

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 4th July 2019 at 7.30 pm.

Present Mr C Reeve, Chairman. Mr J O'Mahony, Vice Chairman (arrived 7.55 pm.)

Mrs J Baker, Mrs D Twitchett, Miss A Mortimer, Mr T Sheppard, Mr B Panton, Mr A Searle, Dr C Posner.

Mr R Lindsay, Suffolk County Councillor. Mrs M Maybury and Mr C Arthey, Babergh District Councillors for Lavenham Ward

Mr I Lamont

Public Forum - None

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the June 2019 copy of the new-look newsletter, Constable's County, which will be published at two-monthly intervals. With an introduction by Police & Crime Commissioner, Tim Passmore, and Chief Constable, Steve Jupp, the newsletter provides an update on policing from the East, West and South policing areas of the County.

The summary of crimes reported within the parish of Lavenham is listed on www.police.uk, search by postcode on Find your Neighbourhood. No update, still showing April 2019

County Councillor's Report, Mr R Lindsay (circulated to Councillors, report follows these minutes)

In a verbal update Councillor Lindsay reported that Amanda Mays of Suffolk Highways is of the opinion that further exploratory holes need to be dug near the hole which has appeared in the roof of the culvert on the grass verge beside the Gas Works site entrance in Water Street.

Mr Reeve drew attention to the publication of the draft JLP and the consultation period. Matters such as school catchments and capacity will be addressed with the County as well as the District Council.

Dr Posner said that after eight years of negotiations a decision on the future and management of the Lavenham Walk will soon have to be made. A summary of the draft report produced on behalf of the Parish Council will be sent on shortly.

District Councillor's Report, Mrs M Maybury & Mr C Arthey

Mrs Maybury had sent her report to Lavenham Life for publication in the August edition.

Mrs Maybury understands that our MP will be talking to community bus companies in respect of, perhaps in part, trying to replace those services which are being cut by the County Council.

Mr Reeve was commended for his contribution to the CLT conference the previous day, Mrs Maybury would like to see houses built for reserved occupations and Mr Reeve was making enquiries as to whether there would be money available to purchase an open-market site for the CLT to develop for special occupations, nurses, fire service etc.

Mr Arthey confirmed that the Local Plan will come out for consultation on 22nd July, for 10 weeks. There are 500 pages in the draft and the page numbers with specific interest to Lavenham had been picked out.

As Portfolio Holder for Planning Mr Arthey was concerned in ensuring that the five year housing supply could be proved.

There were questions regarding the expansion of health facilities and the difficulties in attracting staff to an area which was seen as lacking in facilities.

Mr Arthey urged the Parish Council to comment on matters with which they agree as well as those about which they did not.

Mrs Maybury gave her apologies in advance of the August meeting.

The Minutes – Prop. by Dr Posner, sec. by Mrs Baker, the minutes of the meeting held on 6th June 2019 were approved. Carried.

Co-option to the Parish Council

A vacancy had existed since the Election and Mr Iain Lamont had expressed an interest in joining the Parish Council and had provided details of his experience and expertise which he thought might be of use in the operations and projects undertaken by the Parish Council. The members of the Council had all received a copy of this and considered that Mr Lamont would be a valuable addition to the Council and agreed to his co-option. Mr Lamont signed the Declaration of Acceptance of Office and joined the meeting.

Declarations of Interest – none

Apologies for absence received from Mrs A Norman. Apologies also received from Mr O’Mahony for anticipated late arrival.

Matters arising and update of outstanding issues

It had been reported at the AGM that the Library had had a very good year, reserves were slightly down but the expenditure had been an investment in forthcoming events.

The response to suggested amended hours put forward by Elise was still to be completed. The Children’s Summer Reading Challenge had proved a very successful event in the past and it was hoped that this year’s would carry on the success. Updates on the Literary Festival 2019 continue to be published in Lavenham Life.

Finance and Strategy

Cheques for payment:

idverde, public toilet works June £1,800.00: Kinex, phone account June £24.10: Payroll £754.26: Wealden Benches, commemorative two-seater bench £429.95: Anglian Water, water/waste services Church Street toilets £474.91: Playquip Leisure, play equipment inspection £321.30: British Gas, electricity supply Church Street toilets £16.15: Pete Schwenk, hedge cutting at 2 Lady Street £15.00: Suffolk Tree Services, tree watering at Cemetery x 16 £192.00: Paul Holland, fix artwork at 2 Lady Street £275.00: JPB Landscapes, grounds maintenance/street cleaning June (grounds maintenance £1,058.77, street cleaning £1,428.79) £2,487.56: Petty Cash £100.00: The Sandblast Sign Co, Peek Close artwork stone engraving £1,800.00.

Proposed by Mrs Baker, seconded by Mr Dr Posner, that the transactions are approved. Carried.

Notification received from Suffolk County Council of the payment of £2,500 from Councillor Lindsay’s Locality Budget towards the renovation works to the Chapel.

Acknowledgement and thanks for the Parish Council’s donation of £100 from Susan Burton, Chairman of the Lavenham Literary Festival

2017/18 Internal Auditor response

The majority of the points raised in the letter had been addressed in the 2018/19 financial transactions but further work was needed to draft financial risk assessments and update the registering of assets and compliance with the regulations in respect of the physical existence of tangible assets.

As far as the collection and processing of donations from the car parks is concerned it is considered by the Council that the recommended practice is impractical and the amounts collected not considered substantial. The present arrangements involving collection and counting by the Clerk and a Councillor are assessed as low risk.

Planning

Planning Applications Received:

DC/19/02822 Patch Cottage, 84 High Street, Lavenham

Notification of Works to Trees in a Conservation Area - T1 - (Beech) - Reduce by 1.5 metres in height and 1m in width.

Prop. Mr O'Mahony, sec. Dr Posner, recommend approval. Carried.

Planning Decisions Received:

DC/19/01911 The Granary, Mill Hill, Bury Road, Lavenham – permission refused for erection of single storey extension.

DC/19/02016 April Cottage, 40 Water Street, Lavenham

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

Discharge of Conditions for DC/18/05139 - Condition 3 (Agreement of Materials) and Condition 4 (Fenestration and Doors)

DC/19/01955 Windwards, Bury Road, Lavenham – permission granted for Change of Use of agricultural land to residential curtilage and erection of 2No dwellings, detached garages and 2 new vehicular accesses; Erection of first floor side extension, single storey rear extension and replace roofing material to existing dwelling.

DC/19/00816 Land To Rear Of Nos 42 To 45 , High Street, Lavenham – planning permission granted for erection of 4 No. single storey dwellings and outbuilding

DC/19/02592 Little Hall, Market Place, Lavenham - DISCHARGE OF CONDITION(S)

TOWN AND COUNTRY PLANNING ACT 1990, Discharge of Conditions Application for DC/18/05489 (LBC) - Condition 3 (Agreement of Materials) and Condition 4 (Agreement of Brickwork Bond Materials)

Operations

Patching of the sunken area in the centre of Water Street beside the Swan Hotel had been carried out in half a day but the Parish Council feared that the treatment could be inadequate. Mr Lindsay said that the culvert has been taken onto the County assets register. Question to be asked via Mr Lindsay as to whether investigations had established what had caused the area to subside, and whether the works carried out would prevent further sinking in the future. It was pointed out that anybody can make application to Historic England for the culvert to be listed.

Water Street Weight Restriction – the draft response had been sent to the Clerk and Mr O'Mahony in order to check that all comments made had been included. This would be circulated to all Councillors and if there were no further points raised the agreed response would be forwarded to the County Council on Monday 8th July.

Electric Vehicle Charging Points - Peter Chisnall has contacted the Clerk to say that he has now taken on the project to install two Electric Vehicle Charging Points which are to be provided by Babergh, following a successful CIL bid, in the car park in Church Street. The groundworks are due to start on 10th July, followed by UKPN making the connection on 18/19 July, by the end of the month everything should be fully installed and ready for use.

Gas Works site – the results of the water sample testing are still awaited. It is proposed to contact Heritage England about the gas holder and gear up for a CIL bid. The fencing to be removed from the CLT site had been secured by Mr Reeve with a view to being installed around the gas works site.

Lavenham Walk – it was noted that Kevin Verlander had responded quickly and the hole that

had reopened in the surface of the Walk had been promptly filled in.

A paper is being drafted, with the help of Neil Warden, exploring alternatives to the lease with a view to putting forward recommendations to be considered by the full Council. This could possibly be circulated before the next meeting.

There were some concerns as it had been reported that Lyme Disease infected ticks had been identified in the Lineage Wood area. As the wood bordered the Lavenham Walk advice had been sought by Dr Posner as to how walkers in the area might be alerted. He had been in touch with the Surgery and they had agreed to put up leaflets. Further enquiries will be made with Babergh. Mr Sheppard pointed out that suggestions for precautions to reduce the risk of picking up a tick were included in the Countryside Code.

Housing and Social

CLT - photographs of the Peek Close site progress were shown around the meeting. The CLT AGM will take place in mid-August and will include a tour of the site for members.

LED lighting – no update, and at Babergh level they had received no response in respect of progress on their 20 lights.

Good Neighbours Scheme – the Annual Strawberry Tea had taken place in Caroline’s garden today, it was well attended with Mr Hewson talking about planting in the garden. The Scheme itself had been very busy with tasks for the last few weeks.

Dementia Alliance – the usual monthly morning meeting is next Wednesday and it is planned that for one of these meetings there will be a trip out to Assington Farm Shop for coffee and cake.

Following the Hidden Gardens Gala Dinner at the Swan Hotel the Alliance had been most fortunate to receive a donation of £1,050 from the raffle.

Tenter Piece – talks are ongoing with the District Council regarding a lease for the Common Room to enable modifications to be carried out in order to make it more appropriate for use as a hub for the Good Neighbours Scheme and Dementia Alliance. Officers have agreed in principle to a 25+ year lease. It will be left to the Parish Council to produce a scheme and a plan the suitability of which will first be considered by Doreen Twitchett and Caroline Eves. The estimate of the cost of producing a plan was £2,500 and it was proposed by Mr Sheppard, seconded by Mr Searle, and agreed, that this amount should be budgeted for.

Correspondence had been received from:

Graham Pattrick, concerning the cutting regime for the Churchyard and enquiring whether it might be possible to leave uncut wild flower areas. It might be difficult at this stage of the season to consider leaving areas uncut, but it was thought that the contractor could be approached to see if specific plants could be protected and left uncut.

John Pawsey, Chair of Friends of Lavenham Airfield, asking for a representative to join their group planning for the 75th VE Day Remembrance weekend from 8th to 10th May 2020. It was considered that as Mr O’Mahony, Mr Sheppard and Mr Panton were already involved with the group there was sufficient representation already.

2 Lady Street

Footfall continues to increase and there had been a good meeting with the Area Manager representing the Post Office. However, it was not felt possible at this time to give a reliable figure of the likely income needed to convert to a local Post Office.

Sudbury Wardens

A meeting will be sought with the Sudbury Town Clerk to discuss the Service Level Agreement.

VE Day 75 – 8th May 2020

It was agreed in principle to provide some funding for the commemorations as with the Armistice Centenary in 2018. A budget will be considered when the finance group meets.

Suffolk County Council Highways Self-Help Scheme

Having considered the information about the Scheme which had been circulated it was proposed by Mr O'Mahony, seconded by Dr Posner, that the Parish Council should indicate to the County Council that it was willing to take on the scheme. Agreed. An early response would ensure that accreditation training would be provided free by the County Council.

Steps would be taken to identify and nominate a Ranger to work on behalf of the Parish Council. It was suggested that, in association with other parishes in the Ward, arrangements might be made to share nominated persons and co-ordinate work between the parishes.

Matters to be brought to the attention of the Parish Council

Mrs Baker confirmed that 12-14 Water Street had been granted charity use for the Soper Collection.

Dog walkers had expressed concerns about the areas of long grass on the recreation ground, especially with the recent warnings about ticks. Many dog owners walked their pets responsibly around the area and the long grass was making walking difficult. It would thought that the grass would be cut before the annual car show but more information would be sought about the more long term intentions of the Community Council regarding this.

The next meeting will be held on Thursday 1st August 2019.

The meeting closed at 9.45 pm.