

MINUTES OF HOLTON ST MARY PARISH COUNCIL MEETING
held on Wednesday 10th March 2021 at 8pm
via Zoom

Present:

Parish Council (PC): Erik Ellis (EE- Vice Chairman), Oliver Greene (OG), Jan Cheng (JC), Mark Anderson (MA), Claire Rowan (CR), Richard Appleton (RA), Liz Sims (Clerk)

District Councillor: John Ward (JW)

County Councillor: Gordon Jones (GJ)

Members of the Public: 2

20.81 Apologies for Absence:

EE took the chair and welcomed the meeting. Apologies for absence were accepted from ST as unwell.

20.82 Declarations of Interest:

EE declared his interest in agenda item 20.91 d. as a householder affected by water ingress.

MA declared his interest in agenda item 20.90 c. as a householder next to Church Square

All councillors, as villagers, declared their interest in agenda item 20.88 b.

20.83 Minutes of Parish Council Meeting of 13th January 2021 and Minutes of Planning Committee Meeting of 10th February 2021

The Minutes of the Parish Council meeting held on 13th January 2021 were approved and signed as an accurate record by the Chairman. Proposed by MA and Seconded by OG and agreed unanimously.

The Minutes of the Planning Committee meeting held on 10th February 2021 were approved and signed as an accurate record by the Chairman. Proposed by OG and Seconded by MA and agreed unanimously.

20.84 Public Forum

County Councillor's Report (GJ): Report previously circulated. GJ informed the meeting that he was not standing in the County Council elections in May 21, this would be his last meeting with HSM PC. He noted that the freeport was good news for the area and also advised that there was no further information at the moment regarding the proposed National Grid option from Bramford South to Essex- this should be monitored for further updates.

EE thanked GJ on behalf of HSM PC for his past support.

District Councillor's Report (JW): Report previously circulated. JW also noted that the freeport and also Gateway 14 business park are an important part of economic development for Babergh. The district council budget had been agreed recently and there is to be a by-election in Cornard, a councillor has stepped down as has moved away. OG asked JW if there was an update regarding the extension of the village boundary on the North side of the B1070 in the proposed joint local plan. JW advised that he was still pursuing the matter but he had been advised that it had been included following assessment over the previous 4 years and that the planning inspectors comments following the previous refusal on the site did not carry any weight on the decision. He further advised that having a hamlet status did not protect from having development sites designated. EE noted that the PC had provided comments on the Joint Local Plan when asked and were informed that this inclusion was an error, now the PC is unable to comment further – he advised the PC will consider asking for BDC to take itself for a judicial review for not following its own protocols.

OG and JC further commented on the cumulative effect on the village from the additional building both in the village and further on the B1070 towards Hadleigh over the last few years, especially on traffic volumes, with those travelling south towards the A12 having to use the already known sub standard junction joining the A12. GJ informed that he is at a full council meeting next week when the Copdock interchange is being discussed and he will raise the A12 substandard junctions.

20.85 Correspondence and Clerk's Report:

The clerk noted email received inviting comments on Dedham Vale AONB Management Plan 2021-2026, this had been forwarded to councillors, also email received from NALC inviting comments on the consultation on the new Planning Model Design Code, this has been forwarded to Councillors.

It was noted that Raydon Quiet Lanes representative had approached the PC regarding their application for Noakes Road, a small section is within HSM parish boundary, the PC agreed that they had no objection.

An email has been received from a Parishioner regarding the caravans located at Holton Hall Farm, it appears that 2 of these are being occupied contrary to planning decision B/15/0075. It was agreed that the Clerk will write to planning at BDC to notify them.

It was noted that the clerk has completed the introduction to Local Council Administration training course.

20.86 Finance:

a. Financial Report

FINANCIAL REPORT to 1st March 2021

Balance at bank	£4,782.89
Balance in Reserve	£10,460.15
Int earned in Res Acc	£ 0.17
Receipts since last meeting	£ 829.20 (Grant for new noticeboard)
Payments since last meeting	£ 878.81

The balances were examined against bank statements, signed, and agreed as a true record.

b. Payments

It was **RESOLVED** the following payments be received and approved.

Zoom Jan (E Sims)	BACS	£14.39
Zoom Feb (E Sims)	BACS	£14.39
JAK Services	BACS	£180.00
Clerk Salary Feb	BACS	£545.93
Clerk Salary March	BACS	£303.33

All payments are made under the powers provided by the Local Government Act 1972 S111 unless otherwise specified.

It was noted that the Clerks February pay included repayment of TAX payments following a change in tax code. Also noted that a credit of £40 has been received from Nat West Bank in lieu of problems incurred in adding clerk to have access to online banking.

c. To Vire

Budget expenditure was examined and it was **RESOLVED** to Vire £22.24 from salary, £12.03 from flowers and £6.85 from admin to the zoom and dog bin balances to cover the shortfall of monies in these allocations.

20.87 Annual Parish Meeting

It was **RESOLVED** that the annual Parish meeting will plan to be held via zoom on the 14th April, unless regulations change and a delayed meeting in person can be arranged. Clerk will put a notice in the Quartet, on the website, facebook and the noticeboards.

20.88 Planning

a) The following planning decisions were noted –

DC/21/00337 Proposal: Application for Non-Material Amendment DC/20/03633 - Changes to cladding and minor fenestration. Location: Holton Place, Sandpits Lane, Holton St Mary, Colchester Suffolk CO7 6NH
Status: Granted

DC/21/00338 Proposal & Location of Development: Application for Listed Building Consent - Conversion of barn to form 1 no. dwelling and erection of glasshouse and store (alterations to cladding and fenestration approved under DC/20/03634). (Seeking minor cladding and fenestrations alterations to approvals DC/20/3633 and DC/20/3634) Holton Place, Sandpits Lane, Holton St Mary, Colchester Suffolk CO7 6NH
Status: Granted

b) Legal Recourse options

Recourse actions available to the PC following a planning decision were discussed and it was agreed that if the PC wanted to challenge a planning decision the best course of action would be to use a FOI request to provide the key decisions made by the Planning department on the application and then to review and decide if wanted to take to a judicial review

20.89 National Grid Network Options Assessment

As previously discussed in the County Councillors comments it was **RESOLVED** that no comment can be made at this stage, to wait until there is information to provide a comment on.

20.90 Village Infrastructure including CIL (Community Infrastructure Levy)

- a) CIL- The CIL report for 2020-21 was examined and agreed and signed by EE
- b) Maintenance of telephone box – MA to look at this and advise if re-painting is required, Clerk to obtain quotes for re-painting for further discussion.
JC noted that books had been left in the telephone box, it was agreed that this was not an arranged book exchange site and it was agreed that clerk will put a note in Quartet, on facebook and a notice on the phone box to ask for anyone to refrain from leaving books and to donate to charity once regulations allow.
- c) Church Square maintenance – A quotation has been received for work to be carried out on the surface of Church Square, Clerk to obtain 2 further quotations for further consideration. It was discussed if there was any known damage caused by National Power Network Contractors or if it was general wear and tear, Clerk to enquire, MA to inspect the square for damage.
Possible cutting of the Churchyard Holly Tree at the corner of Church Square to hedge height was discussed., This item will be added to the next agenda awaiting further update.
- d) Church Square noticeboard – The Clerk advised that the new noticeboard had been ordered following receipt of the grant from BDC. Two quotations had been received for installation, one for £304.80, and another for £285.00, a further quotation is awaited. It was discussed and agreed that if the third quotation was of a similar price the Clerk can proceed with the quotation supplied from the contractor previously used by the PC because they have completed previous work satisfactorily.
- e) Church Square Pump- The repair to the pump was discussed but it was agreed that this would need to be discussed further once final costs were obtained.
- f) Update/report on toilet proposal – the report on the feasibility study to put a toilet on Church Square was discussed, the report concluded that the provision of a toilet was not feasible, with the possibility of little use and with ongoing overheads with very little benefit to the community .RA and OG suggested that the PC should have joint discussions with the PCC regarding the possibility of providing a toilet, it was agreed that the toilet proposal should go on the next meeting agenda and the PCC should be included in the discussion. . The report did recognise the need to provide a power supply for users and functions at Millenium Green, this was discussed and agreed that further discussion was needed once costs were known.

20.77 Highways reports.

- a) Speeding –. MA advised he attended a speeding forum with representatives from the police and parishes in attendance. He discussed the option to apply for a 20mph speed zone and the reasons for and against it, it

was agreed that this was not an option to pursue. The ANPR trial rolls out shortly, MA raised with GJ that can HSM be considered as a priority for this rollout, GJ advised that our interest had been noted and he would raise again with the cabinet member concerned and also to request that HSM have a new speed survey completed, MA advised the last one was done in 2019.

- b) Road Condition – MA reported on the sunken drain covers on the road through the village, these are to be reported on the portal.
MA advised that SCC have advised that they will now provide complete funding in respect to Quiet Lane proposals, it was agreed that Stubbins Lane should be put forward- MA to pursue this,
- c) Footpaths and Pavements – nothing to note
- d) Run-off from road surface – EE noted and thanked GJ that a need has been identified by SCC outside Holton Hall and at Bacons Green and works are to be delivered in 2021-22 budget year.

20.92 Internal Audit

It was agreed that SALC should be appointed to do the internal audit this year.

20.93 Call-off Contract for small maintenance jobs

The suggestion of having a call-off contract in place for provision of small maintenance jobs was discussed it was agreed the clerk will approach SALC for advice on this.

20.94 Communication of Meetings.

The communication of planning meetings to parishioners was discussed, a notice is put on the noticeboards, website and on facebook, the clerk suggested once the new noticeboard in Church Square is installed, they can go on there also, as well as in phone box. It was further agreed that the clerk will put a notice in the Quartet to provide information about Parish Council meetings and where meeting notices are displayed.

20.95 Matters to be brought to the attention of the Council.

Nothing to report.

20.96 Next meeting

The date of the next meeting was confirmed as the 12th May 2021

The meeting closed at 22.20hrs

Signed

Date