had a group of 6 volunteers who are prepared to carry out tidying up and ground clearance projects. Giles is going to arrange to meet SCC Rights of Way to put forward his proposals for the path and to enquire about funding for the project. It may be that fundraising events are needed and grants could be investigated.

### **14/13 POLICIES TO ADOPT:**

#### **a) Complaints Policy & Procedure**

Councillors all had a copy of the draft policy and procedure. Following the review of Standing Orders and the new Code of Conduct a new policy needs to be adopted. The old policy followed the NALC model which was updated by NALC in July 2012. This proposed policy is based on the new NALC guidance and is similar to the old policy. This policy is for serious complaints about the Council's procedures and administration which cannot be satisfied by less formal measures. Councillors agreed to adopt this policy, copy appended.

#### **b) Health & Safety Policy**

Councillors all had a copy of the draft policy. The Parish Council does not officially need a Health & Safety policy since it only has one employee; however the Parish Council is fortunate enough to have many volunteers who help in the parish. This policy has been drafted using advice from the Health & Safety Executive booklet 'An introduction to health & safety'. The main way the Council will implement the policy is through carrying out risk assessments of the council's activities and regularly reviewing these assessments. Councillors agreed to adopt this policy, copy appended.

### **15/13 SET DATE FOR SPRING LITTER COLLECTION DURING MARCH**

It was agreed to hold the annual spring litter collection on Saturday 2 March. The school would be contacted to see if they would like to join in with this initiative again this year. John Maltby offered to co-ordinate volunteers. It was agreed to meet on Vale Lane triangle at 10am, a note will be put in the newsletter. Volunteers are encouraged to wear high visibility vests and gloves.

### **16/13 PRECEPT 2013/2014 - DISCUSS BUDGET, SET PRECEPT AND SIGN FORMS**

This item was deferred because Babergh had not been able to provide the Parish Council with the final tax base and grant figures, these are expected in the next week. The precept request must be made by 31 January so it was agreed to hold an extraordinary Parish Council meeting on Wednesday 30 January at 7pm to discuss and agree the precept for 2013/14. Yvonne Martin gave her apologies for this meeting.

### **17/13 TRAINING**

All Councillors are regularly informed of training opportunities.

### **18/13 REPORTS FROM MEETINGS**

John Maltby attended the SALC/Babergh Area meeting on 26 November, there was nothing to report.

### **19/13 FORTHCOMING MEETINGS**

4 March 2013 SALC/Babergh Area meeting, John Maltby will attend.

### **20/13 ANY OTHER BUSINESS - None**

The meeting was adjourned for 'Parish Time'

It was raised that there is still a problem of water running across the road near Ailsa Cottage; the contractor who jetted the drains suggested that there may be a collapsed drain. It was also mentioned that there are several natural springs in this part of the village.

It was commented that the shrubby growth at the A1141 crossroads has not been cut back and a drain near the junction is blocked leaving a large puddle for several days after rain.

Several potholes in the parish were reported. The Clerk will pass all these queries to SCC highways.

Concern was raised about the energy costs of street lighting when the lights were on all day during the Christmas period. SCC has said they will cover this cost as it was their error.

Concern was raised about a Slimming World sign which is often put up on the triangle at the bottom of Mill Lane which obstructs the view for drivers.

It was suggested that Terry Bond could be asked about suitable sites for the proposed Barn Owl box.

The meeting was reconvened.

There being no further business the meeting closed at 8.50 pm.

Appended to these minutes are 6 sheets:

Kersey Parish Council Receipts and Payments to date (2 sheets)

Kersey Parish Council Finance sheet for 7 January 2013

Complaints Policy & Procedure (2 sheets)

Health & Safety Policy