

EASTON PARISH COUNCIL

Minutes of the Meeting held at Easton and Letheringham Village Hall at 7:15pm
on Tuesday 10th September 2013.

Present: Cllr Owen (Chair) Cllr Gibbon Cllr Smith Cllr McEvoy Cllr Boon Cllr Coney	In Attendance: Mrs E Brown (<i>Clerk</i>) District Cllr Snell Dr and Mrs Bell Mr and Mrs Balcombe (Agenda items 1 to 7 and 10 inclusive) Mr J Newson (Agenda items 1 to 7 and 10 inclusive) Ms H Evans (Agenda items 1 to 7 and 10 inclusive) Mr J Rook (Agenda items 1 to 7 and 10 inclusive)	Apologies Cllr Kerr County Cllr Bellfield PCSO Hassler
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<p>EPC100/13 Chairman's Welcome. The Chair welcomed everyone to the meeting.</p>	
<p>EPC101/13 Public Forum Two residents commented on planning application DC/13/2155/FUL – Proposed Barn Land at Martley Hall.</p> <ul style="list-style-type: none"> • Mr. Balcombe has objected to the application because the plans show that some of the access to the barn was over his property, that the design and appearance was not in keeping with surrounding buildings and the Highways safety implications of the access route onto Framlingham Road. • Mr Newson informed the council that he feels that the name of the plot of land on which the barn is to be built is misleading. Cllr Snell informed the meeting that the name of the land was not a material consideration. 	
<p>EPC102/13 To Receive Apologies Apologies for absence were received from Cllr Kerr, the Council consented to Mr Kerr's absence. Cllr Bellfield and PCSO Hassler also sent their apologies.</p>	
<p>EPC103/13 Declarations of Interest / Dispensation Applications. Cllr Owen declared 2 non pecuniary interests in Agenda item 10 (Tree works application and Planning application DC/13/2155/FUL). Cllr Coney declared a non pecuniary interest in Agenda item 10 (Tree works application). Cllrs Boon, Smith and Gibbon have previously been given a dispensation for Agenda item 11 (Hopkins and Moore Development)</p>	
<p>EPC104/13 To Approve the minutes of the meeting held on Tuesday 9th July 2013 The minutes were approved and signed as a true record. Proposer Cllr Smith, Seconder Cllr McEvoy.</p>	
<p><i>Meeting adjourned for the District and County Cllr's Reports and Police Report.</i></p>	
<p>EPC105/13 District Cllr Bob Snell Cllr Snell reported that</p> <ul style="list-style-type: none"> • The LDF had been accepted and approved by SCDC although it has been challenged and a judicial review is forthcoming. Planning matters will now be decided upon with regard to the New Local Plan (previously known as the Core Strategy), retained local plan policies and the NPPF. • The Boundary Commission have agreed to the drop in District Cllr numbers and are now consulting on ward boundary changes. • SCDC accommodation has been externally reviewed. The Old Court House, Woodbridge has been sold; SCDC may relocate from their Melton Hill Offices. • Plans to rejuvenate the waterfront area of Woodbridge have been passed, SCDC are hopeful that investment in the project will be forthcoming. <p>Parish Councillors were concerned about SCDC's planning website not being up to date. This will hopefully be resolved soon and all new applications should be available on the new site. Parish Cllrs felt that the Boundary Commissions plan to have all new wards contain an equal number of voters would mean that 'rural' Cllr's wards would increase in size and lead to less representation of the rural viewpoint at District level.</p>	
<p>EPC106/13 County Cllr Peter Bellfield The Clerk gave Cllr Bellfields report. SCC have turned down BT's tender for 'back office' services. SCC are currently still looking for a provider for some services and will bring others back 'in house'.</p>	

<p>EPC107/13 PCSO Christian Hassler (see attached report) The Clerk read PCSO Hassler's Report. Considering the increase in crime in the village Council felt that there should be a higher police presence than currently. Council wished to know when the Mobile Police Station would next be visiting and had found that the relevant website was out of date. Decision - Cllr Owen to contact the police about these matters.</p>	Cllr Owen
<p><i>Meeting re-opened.</i></p>	
<p>EPC108/13 Planning Matters Council considered 4 planning applications.</p> <ol style="list-style-type: none"> 1. DC/13/2202/FUL. Conversion of existing garage and single storey lobby extension link to main house at Atlantis, Stud Farm. Council had received no comments from the public about this application. Council felt that the application was sympathetic to the area. Decision – Council decided to support the application. (Cllr Boon felt unable to vote as had not viewed the application due to ill health.) 2. DC/13/2155/FUL. Erection of agricultural storage building on proposed barn land at Martley Hall. Council had received several comments from the public about this application. Points noted and discussed about the application included:- <ul style="list-style-type: none"> • Development Management Policy DM15 applies: The building intrudes materially into the landscape due to its proportion and size when compared with nearby buildings and that the local road system is not adequate due to its narrowness, nearby bend, and current level of traffic. The proposal would therefore compromise highway safety and/or the free flow of traffic. • Objective 5 – The Rural Economy. Council view the economic benefits of the proposed building to be out weighed by the potential dis-benefits of impact on the environment and local residents, particularly by inappropriate traffic movements. • Previous applications for road access at this point have been refused in the past. • Design, appearance and layout are not in keeping with the surroundings. The barns location and size are inappropriate considering the open landscape of the nearby area. • Impact on visual and residential amenity would occur due to the loss of privacy of nearby residential dwellings, noise disturbance due to traffic movements. There would be disturbance during its use and the possibility of it storing hazardous materials (fire risk). • Impact on public rights of way would occur due to the change in view whilst members of the public use the nearby footpaths. Internal road linking storage barn to the main Martley Hall complex appears to cross the footpath increasing the danger for walkers. • Impact on nature. The nearby area is known to contain European protected species (including greater Crested newts) which may be adversely affected by the proposal. • Highways concerns include safety of vehicles accessing Framlingham road near a bend and at a narrow point causing manoeuvring difficulties for vehicles, the quantity and type of traffic a storage unit of this size would generate on a minor road which passes through a village. • Other comments covered need for building at this site on the Martley Hall Estate, Council felt that the building should be closer to others on the estate making it more convenient for the applicant to use and the precedent for further agricultural buildings in this residential area. • Council would have liked to have known how the items to be stored were to be delivered, why a storage barn required a tree lined drive to the main Easton Park Stud Farm buildings and further tree planting along the long driveway to Framlingham road. 3. DC/13/3/LBC. Various proposed alterations both internal and external as well as retention of works already carried out without consent at 2, Verandah Cottages, The Street. Council had received no comments from the public about this application. Decision – Council decided to support the application. 4. DC/13/2342/FUL. Conversion and extension of existing kennel building to form replacement dwelling for 2 previous dwellings on the site which were destroyed by fire at The Old Kennels, Framlingham Road. Points noticed and discussed by Council included: the location of the replacement dwelling, previous planning applications at the site and the widening of the entrance to the property to improve Highways safety. Decision – Council decided to support the application. 	

<p>The following planning decisions were received:-</p> <ol style="list-style-type: none"> C12/0538. Low Farm, Kettleburgh Road, Variation of condition 2 of Planning application C10/3150. Permission Granted. C13/1148. Hare's Leap, Installation of 2no. Conservation roof lights to west roof slope. One in the bedroom and one in en-suite. Permission Granted. <p>The following planning applications have been withdrawn:-</p> <ol style="list-style-type: none"> C13/0920 and C13/0921 Erection of single storey timber framed conservatory at 3, Verandah Cottage, The Street. <p>Council considered 1 Tree Works Application.</p> <ol style="list-style-type: none"> C13/00142/TPO. To fell 2no. Trees at King's Acre, Harriers Walk. (1 tree diseased and 1 tree because of overcrowding). Decision – Council did not object to the application. 	
<p>EPC109/13 Clerk's Report on Matters Arising</p> <ul style="list-style-type: none"> Grass cutting. One of the grass cutting contractors is no longer able to continue due to personal reasons. The previous contractor has been contacted and is prepared to return. Decision – Clerk to ask previous contractor to complete this years grass cutting contract. Bollards. Decision – Council agreed to purchase 7 wooden bollards and 1 horizontal safety barrier from EFM Surfacing Contractors. (Council have 3 quotes for 6 bollards and safety barrier, the 2 other quotes were more expensive). Monies to come from Cllr Bellfield (up to £1,000), play area budget for safety barrier and general reserves. Cllr Owen to clarify benefits of softwood v hard wood and any warranty on the work/materials with the company. Dog Bin. Decision – Council decided to purchase a new dog bin to be positioned at the bottom of School Lane. Cllrs to consider location prior to next meeting. Cost to purchase and install with post £200, without post £132. 	<p>Clerk</p> <p>Cllr Owen</p> <p>All Cllrs</p>
<p>EPC110/13 Finance (See attached reports)</p> <ol style="list-style-type: none"> Clerk's Finance Report - The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance of accounts on 30th July 2013 was £14,333.88. Salary Award. Decision – Council decided to implement the NALC and SLCC 2013/2014 National Salary Award for Local Council Clerks. Clerk to inform payroll provider. Insurance Renewal. Decision – Council to cover the Beryl Webster memorial bench and the litter bin in the play area under 'All Risks'. Clerk to obtain new premium payable for the coming year. Authorisation of payments – Decision - Payments totalling £508.70 were authorised. External Audit. Clerk has finally received an email after sending several further pieces of information to BDO that the external audit has been completed. Village Asset inspection. Prior to the meeting the village assets were inspected. <ul style="list-style-type: none"> Cemetery Gates. No action required. Clerk to write to Mr. Wright to thank him for keeping the cemetery tidy. Car Park Wall. No action required. Village Notice board. Cllr Coney to clean wood and glass. Village Sign. Cllr Smith to provide protective barrier for electricity socket around base of sign. Oak bollards around the Green. Clerk to write to Mr. Rook to thank him for making sure that the bollards were safe. Seat on Green. No action required. Play equipment. Cllr Gibbon is carrying out regular risk assessment of the equipment, no further action required. Picnic table in play area. No action required. Bench in play area. No action required. Litter bin in play area. Requires emptying, Cllr Gibbon to do so when inspecting the play equipment. Cllr McEvoy agreed for rubbish to be put in Village Hall bins for disposal. <p>Other issues identified were:</p> <ul style="list-style-type: none"> Footpath sign post near play area loose. Cllr Boon to report to SCC. Play area goal posts require new nets. Cllr Smith to source. Lottery Fund plaque on play area gate illegible. Cllr Gibbon to remove. Clerk's Training. Decision – Council agreed to send the Clerk on the Cemetery Management Course. Clerk to book place. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Coney</p> <p>Cllr Smith</p> <p>Clerk</p> <p>Cllr Gibbon</p> <p>Cllrs Boon Smith Gibbon</p> <p>Clerk</p>

<p>EPC111/13 Hopkins and Moore Development Decision – Council not to respond to H&M at this time. Village Hall has been booked for October 1st by H&M representatives. Council informed that School Lane residents have been offered the opportunity to meet with H&M representatives prior to the public consultation. Council to try to ascertain from H&M comments made about the proposed development by village residents at the public consultation.</p>	
<p>EPC112/13 Standing Orders These have been amended by Cllr Owen post the Standing Orders training session and read by the Clerk. Adjustments requested were to leave in all references to sub-committees as there are occasions when they are required (e.g. Jubilee sub-committee); Cllrs to be asked to complete an appraisal pro-forma in preparation for the Clerk's appraisal, this is for consistency and fairness and 3 quotes to be required for the spending of £250-£3,000 of Council money. Cllr Owen to rework document and circulate prior to next meeting. Revised Standing Orders to be accepted at next meeting.</p>	<p>Cllr Owen</p>
<p>EPC113/13 Litter Pick. Decision - Council to arrange for litter pick to be carried out in March/April 2014. Date to be decided nearer the time.</p>	
<p>EPC114/13 Electoral Review Decision – Council will respond to the ward boundary consultation. Clerk to complete online form stating that an equal division of voters among wards would lead to a large geographical area for 'rural' district Cllrs to cover and that there would be a higher number of district Cllrs representing the view points of voters in built up areas.</p>	<p>Clerk</p>
<p>EPC115/13 Safeguarding Policy Decision - Council decided to adopt the Ripingdale safeguarding policy (representative of a small parish council) that was sent by SCDC. Clerk to reword for Easton. Concern was shown that Easton PCC may not have a safeguarding policy. Cllr Owen to contact the PCC Secretary to check.</p>	<p>Clerk Cllr Owen</p>
<p>EPC116/13 Highways Signs and Road Markings Decision - Clerk to contact SCC Highways to ask for a site visit of Framlingham Road to discuss safety measures e.g. 'SLOW' painted on carriageway. SCC have an online form that can be completed regarding highways matters.</p>	<p>Clerk</p>
<p>EPC117/13 Clerk's Report on Urgent Decisions None to report.</p>	
<p>EPC118/13 Officer's and Representatives Reports Cllr Owen reported on his briefing with SCDC regarding the New Local Plan. Decision - Council decided to purchase a further copy of the New Local Plan at the cost of £20.</p>	<p>Clerk</p>
<p>EPC119/13 Correspondence</p> <ol style="list-style-type: none"> 1. The New Local Plan documents have been received. 2. The Local Inquiry Appeal for Hacheston Solar Park is to be held at Hacheston Village Hall, starting at 10am on 25th September 2013 to 1st October 2013. 3. Environment Agency water consultation information to be disseminated to the village via the website and the Parish Magazine. 4. The next SALC Area Meeting is on 16th September (Clerk to send apologies). 5. CAB have sent a request for Council to consider a donation to them in next years budget. 	<p>Cllr Smith, Clerk Clerk</p>
<p>EPC120/13 Matters for the next meeting</p> <ol style="list-style-type: none"> 1. Standing Orders. 2. Location of new Dog bin. 3. Litter pick (January 2014 meeting) 4. Budget matter – CAB donation 	
<p>EPC121/13 Date of next Meeting The date of the next meeting is Tuesday 12th November 2013 at 7:15pm</p>	
<p><i>Meeting closed at 9.15pm approx.</i></p>	
<p>Chairman: Date:</p>	