

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON
MONDAY 9 MARCH 2015 IN KERSEY VILLAGE HALL AT 7.30 PM**

PRESENT

John Hume – Chair, John Maltby, Yvonne Martin, Ian Fidell, Giles Hollingworth, Natalie Blyth – Internal Auditor, 8 members of the public and the Clerk – Sarah Partridge. PCSO Julia Bignell and Robert Lindsay attended for part of the meeting.

29/15 APOLOGIES were received and accepted from Veronica Partridge. Jenny Antill and PCSO Coleman sent their apologies.

30/15 CO-OPTION TO FILL THE VACANCY FOR ONE PARISH COUNCILLOR

There were no nominations for a new Councillor to be co-opted.

31/15 ACCEPT MEMBERS' DECLARATIONS OF INTEREST

Yvonne Martin declared a Disclosable Pecuniary Interest in the planning application B/15/00039/FHA The Keep, Priory Hill because she is a neighbour.

**32/15 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS
RECEIVED FROM COUNCILLORS** – None received

33/15 REPORTS -*The meeting was adjourned to receive reports.*

a) Police – PCSO Coleman had sent a report read by PCSO Bignell stating that there had been two reported crimes since the meeting on 12 January. BURGLARY other building 13/01/15. Sometime between 1430 hrs and 1800 hrs unknown persons have stolen welding equipment from an insecure isolated barn. Finalised – no further lines of enquiries. THEFT other Church Hill 11/02/15. Sometime whilst the Church has been open for the public use an unknown person has tried to force entry into two wall safe/collection boxes, padlock from a third box also forced and chest where cards/guide books stored also searched. Unknown if any money was in the boxes at time of attempted theft but damage caused. On-going. PCSO Coleman is aware and will continue to monitor the parking at the school, she has already sent a polite reminder to parents via the school newsletter around Christmas time. Parents/guardians don't seem to park on the junction when the police are present.

PCSO Bignell then gave her apologies and left the meeting.

b) Suffolk County Councillor – Jenny Antill had sent a report which was read by the Clerk, appended to these minutes.

c) Babergh District Councillor – Robert Lindsay gave his report, which is appended to these minutes and answered questions from the floor.

Robert then gave his apologies and left the meeting. The meeting was reconvened.

34/15 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 February 2015 were signed and dated as being correct.

35/15 CLERK'S REPORT

Highways informed the Parish Council that the Bildeston road from The Row to Semer will be closed for carriageway repairs between 30 March and 10 April. The Clerk had contacted Highways about some of the potholes around the parish; the larger ones have been marked up for repair. Regarding the highway signs around the parish, the large Kersey 30mph sign near The Row should be fixed back in place shortly; other bent and wonky signs will be attended to in the summer when highways are not quite so busy. Highways are still to investigate options to solve the slippery pavement outside 2 Church Hill Cottages. The landladies at The Bell had been contacted and they had already planned to re-site their car park sign so it is obvious to visitors. However it has been noted that cars parked in The Street, some partly on the pavement near the pub are generally vehicles belonging to residents rather

than visitors. The Clerk had contacted the police and the school to make them aware of the continuing concerns regarding dangerous and inconsiderate parking at school drop off and collection times. The school are well aware of the problem and have regular items in their newsletter but are about to send out a specific letter to parents about parking, the eco-committee are also going to work on encouraging more sustainable travel to school, which may help to alleviate the situation slightly. The landowner had been contacted regarding the large puddle on Church Walk and asking if the hedge at the entrance can be cut back to improve visibility when exiting the lane, he will be carrying out some work in this area shortly so will have a look and see what can be done.

36/15 CORRESPONDENCE

All correspondence for the Parish Council had been circulated to Councillors. There were no particular items needing discussion which are not on the agenda for discussion later in the meeting.

37/15 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. Councillors then reviewed actual spending against the budget, sheet appended to the minutes, which showed that spending was below budgeted levels. It was agreed that the underspend on the training budget should be carried forward to the next financial year since it is an election year and it is planned that some whole Council training will be carried out. It was agreed £200 would be carried forward for training. It was also agreed to put £300 of the underspend at end of year into a fixed asset repair fund so the Council has funds available for any future repairs needed to fixed assets.

It was confirmed that Giles Hollingworth had verified and signed bank reconciliations, these have been completed to date and all is in order.

The level of the fidelity guarantee was confirmed as £25,000, the maximum amount in bank after receipt of the 1st instalment of precept will be approx. £20,000 so within the fidelity guarantee.

Ipswich Buildings Society has confirmed the new signatories for the Millennium Book Fund account have been approved.

38/15 PLANNING APPLICATIONS

B/15/00079/TCA Boutells, The Street – tree application to reduce the crown of 1 Magnolia tree by 15-25% and 1 Walnut tree by 20%. Babergh has granted permission for this tree work.

B/15/00156/AGDW Agricultural building adjacent Red House Farm, Wickerstreet Green – Notification under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2014 – Prior approval under MB (a) only for change of use from agricultural building to 1 dwelling.

Councillors looked at the documentation and discussed this application, the meeting was adjourned to hear comments from the public but there were none so the meeting was reconvened. Councillors discussed the proposals further and agreed to fully support the application. The Council supports this application for change of use because it will transform an existing redundant building into useable accommodation. Councillors did comment that the drawings did not show what roofing material would be used. The Parish Council would like to see roofing material which is in keeping with the proposed building and local area, the drawing shows the roof as white which would be completely inappropriate.

B/15/00039/FHA The Keep, Priory Hill – Erection of rear gable extension along with conversion and extension of existing garage, new swimming pool and carport and store.

Yvonne Martin declared a Disclosable Pecuniary Interest as a neighbour and left the meeting room.

Councillors looked at the documentation and discussed this application. *The meeting was then adjourned* to hear comments from the public. Several members of the public present made comments about the application and urged the parish council not to support this application. It was commented that the proposals are for a substantial development increasing the footprint and height of the property; this will impact on the privacy of neighbouring properties, particularly with the addition of balconies. There is a visual amenity issue with the proposals because it will make the property much larger and visually obvious not just for neighbouring properties but also from across the village which is a

Conservation Area. It was commented that this large development was not appropriate for a property in this medieval village which is also in Conservation Area. If this development was carried out the property would dwarf adjacent historic and listed buildings. It was also commented that there is a well in the garden close to or under the proposed developments. *The meeting was reconvened.* A letter had been received by the Parish Council from a neighbour stating that unless the applicants reconsidered and made major amendments to the proposals they would be objecting to the application for a number of reasons. These included loss of privacy due to the proposed high balconies, concerns about the impact on the Conservation Area since the proposals are not in keeping with the medieval style of properties in the village, the risk of light pollution from poolside lights. The other concern was the risk of landslide or subsidence since the proposals are for a large extension including a swimming pool constructed on a bank of earth 6 feet above a listed cottage and other adjoining listed properties. Councillors discussed the proposals further and agreed that they did not support the application for the following reasons:

The proposed additions to the property are substantial, creating a much higher building with a larger footprint than the current property. The property will be out of proportion to the existing building and surrounding houses, many of which are listed. There would be a loss of privacy due to the high balconies and windows overlooking neighbouring properties. The proposal would lead to a loss of visual amenity in a Conservation Area. The proposal is out of proportion to the site, is a big, high development and would have a relatively large effect. The design and appearance does not fit in with the surroundings of the medieval village of Kersey and the Conservation Area the property stands in. The property can be clearly seen from several view points across the Conservation Area of the village and even in its current form stands out as not being in keeping, with the proposed extensions this would only increase the detrimental impact it has on the scene. The Parish Council considers that any future developments or design and appearance changes to this property should be sympathetic to the medieval village and Conservation Area in which this property is situated.

Yvonne Martin returned to the meeting.

B/15/00201/FUL 2 Row Cottages, Priory Hill – conversion of existing two storey outbuilding to form a single dwelling (following demolition of single storey lean to structure).

Councillors looked at the documentation and discussed this application, the meeting was adjourned to hear comments from the public but there were none so the meeting was reconvened. Councillors discussed the proposals further and agreed to fully support the application. The Council supports this application because it will revitalise a neglected barn and create a smaller dwelling which will provide more affordable permanent accommodation in the parish. Councillors discussed the parking provision and felt that the provision of two off road parking places was appropriate.

One member of the public left the meeting.

39/15 KCPC WORKING GROUP

Following the winter tidy up the hedge trimmings have been cleared. An inspection of the playground has been made this week and the quarterly inspection is also due this week. The committee plans to clear out old bark under the swings and climbing frame area, replace with new membrane, gravel boards and bark. A quotation is awaited on this work and we plan to complete work during early spring, but are waiting for the ground to firm up so that the digger does not damage the ground. The area around the cricket net will also receive attention at this time. This is part of the 2015 budget. The grass cutting rota has been distributed and one or two new volunteers are being sought from amongst the parents of the school who live in or near Kersey. Unfortunately, it proved impossible to hold the quiz night this year but we are planning to hold one at the usual time in late autumn 2015.

Councillors all had a copy of the proposed 2015/16 KCPC Working Group budget, following discussion it was agreed to approve the budget, copy appended.

40/15 FOOTPATH WORKING GROUP

John Maltby reported that there were no known problems on the footpath network. The mowers had been serviced and were ready for use as and when required. A Footpath Working Group meeting will be held at The Bell on 24 March at 7.30pm. John Maltby offered thanks to whoever cleared the

footpath from Row View up to The Priory. The Chairman thanked all the volunteers for the Footpath Working Group who keep the footpaths in the parish in such good order.

Councillors all had a copy of the proposed 2015/16 Footpath Working Group budget, following discussion it was agreed to approve the budget, copy appended.

41/15 TO DISCUSS THE CONSULTATION DOCUMENT FOR THE NEW BABERGH & MID SUFFOLK JOINT LOCAL PLAN

Councillors had all reviewed the documentation produced by Babergh for this consultation. It was commented that there is an assumption that runs right through the documents that commerce and employment will follow the construction of new housing. It was felt that this was not a valid assumption. There was concern that the proposed plans give developers more open opportunity for development without enough safeguards. There is a suggestion that core villages should be the same as hinterland villages therefore there would be no distinction between the two. It was also commented that the documents were poorly written and not easy to read or to respond to. It is good to have a development plan for the area and it was commented that there should be some appropriate, proportional development in villages to keep them alive. Councillors discussed these points and agreed that the Chair in liaison with the Clerk would respond to the consultation on behalf of the Parish Council.

42/15 TO DISCUSS PROGRESS WITH THE PROJECT TO IMPROVE THE FOOTPATH LINKS BETWEEN THE CENTRE OF THE VILLAGE AND VALE LANE INCLUDING THE PROPOSED JUBILEE STEPS

Giles Hollingworth had spoken to Steve Merry at highways and discussed the project again; we are still awaiting his comments and confirmation about the final specification. Giles will continue to chase highways for the information required for the project to move forward.

43/15 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT AND INTERNAL CONTROL SYSTEMS

Councillors had all reviewed the Internal Control Systems for Kersey Parish Council and agreed they were appropriate and should be readopted. Councillors then went through the Review of Effectiveness of Internal Audit sheet, appended; this confirmed that Councillors were satisfied with the internal audit arrangements for Kersey Parish Council. The Internal Auditor had also been written to, to ask her opinion of the arrangements in place; she replied that in her opinion the arrangements are all suitable and relevant; she also confirmed her independence and competence to be the Internal Auditor for the Parish Council.

44/15 REVIEW OF RISK ASSESSMENTS

Councillors all had copies of the Business, Office and Mowing risk assessments for the Parish Council. It was agreed that these covered all the known risks for the Parish Council and arrangements to manage these risks were appropriate; it was resolved to adopt these. The internal auditor had also review these documents and agreed they were satisfactory.

45/15 TO DISCUSS THE FORTHCOMING PARISH COUNCIL ELECTIONS – completed nomination papers must be hand delivered to Babergh by 9 April

The Clerk has nominations papers for anyone interested in standing as a Parish Councillor for Kersey. Babergh has an officer available to answer queries and the officer should be contacted to make an appointment to hand deliver papers before 9 April so they can be checked to make sure all is in order and papers are not rejected. There are a total of 7 seats to be filled at this election for Kersey Parish Council. This election needs to be promoted so that there will be a full council following the election. It was agreed to put notices up around the village to encourage parishioners to consider standing.

46/15 REPORTS FROM MEETINGS

2 March Babergh/SALC Area meeting, John Maltby read his report which is appended.

47/15 FORTHCOMING MEETINGS – 24 March Footpath meeting at The Bell 7.30pm

48/15 ANY OTHER BUSINESS

The Kersey annual spring litter collection is on Saturday 14 March; all volunteers are welcomed to help. The school are joining in with this initiative by tidying some areas of the village during the week before 14 March.

The idea of a convex mirror to be placed opposite the end of Church Walk to help with visibility was discussed. The landowner had been consulted and would be happy for a mirror to be erected on the edge of his field. Highways had been consulted about this and had some safety concerns, particularly since the mirror would be erected for public use. It was agreed to put this on the agenda for the next meeting so it could be discussed further.

The meeting was adjourned for 'Parish Time'

The gully opposite The Old Vicarage was blocked by leaves and debris which would cause a drainage problem if it was not cleared, highways would be informed.

The road from Kersey Uplands towards Justice Wood was in rather a poor state with a fallen tree damaging the edge of the road, a water leak, damaged verges and mud on the road. Highways would also be informed about this.

A query was raised about when the road closure on the A1141 would be in place as the signs have different dates. The Clerk was asked to contact highways to clarify the situation.

A new no dog fouling sign for Water Lane was requested. The Clerk will supply one.

The meeting was reconvened.

There being no further business the meeting closed at 9.46 pm.

Appended to these minutes are 17 sheets:

- SCC report from Jenny Antill
- Babergh report from Robert Lindsay
- Kersey Parish Council Receipts and Payments to date (2 sheets)
- Kersey Parish Council Finance sheet for 9 March 2015
- Kersey Parish Council Budget to 31 March 2015 and agreed budget for 2015/16
- KCPC budget for 2015/16
- Footpath budget for 2015/16
- Review of effectiveness of Internal Audit for Kersey Parish Council
- Kersey Parish Council Risk Assessments (7 sheets)
- Report from SALC/Babergh area meeting on 2 March 2015