

## CHARSFIELD PARISH COUNCIL

### Minutes of Meeting Held on Tuesday, 29<sup>th</sup> January 2019

**Present:** Councillors Pedgrift (Chair), Moor (Vice Chair), Murray, Godwin,  
Laird and Pam Hembra (Parish Clerk)

		<b>Action</b>
<b>1.</b>	<b>Apologies and Approval of Absence</b> Councillor Owen Williams	
<b>2.</b>	<b>Declarations of Interest</b> None	
<b>3.</b>	<b>Approval of Minutes of the Meeting held on 22<sup>nd</sup> November 2018</b> Minutes were approved and signed by Councillor Pedgrift	
<b>4.</b>	<b>Progress Reports for Information or Matters Arising</b> The Clerk has attended a training course for the 2019 Elections. A full pack of information should arrive in February. All candidates will need to complete a nomination form.  Councillor Moor now has on line banking access.  The governance issues with the Village Hall in hand.	
<b>5.</b>	<b>Points from the public</b> – A chance for the public to raise matters of interest relevant to Charsfield.  The owners of Shrubbery Farm have consulted a tree surgeon with regard to the tree at the end of The Street being removed.  The Clerk was asked to write to Suffolk Highways re the bridge repairs at the end of The Street to find out when this will be done.  Closure of road next to Bridge Garage – something apparently went wrong the first day causing problems but opened and closed correctly the rest of the week. The letter of a villager concerning this was discussed and the situation is to be monitored.	<b>Clerk</b>
<b>6.</b>	<b>Reports</b>	
<b>6.1</b>	<b>County Council</b> No report	
<b>6.2</b>	<b>District Council</b> No report.	
<b>6.3</b>	<b>Recreation Ground</b>	

	<p>The Recreation Ground are preparing an application for a grant for money under the old Play Scheme.</p> <p>The habitat required to accommodate the reptile mitigation plan associated with the new development has not been started, but East Suffolk DC Planning Department are stating they cannot enforce this with the Developer until the date of the condition of planning has been breached, which will be too late to prepare the habitat.</p>				
<b>6.4</b>	<b>Village Hall</b>				
<b>7.</b>	<b>Speeding/SIDS</b> The new SID seems to be working very well in various locations throughout the village. A number of people have volunteered and a rota will be issued shortly.				
<b>8.</b>	<b>Planning:</b> Planning Application DC/18/5138/FUL – 1 and 2 Hall Cottages - erection of single storey front extension to both houses and side and rear single storey extensions.  The Parish Council has no objection to this planning application.				
<b>9.</b>	<b>Finance</b> 9.1 To authorise payments as listed below:				
	<b>Date</b>	<b>Detail</b>	<b>Ref</b>	<b>Power</b>	<b>Amount</b>
	31/12/2018	HM Revenue and	100574	LA 2011 ss 1-8	£74.20
	31/12/2018	Customs	Bank Transfer	LA 2011 ss 1-8	£318.26
	31/12/2018	P J Hembra -services SALC – Training	Bank Transfer	LA 2011 ss 1-8	£20.40
	9.2 To note receipt of income as listed below: None				
	9.3 Bank reconciliations were agreed and are attached to minutes.				
<b>10.</b>	<b>Final Draft Local Plan</b>				
	<ul style="list-style-type: none"> <li>- The mention of Neighbourhood Plans in the document seem to be contradictory – this to be checked out.</li> <li>- The Local Plan remains in force until the Council decide to review it – should it not be on a members’ vote?</li> <li>- Settlement boundary in Charsfield – The land behind The Three Horseshoes has already been granted. The land behind 15 St Peters Close has been allocated for residential use for approximately 20 dwellings. If no road is developed by the side of The Three Horseshoes the traffic from approximately 40 dwellings would be through St Peters Close.</li> <li>- Planning Permission can still be applied for outside of this settlement area but, apart from certain social housing, only in-fill in the middle of a cluster of five houses for up to three new dwellings would be allowed or five dwellings in a cluster of ten.</li> </ul>				

	<ul style="list-style-type: none"> <li>- The wording relating to the land behind 15 St Peter's Close needs to be reworded slightly to clarify housing mix.</li> <li>- There is nothing about habitat protection within the Plan.</li> </ul> <p>A working party will get together to formulate a formal reply.</p>	
<p><b>11.</b></p>	<p><b>Neighbourhood Plan</b> The Clerk contacted Parker Planning Services Ltd re help with developing a Plan and asking for possible costs, the following are their observations:</p> <ul style="list-style-type: none"> <li>- Parker Planning felt we needed a really good reason to start one.</li> <li>- They take 2-4 years to write and take up a considerable amount of Councillors' time.</li> <li>- The costs are bespoke so they would not be able to give a ball park price but would be happy to come and discuss for a fee which would be reimbursed if we wished to go ahead.</li> <li>- They can just act in a consultancy capacity as point checkers if we wanted to write our own or make a Statement of Parish Plan.</li> <li>- A Neighbourhood Plan would become part of the Local Plan but although it will put us in a stronger position with the Planning Department it will not guarantee anything.</li> <li>- It is easy to put in a requirement for low cost housing or 3 in 10 properties to be bungalows but if the developer cannot make any money they will not do it.</li> </ul> <p>It was felt the Local Plan will alleviate the need for a Neighbourhood Plan, but we need to keep it on the back burner.</p>	
<p><b>12.</b></p>	<p><b>Emergency Planning – update</b> Walkie Talkies have been investigated but to get the ones worth having would cost at least £200. They would need to be kept on charge somewhere. This is the best quality without the need for a licence. As it was felt these would not be used often, we would not go ahead with the purchase at the moment.</p> <p>The following items are to be organised and purchased:</p> <ul style="list-style-type: none"> <li>Councillor Moor to organise all forms and stationery;</li> <li>Councillor Godwin to purchase sand and sandbags;</li> <li>Councillor Laird to purchase torches, batteries, night lights and matches and a First Aid kit;</li> <li>Councillor Pedgrift will purchase an FM radio and batteries and a case with a number combination padlock;</li> <li>Clerk to purchase a 1-25000 map of Charsfield</li> </ul> <p>Once all these items have been purchased the Emergency Plan will be released to the Local Authority and the Charsfield website. We would like to go live on 1<sup>st</sup> March.</p>	

	Councillor Moor to check whether there should be a review date. If the Emergency Plan is adopted by the Parish Council as a Code of Practice then this would become an annual review.	
<b>13.</b>	<p><b>Telephone Kiosk</b> Comments received so far from the notice re the telephone kiosk have been mainly positive.</p> <p>Several villagers have expressed an interest in helping repair this in some way. The PC would like it sandblasted properly but it would still need to be reglazed. Could a village group take this aspect on?</p>	
<b>14.</b>	<p><b>Grit Boxes</b> As no other requests have come from the village at this time Councillor Laird proposed the Parish Council purchase one grit bin for St Peter's Close to be placed near the Village Hall entrance. This was seconded by Councillor Godwin.</p>	
<b>19.</b>	<p><b>Date of Next Meetings</b></p> <p>19<sup>th</sup> March 2019</p> <p>Dates for 2019-2020 to be agreed:  21<sup>st</sup> May 2019  16<sup>th</sup> July 2019  3<sup>rd</sup> September 2019  26<sup>th</sup> November 2019  21st January 2020  17<sup>th</sup> March 2020</p>	
	The meeting closed at 9:30 pm.	