

MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 8 JULY 2013 IN KERSEY VILLAGE HALL AT 7.30 PM

PRESENT

John Hume – Chair, John Maltby, Veronica Partridge, Giles Hollingworth, Dawn Kendall (for part of the meeting) 6 members of the public and the Clerk – Sarah Partridge

93/13 APOLOGIES were received and accepted from Yvonne Martin and John Robinson; apologies were also received from Jenny Antill and PCSO Amanda Coleman. Dawn Kendall apologised that she would arrive late.

94/13 CO-OPTION TO FILL THE VACANCY FOR ONE PARISH COUNCILLOR

The vacancy has been promoted on notice boards and in the newsletter; as yet no one has expressed an interest in the position. It was agreed to actively promote the vacancy by word of mouth as well as advertising, it may be that the Council needs to consider changing the time of meetings if this is a reason which prevents some people from wishing to become a Parish Councillor.

95/13 ACCEPT MEMBERS' DECLARATIONS OF INTEREST- None

96/13 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received

97/13 REPORTS -The meeting was adjourned to receive reports.

a) Police – The Clerk read a report from the police. There have been 3 reported crimes since the meeting on the 13 May. ACCOSTING - Kersey Tye, 12/06/13. An unknown male person has approached a young female whilst she was walking the dog near to her home; he has knelt down and looked at her but not said anything or done anything else. An area search was done by the police but no one was seen. Finalised. ACQUISITION POSSESSION PROCEEDS OF CRIME ACT – Church Hill, 17/06/13. Vehicle was stopped by officers whilst out on patrol; the vehicle had information suggesting it was involved in the supply of cannabis. Officers carried out a search of the vehicle and found a large quantity of cash and evidence of cannabis (no cannabis found). 2 persons have been arrested. On-going. ASSAULT OCCASIONING ABH – Vale Lane, 30/06/13. Offender was verbally abusive to victim also lunged at them knocking them to the floor and causing scratch marks to arms. On-going.

Reference the comment made at the last meeting about unreported crimes, the police can't do anything if crimes aren't reported, if they have knowledge of crimes or potential crimes in an area then they can pay extra attention to the area. Daytime dwelling burglaries and sheds/garages/outbuildings and catalytic converters are the main crimes occurring within Babergh at present. There have been reports of 'builders' knocking on doors apologising for the noise they are causing at neighbouring properties where a dwelling burglary has occurred. This may be perfectly innocent but may also be worth a call to us should such a thing happen in the village and these so called builders are still in the area. Also if possible vehicle details and person descriptions.

b) Suffolk County Councillor – Jenny Antill had sent a report which was read and is appended to the minutes of this meeting.

Dawn Kendall arrived at the meeting

c) Babergh District Councillor – Dawn Kendall reported that the re-organisation of staff and officers at Babergh had now been completed which should mean there is an improvement in the levels of service provided by the District Council. In particular there has been a change of staff within the planning department and a consultation carried out to improve the level of service

offered, the results of this should mean a marked improvement. Following the government announcement about local government funding Babergh now needs to make £8.4 million of savings. A transformation group is looking at ways for Babergh and Mid Suffolk staff to work together in an even more efficient way to make some of these savings. Dawn said that she has been liaising between the owners of Little Manor and the planning department to try to help move forward the decision making process for the listed building application. Dawn answered questions from the floor.

Dawn then gave her apologies and left the meeting.

The meeting was reconvened.

98/13 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 10 June 2013 were signed and dated as being correct.

99/13 CLERK'S REPORT

The water problem near Ailsa Cottage on The Green is now being investigated by BT. The Clerk has been in contact with SCC highways about trees in Kersey which are considered to be public trees and who takes responsibility for them. They are looking at all the trees and areas concerned and will discuss with the Clerk in due course. A team from Babergh was requested to visit Cherry Hill in June to tidy the road edges. SCC highways are happy to provide a grit heap in Vale Lane; the Clerk will liaise with them about the exact location for the heap. The Clerk suggested that perhaps the Parish Council should consider constructing a timber frame as a grit box, similar to ones in Boxford. Following some information received from the external auditor the Clerk has investigated the need to register for PAYE and RTI with HM Revenue & Customs. The HM Revenue & Customs advisor stated that there was no need for the Parish Council to register at the present time; this should be reviewed should the Clerk's circumstances or pay change. Information on their website also confirmed this.

100/13 CORRESPONDENCE

- a) Babergh Core Strategy and Policies (2011 – 2031) - Consultation on Schedule of Further Proposed Main Modifications and Associated Sustainability Appraisal and Habitats Regulations Assessment. This was circulated to all Councillors, it was agreed not to respond.
- b) Consultation on a 'new' draft Supplementary Planning Document on Affordable Housing. Councillors had all seen this consultation and it was agreed not to respond.

101/13 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. Councillors all had a copy of the budget comparison for the year, appended, and reviewed actual spending against the budget. The Clerk answered a couple of questions. John Robinson may be interested in the role of Councillor as the Council's Financial Controller; John Hume will discuss this with him.

Natalie Blyth our Internal Auditor checked the Parish Council's files and accounts recently and found everything to be in order, her report was circulated to Councillors. She completed the internal audit section of the external audit papers and these were posted to the external auditors.

102/13 PLANNING APPLICATIONS

B/12/00211/LBC – Little Manor, Church Hill - Listed Building Consent – Internal and External works. Following the meeting on 10 June the Clerk wrote a letter to the Planning Inspectorate expressing concern at the delay in making a decision on this application. A copy was sent to government minister Eric Pickles, Tim Yeo MP, Babergh, Dawn Kendall & Suffolk Preservation Society. The Parish Council has received a reply from Dawn Kendall, she is pressing from her side but has concerns about the Babergh planning department processes. The reply from Suffolk Preservation Society noted that the Parish Council did not renew membership; they prioritise

support to members but will pass our letter to their part-time director. Tim Yeo has written to the Planning Inspectorate in support of the Parish Council's concern at the delay. The Planning Inspectorate replied acknowledging the delay, an inspector has now been appointed and will conduct a site visit on 16 July; the inspector will be informed of the Parish Council's concern for the building so there is no undue delay with issuing a decision following the site visit.

B/13/00499/LBC/ETR Manor Farm, Williams Green – Listed Building Consent – Erection of single storey rear extension and first floor side extension. Creation of bay window in east elevation (revised scheme to consent B/12/01308/LBC). Babergh has granted permission for this work.

B/13/00553/LBC Quill House, The Street – Application for listed building consent – replacement of internal flooring; external repairs and works to garden wall. Further information regarding mortar mixes and types of bricks to be used has been forwarded to the Parish Council for information only. Councillors viewed the documentation.

B/13/00567/FHA Kersey Mill, Hadleigh Road – Erection of 3 bay cartlodge. Councillors viewed all the documentation for this application and after discussion agreed to fully support the application.

The Clerk had found some information online about planning and the role of the Parish Council which was forwarded to all Councillors, a booklet will also be circulated. SALC is holding planning workshops on 9 September, 14 November, 9 January 2014 & 24 March 2014 which Councillors could book to attend.

103/13 KCPC WORKING GROUP

The quarterly inspection of the playground was carried out last week and in general all was found to be in order, there are a few minor items needing attention which will be dealt with by the Working Group over the coming weeks. The gate latch has recently been replaced. RoSPA will be visiting the playground at some point in September to carry out their annual inspection.

104/13 FOOTPATH WORKING GROUP

John Maltby reported that all paths are walkable and most had now been cut, the remaining paths will be cut shortly. There are a couple of paths and stepped areas which will be strimmed. John Hume thanked John Maltby for his report and for the work completed by the Working Group, keeping the paths in Kersey walkable is much appreciated.

105/13 PARISH PLAN – PROGRESS ON ARRANGEMENTS TO UPDATE THE PLAN

The Clerk had received information from Community Action Suffolk about how they could support the Parish Council to update the Parish Plan and write a new action plan. Community Action Suffolk can facilitate a one night village consultation that will identify issues, needs, concerns & aspirations of the parishioners. It will cost the parish £525 plus publicity, room hire and refreshments. Following the event they will draw together a full report and action plan.

Councillors felt this was rather expensive and had concerns that an event of this type would not attract enough parishioners to gain a wide enough range of feedback or interaction to represent the views and needs of the whole parish. Looking at data from another similar sized parish, only 8.4% of the population attended a Community Action Suffolk Parish Plan review event. John Hume will contact the chair of the original steering group to discuss a way forward. If anyone in the Parish would like to be involved in the Parish Plan review their input would be welcomed.

106/13 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 gave an update on the Jubilee Steps part of the project. The Working Group had met and is writing a short consultation document so the views of those in the Parish and other users can be considered, the consultation will put forward alternative schemes which have been investigated to provide a safe and long term solution for the footpath surface. Once these views are collated the Working Group will draw up a proposal for the path and find some funding for the

project. The Clerk had spoken to SCC highways about a solution for a safer route for pedestrians from Church Walk/Mill Lane to Vale Lane; Highways will look at the area and will respond in due course. It was agreed that the health and safety aspect of this whole project for pedestrians was important and should be stressed in the proposal and funding applications.

107/13 REVIEW PARISH COUNCIL ASSETS, INCLUDING REPORT ON PHYSICAL INSPECTION OF ASSETS AND INSURANCE COVER, INCLUDING A REVIEW OF FIDELITY GUARANTEE

The Clerk has inspected all the Parish Council assets, except the street lighting which is inspected and maintained as part of a contract with Suffolk County Council. The post for the notice board at Kersey Tye needs some attention – the Clerk will see to this. The wooden top seat on white brick base at Vale Lane triangle has some slightly loose timbers which need to be re-fixed. John Maltby will attend to this. Bryn Hurren had carried out the repair to the Oak sign by replacing the timber weatherboard across the top, he will return shortly to fit a piece of lead across the join to prevent water ingress. The top section of the sign is a box section of timber fitted onto a solid oak post. Bryn advised that the whole sign and post needs to be treated with a clear preservative and then given a thorough soaking with teak oil to help preserve the sign for many years to come. John Maltby and Giles Hollingworth will do this. All other assets are in reasonable condition, and do not require any attention. It was agreed the insurance values are appropriate and insurance cover for the Parish Council is appropriate; this is the last year of the 5 year long term undertaking with Community Action Suffolk. The fidelity guarantee is £20,000; current bank balances are below this figure and are not expected to exceed this figure for the remainder of the year.

108/13 TO DISCUSS WRITING A COMMUNITY EMERGENCY PLAN

There has been much publicity in Suffolk and nationally about encouraging communities to be prepared for any emergency and to identify expertise and resources available in the event of an emergency. John Hume has a template for a short community emergency plan which he will complete as a draft for the next meeting.

109/13 TRAINING

Information about training courses is regularly circulated to all Councillors and there is funding in the budget to pay for training. John Hume and Giles Hollingworth are interested in attending a planning workshop session at SALC.

110/13 REPORTS FROM MEETINGS - None

111/13 FORTHCOMING MEETINGS

9 September 7pm SALC/Babergh Area meeting, John Maltby will attend.

112/13 ANY OTHER BUSINESS

A Councillor had contacted the landowner asking for the hedge to be cut back near the entrance to the school to improve visibility.

The meeting was adjourned for 'Parish Time'

Parishioners were pleased to report that the very large potholes on the road towards Semer from the Bildeston Road cross roads had been repaired.

Concern was raised about the verge growth obstructing visibility for road users at the bottom of Mill Lane, along Mill Lane and Water Lane.

Concern was raised about the out of date signs for events being left near junctions which may obscure visibility for road users. The Clerk will contact the event organisers.

A request was made for the grass to be cut around the bench outside the church lychgate. A Councillor will attend to this shortly.

The meeting was reconvened.

There being no further business the meeting closed at 9.08 pm.

Appended to these minutes are 7 sheets:

- Report from SCC Councillor Jenny Antill (3 sheets)
- Kersey Parish Council Receipts and Payments to date (2 sheets)
- Kersey Parish Council Finance sheet for 8 July 2013
- Kersey Parish Council Budget comparison to 30 June 2013