**BADINGHAM PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**Held on Thursday November 20th 2014 at 7.30pm**

 **at Badingham Village Hall**

Reports from District & County Councillors, Police and Enterprise Badingham, and questions from members of public: -

In Attendance: One member of public:

Questions Attendance at SCDC Planning Policy meeting and report – were the Parish Council aware of Mr Mathews site.

 That there are Parking issues on the roadside at the Pub.

 Parish Plan

Meeting opened at 7.40 pm

**1 PRESENT APOLOGIES**

 Cllr S Frost - Chair Cllr D D McQuade

 Cllr S Osborne-Vice Chair Cllr L McQuade

 Cllr T Barber Cllr R Welham

 Cllr E Meigh

 Cllr G Upton

 Mrs Sue Piggott – Clerk

**2 DECLARATION OF INTERESTS**

Village Hall Management Committee – Cllr G Upton

 Cllr S Frost

 Chair Enterprise Badingham Group - Cllr E Meigh - Chair

**3 MINUTES OF MEETINGS: -9.10.14 & 30.10.14 - Approve & Sign**

Council approved and signed the minutes for 9.10.14 & 30.10.14

**4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING**

The Clerk heard from County Cllr Stephen Burroughs, he responded by agreeing to cover the printing costs for the Parish Plan brochures, he needs the agreed quote to be forwarded to him before he can action the payment. The Clerk informed the Chair.

 The Clerk has placed the Adopted Parish Plan and Action Plan on the Website. The Clerk has added a new page on the website to display the Insert that is put into the Echo.

 The Clerk arranged a date for an Extra Ordinary Meeting for 30th October, to discuss how to respond to the Early Engagement with Parish Councils for SHLAA sites.

 The Clerk contacted SCDC to inform them that they had not sent the Planning Application details for the White Horse. The day the Clerk contacted SCDC the Planning Application details arrived, because the deadline did not represent the 3 weeks due to its lateness the Clerk rang the Planning Officer for the application and requested an extended deadline to accommodate holding an extra ordinary meeting to form a response and submit accordingly. The Planning Officer granted an extension to the deadline date, giving the 7th Nov ember. This allowed the application to be considered and response agreed as an item at the extra ordinary meeting on 30th October.

 The Clerk included a piece requesting any suggestions for the siting of a bottle bank in the village into the insert of the next Echo.

 **Following the Extra Ordinary Meeting:**

 The Clerk submitted a response to SCDC of full support for the planning application for the White Horse.

 The Clerk contacted the Planning Policy team to feedback that the Parish Council were not able to respond to the early engagement SHLAA consultation due to the paperwork that was sent in support of the questions not making sense and appearing to include errors. The Planning Policy Team offered a date for members to attend at SCDC for a session with the Planning Policy Officers. The date was 11th November the Clerk booked two places for the 11am slot. The Clerk attended the session, and put forward all the issues and points that were expressed at the extra ordinary meeting. The meeting was very productive lasting 2 hours, the Clerk will present a report for Agenda Item 7.

 The Clerk has requested a funding list from Community Action Suffolk for appropriate grant funders for Children’s Play Areas.

**5 FINANCE**

 Council Agreed and Approved the Financial Statement

**6 PARISH PLAN** – Cllr Frost

The Parish Plan is fully available on the Parish Council Website, and will be going to print so that hard copies will also be available for those that request them.

**7 SCDC LOCAL PLAN – REVIEW EARLY ENGAGEMENT WITH PARISH COUNCIL PRIOR TO PUBLIC CONSULTATION**

Clerk attended meeting offered by Policy Planning, prior to meeting Clerk had sent the feedback from points raised by councillors at meeting on 30.10.14. The Clerk read out the notes from this meeting with Planning Policy team members at SCDC:

Core Strategy policies give the foundation of direction. Site Allocations review and determination of sites deemed deliverable will be over next 18months and 2 years. Lines on Maps will be drawn. Two elements of the Local Plan are to be set in place following the consultations with the public, those are Core Strategy and Site Allocation.

Existing Local Plans of 2001 and 2006 will eventually be redundant.

There can be separate blocks of physical boundary in a village, but they would need good reason to do this.

There is no 5 year land supply figure in place for the years 2015-2020. (The last 5 year plan went to 2013 – and is close to having met the figures set). The figures required for this come from those being built of the moment, outline planning permissions (3 year window needs to be calculated) and full permissions granted.

The physical boundary of a village cannot change as result of a SHLAA site. The physical boundary will not automatically envelop the site if developed.

They have dropped the density classifications (despite the question on the early engagement letter) Across the board for all Land Allocation sites the density figure is 11 houses per hectare (2.5.acres), this can be adjustable at discretion of Planning Officers in accordance with location. Linear preferred, backland can be considered.

If a village is happy to have housing, how these units would be best placed in the opinion of the village, ie infill, small groups, large estates, is important to ascertain from the community. The blue line that is drawn for the physical boundary is the suggestion of SCDC if there are comments with regard to this new boundary put forward suggestions and why.

Definition of Affordable Is:

Affordable housing remains in the rental landlords ownership for perpetuity. If lets involve shared equity, the tenant can move by claiming the percentage of equity, but can never reach 100 percent so that the property can never be owned.

Low Cost Housing is housing with low market value.

If a village considers that Affordable Housing is not appropriate it must give reasons, government mandates 1 in 3 houses built must be Affordable, however if they were to consider waiving this requirement because of an inappropriate positioning the developer must give the equal amount of funds to build the Affordable units to the Authority to enable the building of the units to happen in a more appropriate position. It could be that a village already has a quota or high quota in place. But reasons have to be submitted for this to be considered.

Anyone can suggest a parcel of land, not just the landowner. SCDC research the land and if possible to deliver housing they contact the landowner.

**7.1** During the meeting the Clerk requested that the officers read and cleared the piece she had written for the village newsletter informing the public of the impending consultation. This was done with minor adjustments to confirm the final piece. The Clerk did so and included this in the Echo insert.

**8 PLANNING - None**

**9 HIGHWAYS – Cllr G Upton**

Cllr Upton reported that she is waiting to hear from Cllr Burroughs with regard to speed restricting the A1120 and community speed iniative. **GU**

 Cllr Upton raised the ongoing problems with the Pub parking at the junction of Low Rd and A1120. The council agreed that the Clerk contact PCSO Mann to alert him to their concerns regarding these problems.  **SP**

**10 NEW LEA HOUSING**

Hastoe Housing has written to the Parish Council reminding them of the system that exists for people to apply to bid for affordable housing and that anyone wishing to be considered for New Lea Housing vacancies must be registered on the SCDC Gateway Housing system to be able to bid to be considered. Council agreed that the Clerk should make sure they have her details as a contact point. Councillors had to accept that the system only gives priority to local people if their needs happen to be identical to those housing needs of others from other villages, towns or counties who were in most need. However, as soon as Hastoe Housing notifies the Clerk of a vacancy, a notice will be put on the village notice board and website.

**11** **POCKET PARK – Cllr Welham**

Council discussed and considered the equipment renewal for the Play Area. Council agreed that if grant funding were to be accessed for the provision of the one item, a spider swing, that it would be worth looking to apply for funding to replace multiple pieces. Cllr Barber will research buying multiple pieces and costs**. TB**

**12 VILLAGE HALL – Cllr D McQuade**

 The village meeting took place concerning the future of the village hall. 30 people attended. Views were presented. Acting Chair Cllr D McQuade encouraged people to step forward as trustees and committee members. One attendee indicated that they would be prepared to join the committee.

 The AGM is scheduled for November 28th. At this meeting Cllr D McQuade and Cllr Frost will be standing down from their interim posts on the committee. Cllr Frost explained that should a working committee and trustees not result from the AGM, the future of the Village Hall was in serious question. Cllr Frost read from the constitution the implications of a collapse of its requirements ie a committee which holds responsibility for the running the hall:

***Article 15 – If the Committee by a majority decides at any time that on the ground of expense or otherwise it is necessary or advisable to discontinue the use of the Trust Premises in whole or in part for the purposes hereinbefore indicated it shall call a meeting of the inhabitants of the age of 18 years or upwards of the Parish of Badingham aforesaid of which meeting not less than fourteen day notice (stating that a resolution will be proposed thereat) shall be posted in a conspicuous place or places on the Trust Premisis and advertised in a newspaper circulation the said Parish and if such at such meeting and voting the committee may with the consent of the Minister of Education let or sell the Trust Premisis or any part thereof and the council shall execute such assurances as may be necessary for effectuating such letting or sale.***

9.00pm Cllr Meigh left the meeting.

**13 VILLAGE EMERGENCY PLANNING**

The Clerk explained that SCDC now have a website which has guidance for helping communities formulating Emergency Plans. The Clerk had printed off An Emergency Plan template which Cllr Barber took to further forming the Plan. The Clerk will forward the link for this website to all councillors. **SP**

Council agreed that as part of the formulation of the Emergency Plan that the Village Hall should be the nominated centre, with the control desk and paperwork being within the village hall cupboard designated for the Parish Council. A table will be set up along with the Emergency Planning Box which will hold the essential contacts kit, process, keys etc.

**14 VILLAGE TELEPHONE BOX**

Cllr Frost confirmed that she has sent a thank you card to express thanks to Sue and Julian for cleaning the box**.**

**15 RISK ASSESMENT /FINANCIAL ORDERS/STANDING ORDERS/ RATIFICATION**

As a requirement of the External and Internal Audit process these policies need to be ratified annually. Council agreed to defer to next meeting.

**16 COMMUNICATION**

Council to review the agreed communications that are in place**.** Council agreed to defer to next meeting

**17 CORRESPONDENCE –** None

**18 ITEMS FOR NEXT AGENDA**

* Pre-budget considerations for setting budget at Jan 2015 meeting – precept for 2015/16
* Ratification of statutory documents
* Communications Review

**19 DATE OF NEXT MEETING**

 Thursday 11th December 2014

Meeting closed 9.25pm

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Chair Date