

# POLSTEAD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH  
Tel: 01787 375085 email: polsteadpc@btinternet.com

## AGENDA FOR A MEETING TO BE HELD ON THURSDAY 19<sup>th</sup> SEPTEMBER 2019 at 7.30pm

126. Apologies for absence
127. Receive **declarations of interests** and **request for dispensation** from Councillors
128. Agree **minutes** of Polstead Parish Council meeting held on 29<sup>th</sup> August 2019
129. Receive **reports from County Councillor and District Councillor**
130. Consider the options available to PPC with **SCC's Self-Help scheme** as offered by Sudbury Town Council's Community Wardens
131. To receive **report from the WI** on its future plans
132. To receive **reports and questions from Councillors**
133. To receive reports and **questions from Parishioners** (contributions to be limited to 2 mins)
134. Agree actions following the review of the **Clerk's Report**
135. Agree actions required on **Correspondence received and emails circulated** by the Clerk to councillors since the last meeting
136. Planning
  - a. Consider **Planning Application DC/19/04149 Green Farm Barn, White Street Green** - Erection of new dwelling, detached garage and new vehicular access
  - b. Consider any further **Planning Application received since the agenda was posted** requiring a response before the next scheduled meeting
  - c. Review issues in the communication with Babergh over planning applications
  - d. **Status of Planning Applications** previously reviewed by the Parish Council.
137. To consider response to **Babergh's Joint Local Plan** consultation
138. Finance
  - a. Approve and accept **PKF Littlejohn's external audit report** for the year ended 31<sup>st</sup> March 2019
  - b. From the **RFO Report** authorise payments made since the last meeting and to be made; note income received since last meeting; review the Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget.
139. To consider plan to support the social care for the **elderly and marginalised groups** in parish
140. To consider plan to **develop a parish profile**
141. To consider any issues raised regarding **Highways and Footpaths** including replacement of gates on footpaths
142. To consider any **asset, allotment, playground or playing field** issues including this winter's grit bin filling requirements
143. Consider if and where further **dog bins** are required in village
144. Consider **bus timetable options** offered by SCC
145. Consider plans for the **Christmas event**
146. Consider expansion to **daffodil planting scheme** in village
147. Consider the **grass cutting programme for the village pond**
148. **Future agenda** items
149. Date of the next scheduled meeting is **Thursday 17<sup>th</sup> October 2019** at 7.30pm.

**Associated Papers PPC for Meeting on 19<sup>th</sup> September 2019**

**Agenda Item 127 Requests for Councillor Dispensation**

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation **you need to write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

**Agenda Item 134 Clerk's Report**

Minute	Action	Complete ✓
18/041	Sent reply to Lord of the Manor's solicitor.	
18/080	Gordon Jones has confirmed that drains have been cleared at Holly Hill for a second time this winter. This issue is still part of his ward-wide review of flooding.	
18/159 c	Application has been made to SCC for the installation of bus shelters on the A1071 near the Brewers Arms. PPC has now agreed to pay for the bases to be installed.	
18/159 d	SCC has approved the application for new grit bin locations at Bower House Tye. Order has been placed for two yellow grit bins which will be installed by Sudbury Town Council's Community Wardens when delivered.	
19/063 i	Part for play equipment has been ordered.	
19/110	Minutes updated on website and sent to magazines.	✓
19/116	Sent Planning responses to BDC.	✓
19/117 a	Payments made to suppliers.	✓
19/128	Minutes updated on website and sent to magazines.	✓
19/131	Sent Planning responses to BDC.	✓
19/134	Booked Cllr Flather on SALC Councillor training.	✓
	<b>Clerk Hours</b>	
	As at 1st September 2019 - Hours Worked 152 / Hours Paid 165	

**Agenda Item 135 Correspondence**

No correspondence other than that listed in this pack has been received since the last meeting. If there is an email that I have circulated which is not included on the agenda and you consider it should be discussed, please raise the item at this point.

**Agenda Item 136d Planning Status**

Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments
DC/19/02014	Barn At Spring Hill, Shelley Road, Stoke By Nayland	Conversion of storage barn to 1no. dwelling, erection of cart lodge and creation of vehicular access.	19/081a	Objected	Approved 27/09/2019
DC/19/02356	Coppers, White Street Green	Erection of 1no. dwelling and detached garage (following demolition of existing dwelling).	19/101a	Objected	Approved 24/07/2019
DC/19/02983	Rockalls Hall, Rockalls Road	Erection of attached annex (following partial demolition of existing building)	19/116a	Supported	Approved 06/09/2019
DC/19/03282	O/S The Brewers Arms, Bower House Tye	90 Day BT consultation on removal of Public Payphone.	19/116b	No comment	
DC/19/03153	Gable End, Hadleigh Heath	Erection of two-storey rear extension and porch, conversion of garage into home office and erection of cartlodge.	19/116c	Supported	Approved 20/09/2019
DC/19/03526	Corders House, Polstead Hill	Notification of Works to Trees in a Conservation Area - (T1) Conifer - Fell.	19/131a	Noted	Approved 23/09/2019
DC/19/03578	Land at Alverstoke Farm, Boxford Road	Erection of agricultural building as a cattle shelter and feed store.	19/131b	No comment	
DC/19/03196	The Old Rectory, Rectory Hill	Erection of outbuilding.	19/131c	Noted	Approved 27/09/2019
DC/19/03708	Willow Cottage, Hadleigh Heath	Erection of two storey rear extension.	19/131d	Supported	

**Agenda Item 137    Joint Local Plan**

Cllr Wade had prepared the following report on the JLP consultation as well as a draft response that you may wish to consider.

**Babergh and Mid Suffolk Joint Local Plan**

**Preferred Options - Consultation Document – July 2019**

**Background**

The Local Plan when adopted (due Spring 2021), will provide for the delivery of housing, economic growth, the environment and healthy communities until 2036 and beyond.

The Preferred Option Document has been prepared on a joint basis by Babergh and Mid Suffolk Councils. For the purposes of the consultation exercise Babergh and Mid Suffolk are treated separately but in parallel.

For Babergh until 2036, the Plan provides for a population increasing by just under 8%. In statistical terms the overall population is aging with the largest group aged 45-59 and 26% aged over 65.

Both Councils have established Settlement Hierarchy schemes. All settlements have been audited for the Plan, but the outcome has been no overall change. Polstead Church remains classified as a Hinterland Village with the following settlements in Polstead parish classified as Hamlet Villages – Bower House Tye, Hadleigh Heath, Polstead Heath, Mill Street and Whitestreet Green. (Maps on pages 6 to 11).

Babergh District is required to provide for 9,343 new dwellings over the plan period to 2036. Currently, there are outline planning permissions for 4,036 dwellings resulting in a need to provide additional approvals for 420 dwellings each year. The broad distribution of additional housing provision falls as follows – Ipswich Fringe 24%, Market Towns and Urban Areas 30%, Core Villages 28% with Hinterland Villages and Hamlets making up 13%. There are outline approvals for 728 dwellings in this last category leaving a need for an additional 427 plots across the whole District up to 2036. If this was applied evenly (which it will not be), across all villages, the crude arithmetic suggest each Hinterland Village should allow for between 0.2 and 0.6 housing unit each year.

The Consultation Document sets out that any development within Hinterland Villages or Hamlet boundaries should be subject to –

- 1) Sympathetic and high quality design
- 2) A high standard of landscaping
- 3) The protection of existing hedgerows and treelines
- 4) An acceptable cumulative impact

In addition to the 86 hectares of employment land already available in Babergh, the Plan is seeking an additional 2.9 hectares until 2036. However, the Council intends to over allocate. Growth in employment sites will focus on Hadleigh, Sudbury and the villages around western Ipswich. Polstead has no employment land allocated or identified.

For the next twenty years, the Plan does not envisage any significant change to the overall character of this part of Suffolk. It will remain largely rural in nature with Bury St Edmunds and Ipswich as the major urban influences. Heritage and the environment are recognised as important factors. No significant changes to the transport infrastructure are anticipated.

## **Impact on Polstead**

In terms of infrastructure and support services, Polstead naturally looks towards Hadleigh and Sudbury for such things as employment, health services, leisure and shopping. The consultation document seeks to reinforce this and encourage both towns to thrive with additional housing, shops and services.

Within the consultation document only minimal changes are proposed to the existing Polstead village boundaries (the BUAB), whilst the Polstead hamlets previously referenced as being in open countryside, now have identified constraints.

Whilst planning policies have been inconsistently applied, in recent years the overriding objection to further housing development in Polstead has been one of the lack of sustainability. The reality is that there will be no changes in our locality within the foreseeable future which will impact on sustainability. For example, our roads are not going to be widened even if we wanted this to happen and we are not going to get a scheduled bus service. In terms of facilities, the Plan seeks to further support Sudbury and Hadleigh and those we currently have are suffering from market forces and lack of demand.

The lack of sustainability results in an absence of pressure for large scale, commercial housing development within the village.

In respect of Polstead, the consultation document implies that as a Hinterland Village and Hamlets we should contribute to the District's future housing land allocation, but it is immeasurably small measured in additional dwellings and these could be found within the existing and proposed BUAB's.

As we have experienced recently, there has been pressure for a number of one-off housing developments outside the BUAB's with the main justification being to set aside the sustainability objection being the lack of a five year land supply argument. The Planning Authority continues to resist this and suggests that within the short term, revised methods of calculating need and supply will endorse a five year land supply position.

National and local planning policies are in place to ensure that all new housing development is sustainable. Since this is not the case in Polstead and this situation is not going to change, then the logical conclusion is that the Council should support the Local Plan as it has been drafted.

The consultation document contains a suggested policy to support and protect community facilities. The approach to landscape, heritage and design is broadly in line with the existing with a greater emphasis on local, non-designated assets. This could be of relevance in our Parish. The specific local policies being proposed are listed below.

Once it has reached a view on the Consultation Document, the Council should submit a response to Babergh and Mid Suffolk by the deadline of 4.00pm on Monday 30<sup>th</sup> September.

**Draft Response by Polstead Parish Council**

*Polstead Parish Council is content with the Objectives and Strategic Policies set out in the Consultation Document.*

*Within the proposed Settlement Hierarchy, Polstead - Church is identified as a Hinterland Village with five Hamlet Villages within the Parish. The Council has no issue with these designations and is unaware of any factors which might suggest a future variation. The proposed new Settlement Boundaries shown for the Hamlet Villages are welcome as the adoption of a defined boundaries will remove uncertainty and doubt.*

*The Council welcomes the fact that the consultation recognises the importance and value of Landscape and Heritage and seeks to build on existing planning policies in this area vital to Polstead.*

*It is suggested that the Local Plan will adopt the NPPF position on non-designated heritage assets. The Council's concern here is the degree of latitude around protecting these assets and the fact that decision making will be subjective and open to too many external influences.*

*Under the topic of Design and Residential Amenity the document sets out policies which seek to secure high quality design. The Council would wish to see this included in the adopted Local Plan and applied consistently and comprehensively.*

**Appendix**

The Consultation Document includes a set of proposed Local Policies under the following headings.

**Housing**

- 1) Hamlets and Clusters of development in the Countryside
- 2) Residential Annexes
- 3) Residential Extensions and Conversions
- 4) Replacement Dwellings in the Countryside
- 5) Replacement Dwellings and Additional Dwellings on Sub-Divided Plots Within Settlement Boundaries
- 6) Supported and Special Needs Housing
- 7) Affordable Housing
- 8) Provision for Gypsy and Traveller and Travelling Showpeople
- 9) Moorings and Marinas
- 10) Self-Build and Custom-Build
- 11) Employment Development
- 12) Safeguarding Economic Opportunities
- 13) Retail

**Economy**

- 14) Tourism and Leisure
- 15) Countryside Tourist Accommodation

**Environment**

- 16) Environment Protection
- 17) Biodiversity
- 18) Landscape
- 19) Area of Outstanding Natural Beauty
- 20) The Historic Environment
- 21) Change in Land Use for Equestrian or other animal/rural land base uses
- 22) Agricultural Land To Residential Garden Land
- 23) Sustainable Construction and Design
- 24) Design and Residential Amenity
- 25) Energy Sources, Storage and Distribution
- 26) Flood Risk
- 27) Sustainable Drainage Systems

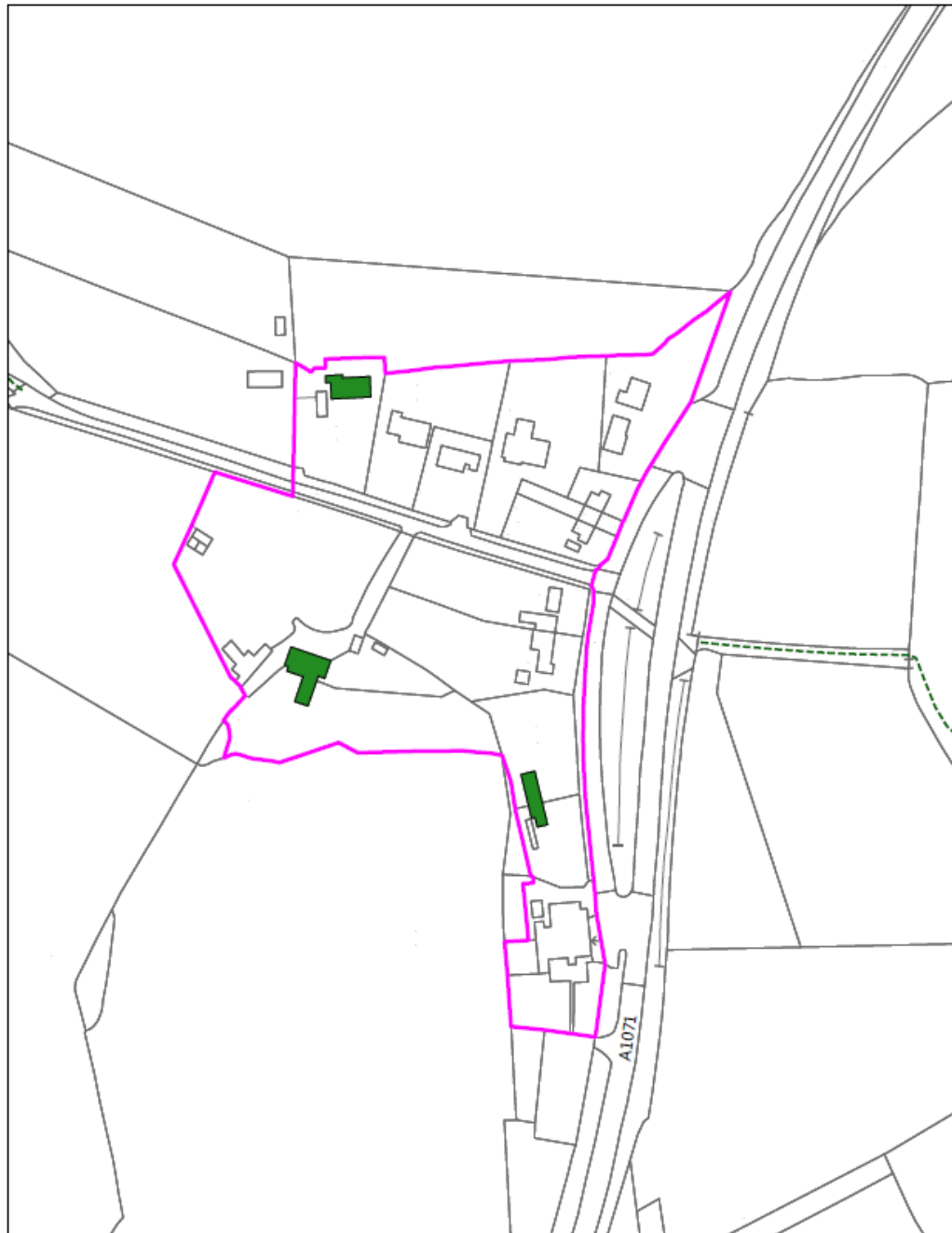
**Healthy Communities and Infrastructure**

- 28) Designated Open Spaces
- 29) Services and Facilities Within the Community – Provision / Retention
- 30) Safe, Sustainable and Active Transport
- 31) Managing Infrastructure Provision
- 32) Health and Education Provision
- 33) Developer Contributions and Planning Obligations

# Babergh District Council Place Maps

## Polstead – Bower House Tye (Hamlet)

Located to the west of the A1071 Bower House Tye within the parish of Polstead is classified as a Hamlet Village. Within the settlement boundary there are three listed buildings, and further listed buildings are located within the surrounding landscape.



**Polstead - Bower House Tye**



**BABERGH DISTRICT COUNCIL**  
 Endeavour House, 8 Russell Rd, Ipswich, IP1 2BX  
 Telephone : 0300 123 4000  
[www.babergh.gov.uk](http://www.babergh.gov.uk)



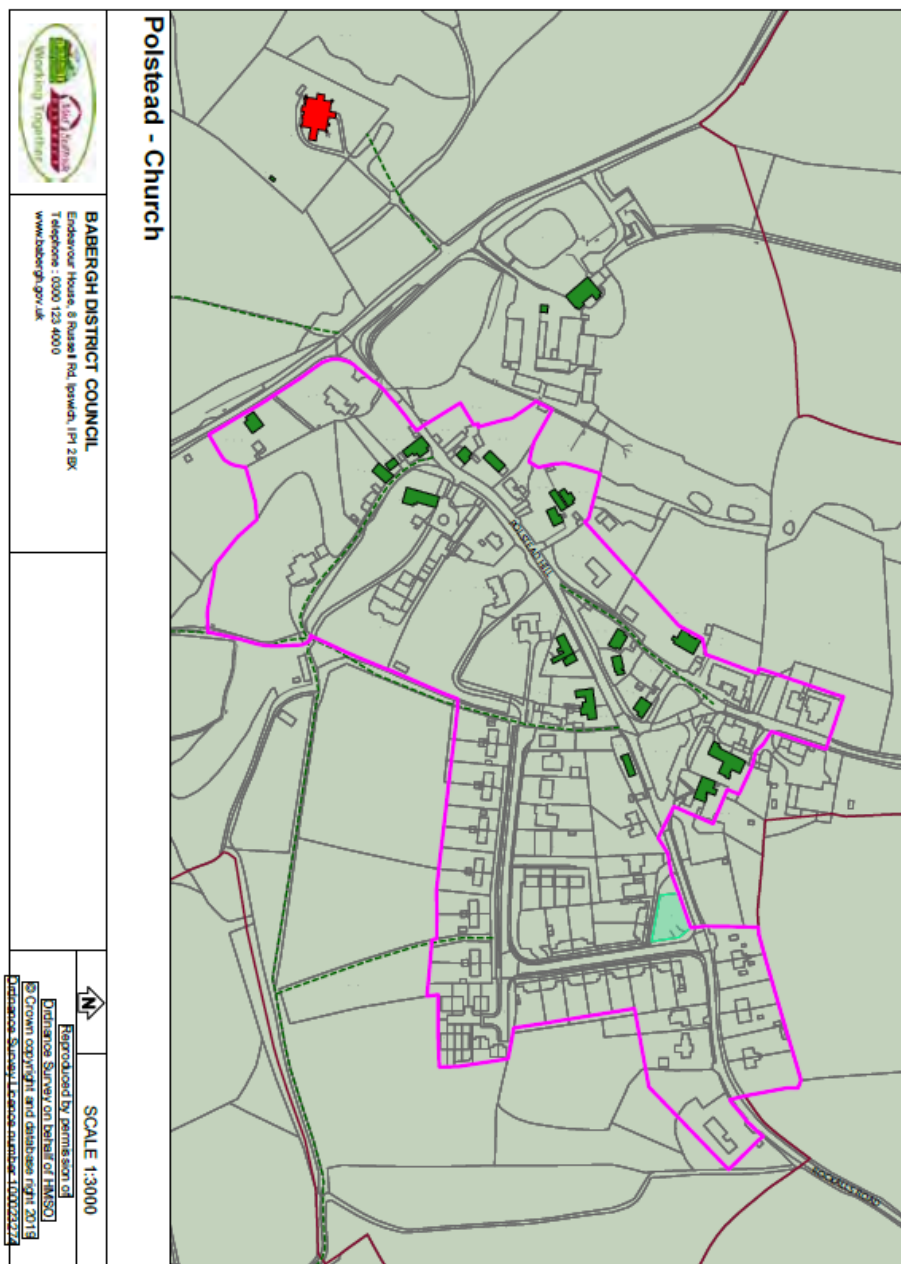
SCALE 1:1800

Reproduced by permission of  
 Ordnance Survey on behalf of HMSO  
 © Crown copyright and database right 2019  
 Ordnance Survey Licence number 100023274

# Babergh District Council Place Maps

## Polstead – Church (Hinterland)

The parish of Polstead contains a number of disperse settlements. Polstead – Church is located north of Stoke By Nayland and south of the A1071 and is identified as a Hinterland Village. Bower House Tye, Hadleigh Heath, Polstead Heath, Mill Street and Whitestreet Green are classified separately as Hamlet Villages. The settlement consists of 20th century residential development. The Conservation Area encompasses the whole of the settlement and extends west and south beyond the settlement boundary. In the northern aspect of the landscape in Polstead and the immediate surrounding area is characterised as Ancient Rolling Farmlands, the southern aspect is characterised as Rolling Valley Farmlands. Polstead is located with the Dedham Vale AONB. Polstead falls within the RAMS 13km Zone of Influence, therefore contributions will be sought for all developments involving the creation of new dwelling(s).

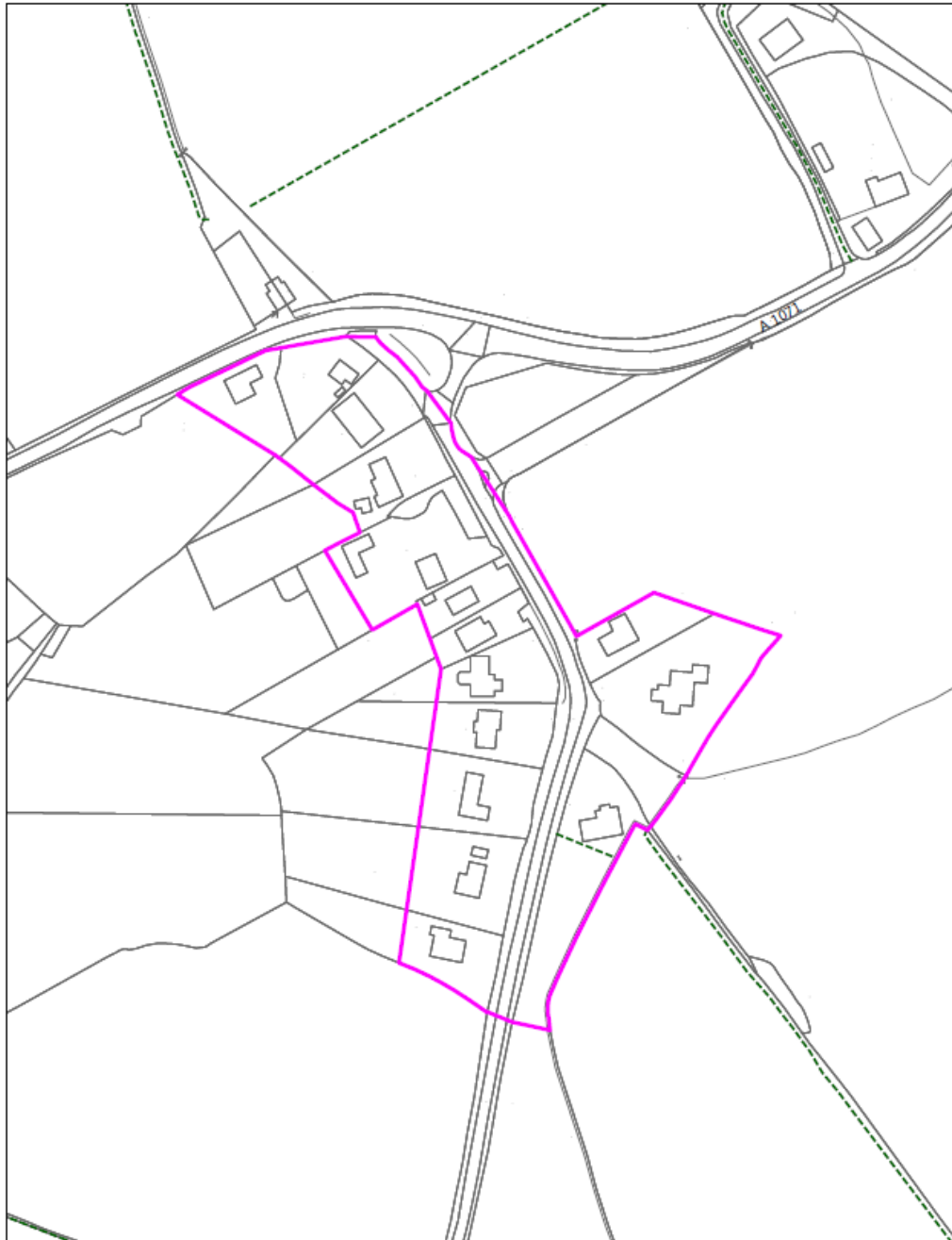




# Babergh District Council Place Maps

## Polstead – Hadleigh Heath (Hamlet)

Polstead – Hadleigh Heath lies to the south of the A1071. Polstead – Hadleigh Heath lies within the RAMS 13km Zone of Influence, therefore contributions will be sought for all developments involving the creation of new dwelling(s).



**Polstead - Hadleigh Heath**



**BABERGH DISTRICT COUNCIL**  
Endeavour House, 8 Russell Rd, Ipswich, IP1 2BX  
Telephone : 0300 123 4000  
www.babergh.gov.uk



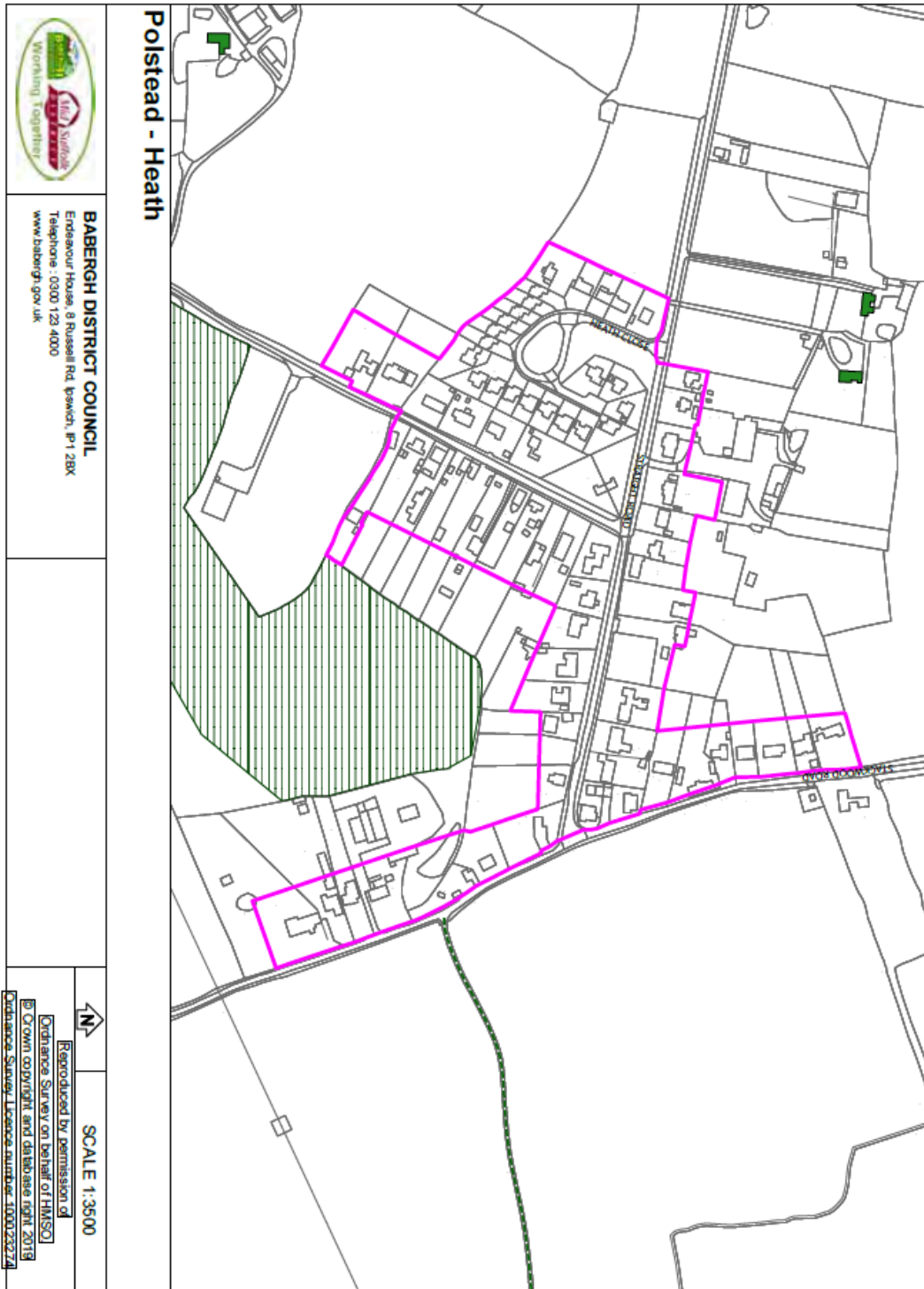
SCALE 1:2000

Reproduced by permission of  
Ordnance Survey on behalf of HMSO  
© Crown copyright and database right 2018  
Ordnance Survey Licence number 100023274

# Babergh District Council Place Maps

## Polstead Heath (Hamlet)

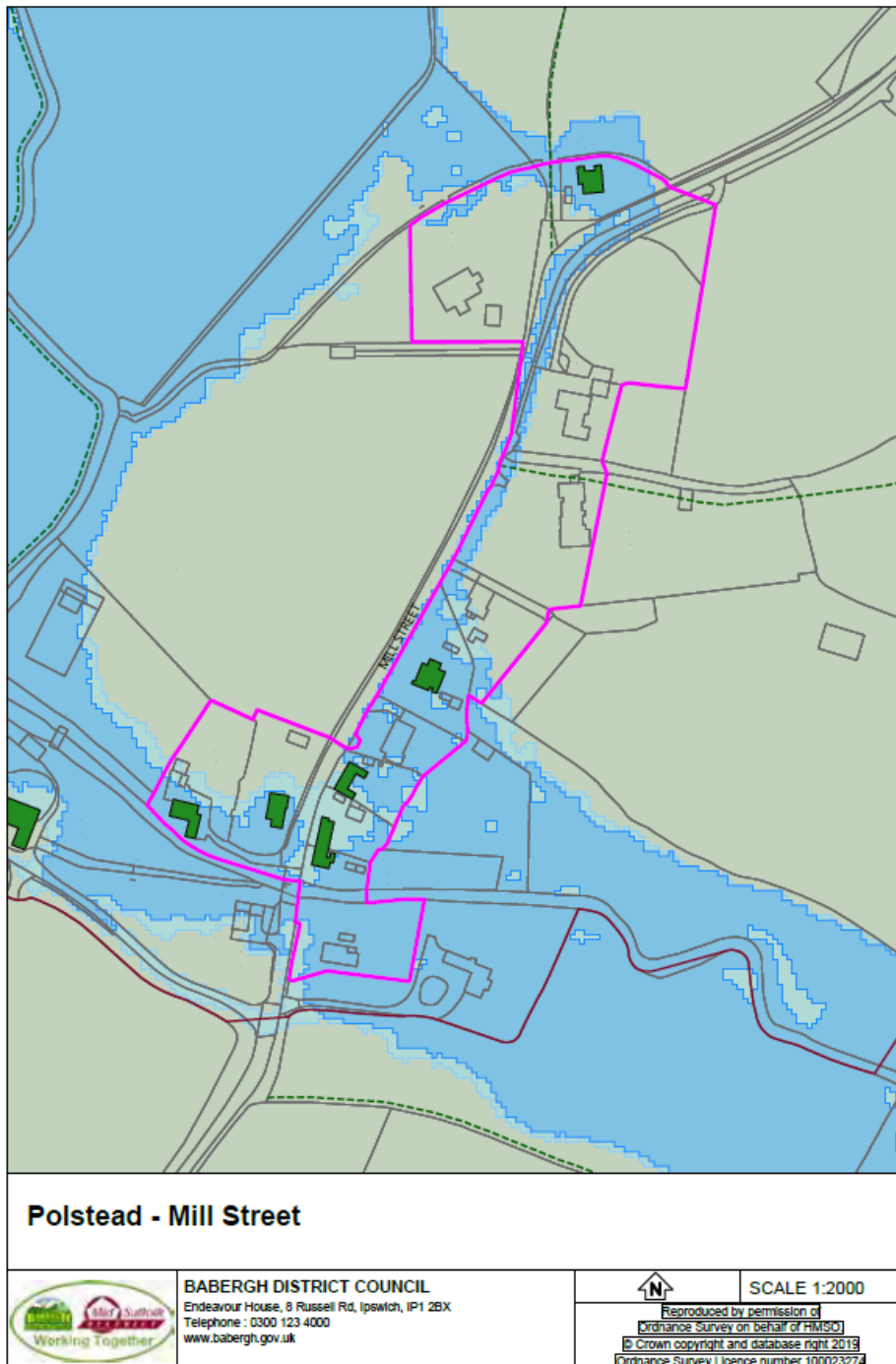
Located within the parish of Polstead, Polstead Heath is classified as a Hamlet Village. The Dedham Vale AONB is located approximately 800m to the south of Polstead Heath. Polstead Heath lies within the RAMS 13km Zone of Influence, therefore contributions will be sought for all developments involving the creation of new dwelling(s).



# Babergh District Council Place Maps

## Polstead – Mill Street (Hamlet)

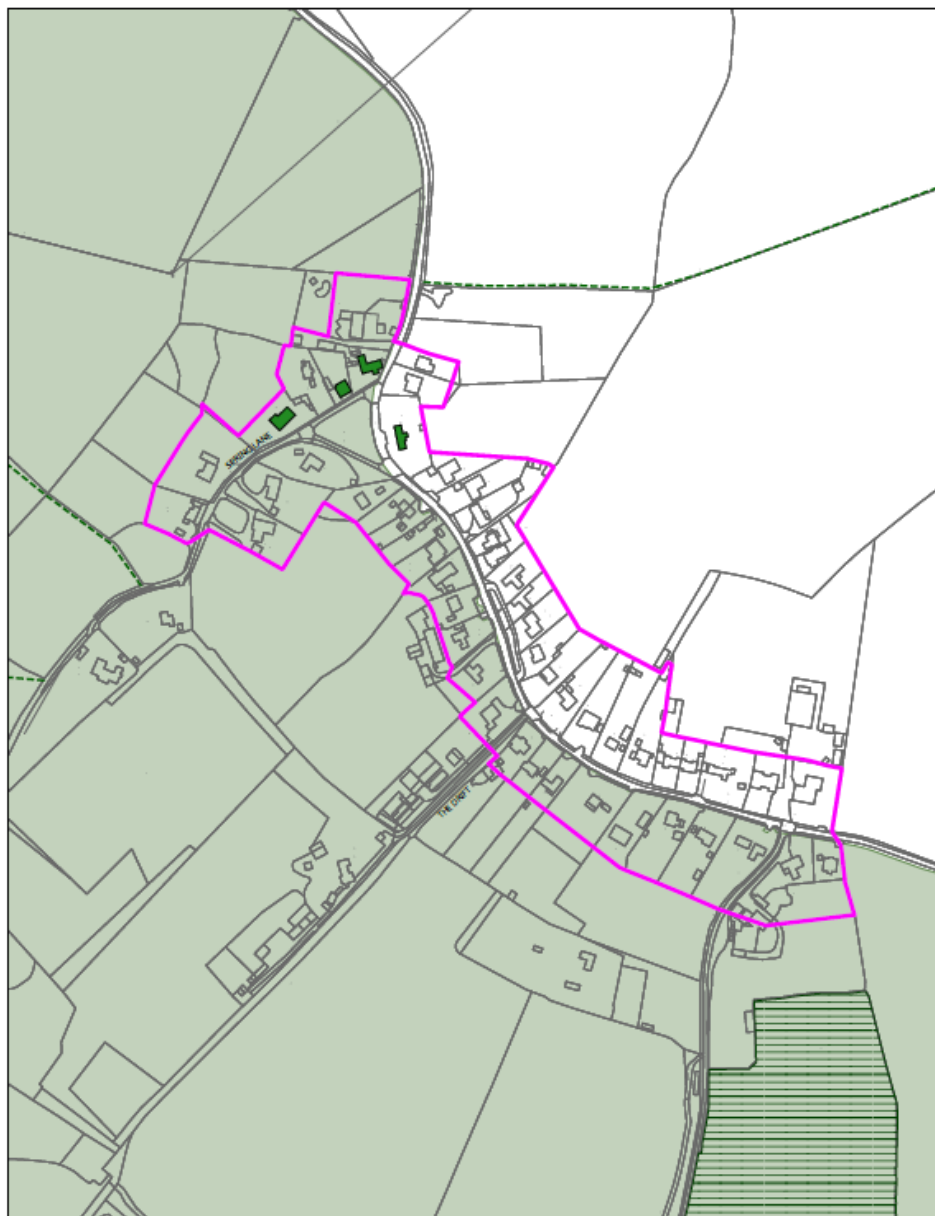
Located within the parish of Polstead, Mill Street is classified as a Hamlet Village. The entire settlement boundary is located within the Dedham Vale AONB and Polstead Conservation Area. There are a number of listed buildings within and around the settlement, with a cluster of Grade II listed buildings at the southern end of the settlement. Polstead – Mill Street lies within the RAMS 13km Zone of Influence, therefore contributions will be sought for all developments involving the creation of new dwelling(s).



# Babergh District Council Place Maps

## Polstead – Whitestreet Green (Hamlet)

Located within the parish of Polstead, Whitestreet Green is classified as a Hamlet Village. The village largely comprises of linear development. The southern and western aspects of the settlement are located within the Dedham Vale AONB. At the north of the settlement there is a cluster of Grade II listed buildings surrounding a small green. Polstead – Whitestreet Green lies within the RAMS 13km Zone of Influence, therefore contributions will be sought for all developments involving the creation of new dwelling(s).



**Polstead - Whitestreet Green**



**BABERGH DISTRICT COUNCIL**  
 Endeavour House, 8 Russell Rd, Ipswich, IP1 2BX  
 Telephone : 0300 123 4000  
 www.babergh.gov.uk



SCALE 1:3800

Reproduced by permission of  
 Ordnance Survey on behalf of HMSO  
 © Crown copyright and database right 2013  
 Ordnance Survey Licence number 100023274

**Associated Papers PPC for Meeting on 19<sup>th</sup> September 2019**

**Agenda Item 138a External Audit Report**

Please find report from PKF Littlejohn LLP attached for your review.

**Agenda Item 138b Responsible Financial Officer (RFO) Report**

**Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
30/07/19	BDC Heath Close grass cutting			550.00	0.00
02/09/19	BDC Precept & CIL			9,334.00	0.00
19/09/19	Topline Pest Control - Ants in kiosk	1968	LA 2011 ss 1 to 8	0.00	47.50
19/09/19	PKF Littlejohn - Audit fees	1969	LA 2011 ss 1 to 8	0.00	240.00
19/09/19	Wave - Allotment Water	1970	LA 2011 ss 1 to 8	0.00	23.12
19/09/19	BDC - Election costs	1971	LA 2011 ss 1 to 8	0.00	104.78
19/09/19	B Patrick - Footpaths July	1972	LA 2011 ss 1 to 8	0.00	259.00
19/09/19	B Patrick - Footpaths August	1972	LA 2011 ss 1 to 8	0.00	168.00
19/09/19	DF Crimmin - Expenses March to 10th September	1973	LA 2011 ss 1 to 8	0.00	881.61
30/09/19	DF Crimmin - Salary July to Sept	1974	LA 2011 ss 1 to 8	0.00	841.63
30/09/19	DF Crimmin - WFHA July to Sept	1974	LA 2011 ss 1 to 8	0.00	39.00
30/09/19	HMRC - Clerk Tax	1975	LA 2011 ss 1 to 8	0.00	210.40

**Reconciliation**

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Account	30/08/19	£39,491.85	£45,882.81	£2,943.04	£9,334.00	£0.00
Premier Account	30/08/19	£3,328.93	£3,328.93	£0.00	£0.00	£0.00
Cash	11/07/19	£0.00	£0.00			£0.00
		£42,820.78	£49,211.74	£2,943.04	£9,334.00	

**Budget v's Actual**

	Budget	Actual	Reserves	Budget	Actual
Assets Brought Forward		£30,429.53			
<b>Income</b>			<b>Expenditure</b>		
Precept	£18,668.00	£18,668.00	Clerks Salary	£4,655.28	£2,203.96
Bank Interest	£0.00	£1.66	Admin	£2,200.00	£1,123.34
Recycling	£0.00	£0.00	Insurance	£560.00	£0.00
Grants	£745.00	£550.00	Audit Inspections	£320.00	£328.00
Allotment Rent	£120.00	£105.00	Donations	£1,000.00	£0.00
Wayleave	£22.00	£0.00	Chairman's Allowance	£60.00	£0.00
QDJ	£0.00	£0.00	Dog & Litter Bins	£1,000.00	£0.00
Donation	£0.00	£0.00	Footpaths	£1,700.00	£1,413.00
Compensation	£0.00	£0.00	Grass Cutting	£3,250.00	£0.00
Other	£0.00	£0.00	Ditch Clearance	£200.00	£0.00
CIL	£0.00	£4,298.83	Maintenance	£1,200.00	£237.50
VAT Repayment	£0.00	£1,013.01	Village Hall	£965.00	£0.00
			Projects	£1,500.00	£376.34
			Contingency	£500.00	£0.00
			CIL	£2,041.80	£0.00
			VAT Paid	£0.00	£172.15
<b>Total</b>	<b>£19,555.00</b>	<b>£24,636.50</b>	<b>Total</b>	<b>£2,041.80</b>	<b>£19,110.28</b>
			Assets Carried Forward		£49,211.74
<b>Total</b>		<b>£55,066.03</b>	<b>Total</b>		<b>£55,066.03</b>

**Associated Papers PPC for Meeting on 19<sup>th</sup> September 2019**

**Agenda Item 138b Clerk's Expenses**

Date	Description	Postage			Telephone		Printing			Travel
		1st	2nd	Other	No of Calls	Phone Call to	A4 Print	A3 Print	Lams	Miles
01/03/19					5	BDC, A Wade, A MacWillson x 2, B Wigglesworth				
08/03/19					4	J Ward, A MacWillson, BDC x 2				
11/03/19			8							
12/03/19					1	P Garrett	6		6	
13/03/19					1	CHT				
14/03/19					2	Came & Co, CHT				
15/03/19	Meeting Pack & Notices				1	A MacWillson	222		6	15
21/03/19	Meeting				1	A MacWillson	8			12
22/03/19	Nomination packs		5				65			
25/03/19	Stamp price adjustment			-£0.39						
25/03/19	BDC, Litter Pick pack & Notices				1	A MacWillson	74		13	10
28/03/19			1							
04/04/19	AGM						240			12
05/04/19					1	Bradley Smith				
08/04/19	Notices						6		6	12
15/04/19							144		6	
16/04/19							24			
17/04/19	Notices				1	A MacWillson				15
25/04/19					3	A MacWillson x 2, A Wade				
26/04/19	A MacWillson		2		1	A Wade				14
27/04/19	IA File						100	1		
08/05/19	Councillors Information Pack						707	7		
09/05/19	Meeting Pack						196		12	
10/05/19	Notices									15
16/05/19	Meeting				1	A MacWillson	50			12
17/05/19			2							
22/05/19					1	A Wade				
03/06/19							20			
11/06/19					1	S Weston				
13/06/19	Meeting Pack & Notices				4	S Weston, J Oxford, Action Play Equipment	182		17	15
18/06/19	Meeting						25			12
19/06/19			3	£1.06						
28/06/19			1							
11/07/19	Meeting Pack				1	BDC	128		6	
12/07/19			2							
15/07/19					2	Action Play & Leisure, Anne MacWillson				
17/07/19							12			
18/07/19	Meeting						46			12
19/07/19	Training		3							14
05/08/19					1	A Wade				
07/08/19					1	A Wade				
08/08/19	Meeting Pack & Notices / Copdock Village Hall				1	A Tufts				48
27/08/19					1	A Wade	40			
02/09/19					3	J Flather, SALC, B Smith				
04/09/19	SLCC RTS									4
05/09/19										
10/09/19					1	B Smith				
		0	27		40		2295	8	72	222
		£0.00	£16.47	£0.67	£4.80		£114.75	£0.80	£8.64	£99.90

**Expenditure on behalf of Polstead Parish Council**

Date	Description	Ref	Gross	VAT	Net	Account Heading
11/03/19	Folders & Dividers	1	£11.06	£1.84	£9.22	Admin
20/07/19	SLCC Membership 66% of £122	2	£80.52	£0.00	£80.52	Admin
10/09/19	2 Grit Bins - Glasdon Invoice	3	£451.61	£75.27	£376.34	Projects
	Postage		£17.14		£17.14	
	Cost of Calls		£4.80		£4.80	
	Printing		£115.55		£115.55	
	Laminates		£8.64		£8.64	
	Travel Costs		£99.90		£99.90	
	<b>Total</b>		<b>£881.61</b>	<b>£78.95</b>	<b>£802.66</b>	Balanced
	Mileage rate from 6/4/2011	45p				
	1st Class Post	70p		Admin	£326.42	
	2nd Class Post	61p		Staff	£99.90	
	Telephone Calls	10p +VAT		Projects	£376.34	
	A4 Printing per page	5p		VAT	£78.95	
	A3 Printing per page	10p		<b>Total</b>	<b>£881.61</b>	
	Laminates	12p				

Having agreed payment to SCC for the bus timetables, which option do you wish to implement.

# Pricing structure

## Roadside timetable cards

### 1 Timetable card costs

The cost of roadside cards is based on size. We have all case sizes within your parish on our system. It is possible to receive only cards for key stops to display in a village noticeboard, we will need a list of the specific stop(s) you require.

Roadside card size	Height	Width	Price per card
Small	44cm	32.5cm	£9.00
Standard	74cm	32.5cm	£10.00
Large	74cm	46.5cm	£10.50
Extra Large	99cm	61cm	£12.50

### 2 Installation options

Prices are per parish, per service change.

	1-6 cards	7-12 cards	13+ cards
We install the card(s)	£30	£40	Bespoke cost
We post card(s) to the parish	£5.25	£5.25	£5.25

### 3 Quote

Once you supply us with your choice from section 2, we will supply you with a no-obligation quote. If you agree to the cost, then we will contact you prior to the next service change affecting stops in your parish and in advance of any subsequent changes thereafter to confirm you wish to pay for the updates. The parish will be invoiced after completion.

Below is an example of all cards and costs for Stoke By Nayland parish.

Stoke By Nayland - Church Street - opp Village Hall ( <i>Standard card</i> )	£10.00
Stoke By Nayland - Church Street - Village Hall ( <i>Small card</i> )	£9.00
Stoke By Nayland - Sudbury Road - opp The Blundens ( <i>Small card</i> )	£9.00
Stoke By Nayland - Sudbury Road - The Blundens ( <i>Small card</i> )	£9.00
Suffolk County Council installs the cards	£30.00

Total cost per timetable change: £67.00

**Agenda Item 147    Grass cutting around village pond**

Richard Kilshaw has written to the council as follows:

Re - strimming of the pond bank

I've been meaning to write for some while to request Council consider the current mowing regime of the pond bank at the road junction of The Hill and Water Lane. Unfortunately I'm too late this month as its just been shaved again!

Is it really necessary to trim so harshly and frequently?

I know site lines need to be maintained at the road junction and the footpath to the top cut - but the rest of the bank and the margin of vegetation to the pond side of the hand rail could be cut maybe once or twice a year as it was until relatively recently - Councilor Oxford will know the previous regime!

This bank contains a host of native flora (I can produce a list of over 50 native species) and surely in this day and age it should be left for all to enjoy and to encourage wildlife including pollinator species?

In addition to wildlife benefits, I hope council will consider the unnecessary costs such regular and comprehensive cutting incurs, the futility of close mowing the entire bank, and consider the aesthetics of the current management - what looks better: a natural grass bank with flowering natives plants, bees and butterflies, or a closely shaved bank strewn with wilted grass cuttings every few weeks?

**Agenda Item 148    Future Agenda Items**

Items that are currently scheduled for the next 3 months:

**October 2019**

- CIL Policy
- Car charging points
- Bus shelters.

**November 2019**

- Financial Regulations review
- Policies Review.