

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 3<sup>rd</sup> October 2019 at 7.30 pm.

Present Mr J O'Mahony, Vice Chairman

Mrs D Twitchett, Miss A Mortimer, Mr B Panton, Mr T Sheppard, Mr A Searle, Mr I Lamont  
Mr R Lindsay, Suffolk County Councillor. Mrs M Maybury and Mr C Arthey, District  
Councillors for Lavenham Ward.

4 members of the public

Public Forum - Mr John Pawsey, Chair of the Friends of Lavenham Airfield, spoke about plans in hand and ambitions for the future. The group has received many gifts from veterans and is looking for a site for a museum, perhaps in conjunction with another group such as the Parish Council.

The annual FOLA celebrations will take place to coincide with the VE Day 75 weekend, this will involve many village groups and FOLA would like very much for the Parish Council to be involved as well.

Fundraising for the memorial to the 233 servicemen who died flying from Lavenham Airfield continues. Alpheton Parish Council has made a £200 donation. Increasing numbers of relatives, children and grandchildren, are coming back and staying in the village, keeping the connection going. Mr Pawsey hoped that the people of the village continued to consider the Airfield, and the people who had served there, as part of the community.

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the October 2019 copy of the new-look newsletter, third edition Constable's County, which is published at two-monthly intervals. 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](http://www.police.uk), search by postcode on Find your Neighbourhood. Crimes recorded within the parish of Lavenham in August 2019: 1 x Criminal Damage/Arson; 1 x Theft other.

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

District Councillor's Reports, Mrs M Maybury and Mr C Arthey

Mrs Maybury would be present for a future meeting (probably in November) of some Parish Councillors with officers from Babergh Public Realm to discuss issues in the village.

One thousand young people had registered for the Free Swims during the summer holiday period, with some making returned visits. This had resulted in a cost of £13,000.

The Parish Council's comments on the Joint Local Plan had been submitted, unfortunately Mrs Maybury's report had 'gone missing' following submission.

A new group called Sporting Memories has been set up and is looking for a suitable venue to meet, the pavilion on the recreation ground in Bridge Street Road was suggested. The group met as a social club to swap memories of past sporting lives. Mrs Maybury was disappointed that the focus appeared to be on men, sporting memories of football/cricket, when she was aware that many women had also enjoyed sporting careers or leisure time, such as playing netball or swimming.

Mrs Maybury confirmed reports that she and her colleague Sue Ayers, had 'moved across the floor' and left the Conservative group. They are now Independents, a shift of political balance on the committees has resulted.

Mr Arthey mentioned that the JLP consultation period ended on Monday, submissions are being collated by officers and will be presented to a members panel later this month.

The Land Supply position is now at 5.67 years, as for housing delivery, there were 579

completions in 2018/19.

Mr Arthey mentioned that if a CIL application was to be made in respect of the Gas Works site it must be submitted by the end of the month. Mr O'Mahony said that he would probably talk further to Mr Arthey on this subject. Mr Lamont asked how CIL payments were timed, Mr Arthey said they are due when work starts and payments are phased.

**The Minutes** – Prop. by Mr Searle, sec. by Mr Lamont, the minutes of the meeting held 5<sup>th</sup> September were approved. Carried.

**Declarations of Interest** – none

**Apologies for absence** received from Mr Reeve, Mrs Norman, Dr Posner.

**Matters arising and update of outstanding issues**

Mr O'Mahony reported the resignation of Mrs Baker from the Parish Council. Her presence on the Council would be sorely missed, she had made a tremendous contribution to discussion and debate, also her energy and imagination when she was involved in the organisation of many community celebrations and commemorations over the years.

**Finance and Strategy**

**Invoice paid between meetings:**

Sandblast Stone Company, delivery/installation of engraved stone at Peek Close £1,200.00.

**Cheques for payment:**

idverde, public toilet works Sept £1,800.00: JPB Landscapes, grounds maintenance/street cleaning Sept (grounds maintenance £1,058.77, street cleaning £1,428.79) £2,487.56: Kinex, phone account Sept £24.08: : Karzees, First Meadow toilet rental 1 day & removal £28.00: Cooper & Kelling Builders, Chapel refurbishment, payment of 3% retention £747.60: Payroll (incl ½ year expenses) £954.26: British Gas, electricity supply to Church Street toilets £17.72: Paul Holland, repairs to Church Street toilet lighting £215.00: Sudbury Town Council, Sudbury Warden services 01/07/19 to 27/09/19 £697.92: PKF Littlejohn, annual external audit fee £480.00: Lavenham CC, Village Hall room hire 20/09 & 16/09 £36.50: Lavenham Exhibition Endowment, financial support £350.00: Lavenham Woodland Project, annual donation £300.00.

A letter to the Bank requests the transfer of £8,000 between accounts.

PKF Littlejohn LLP have completed the review of the AGAR for Lavenham Parish Council for the year ended 31 March 2019, the external auditor report (Part 3) notes: 'in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.' Copies of Part 3 of the AGAR and the Notice of Conclusion of Audit are now displayed on the parish notice board and the website.

Mr Searle proposed, Mrs Twitchett seconded, that the financial transactions are approved. Carried.

Bates, Wells & Braithwaite have forwarded a cheque for £168.09, being the balance of the monies held in the Client Account in respect of the aborted lease negotiations with Suffolk County Council.

The Table Tennis Club have donated £1,000 to cover the cost of purchasing an outdoor table tennis table, and the installation of grass protection around the table, on the First Meadow. The cost of the preferred table, Cornilleau Proline 510M is £565.83 (ex VAT), plus the cost of protective rubber mats around the playing area of £417.42 (ex VAT) totals £983.25.

Acknowledgement and thanks received for the £1,500 subvention payment from Kelly Cobbold of the Pre-School

Consider estimates received from Suffolk Tree Services for Cemetery works

Proposed by Mr Sheppard, seconded by Miss Mortimer, the Parish Council accepts the estimate of £500 (ex VAT) to fell, poison and remove all self-set Elder, Brambles, Hawthorn, growing on graves in the Cemetery. Also accepts 50% of the total quoted of £800 to carry out crown reduction and lift, to the four Lime trees on the boundary with The Glebe, remainder to be paid by the resident. Carried.

**Planning**

Planning Applications Received:

DC/19/04287 - Windwards, Bury Road, Lavenham,

Householder Planning Application - Erection of single storey front and rear extensions, alterations to fenestration and erection of first floor extension (Retention of)

DC/19/04286 - Plot 1 Land Adjoining Windwards, Bury Road, Lavenham

Planning Application - Erection of 1no. dwelling and detached garage including creation of vehicular access

DC/19/04285 Plot 2 Land Adjoining Windwards Bury Road Lavenham

Planning Application - Erection of 1no. dwelling and detached garage including creation of vehicular access

Prop. Mrs Twitchett, sec. Mr Lamont, recommend approval of all 3 Applications. Carried.

DC/19/04141 Gable End, 29 High Street, Lavenham

Householder Application. Fenestration alterations to outbuilding for ancillary use as home office/studio

Prop. Mrs Twitchett, sec. Miss Mortimer, recommend approval. Carried.

DC/19/04220 20 High Street Lavenham

Application for Listed Building Consent - Removal of oak ledges and render and replacement of lime render to rear elevation.

Prop. Mr Lamont. Sec. Mr Searle, recommend approval. Carried.

DC/19/04208 & DC/19/04209 The Cider House, 2 Hall Road, Lavenham

Householder Planning Application & Listed Building Consent - Erection of first floor rear/part side and single storey rear/side extension (following demolition of existing garage) and associated internal and external alterations

Prop. Mr Searle, sec. Miss Mortimer, recommend approval. Carried.

DC/19/04039 - Land South Of Clay Hill Lane, Lavenham

Outline Planning Application (Access to be considered) - Erection of 1no. dwelling following demolition of existing building

Prop. Mr Lamont, sec. Mr Searle, recommend refusal. Carried.

This Application replaces the previous Application DC/18/00388 for a two storey dwelling. The Outline Permission was initially Approved but later revoked due to issues relating to the boundary of the Conservation Area. The Parish Council did not support the original Application.

In respect of the new application the following points have been considered:-

The site lies within the Special Landscape Area to the east of Lavenham, LNDP ENV1  
- Defined views and Special Landscape Areas - will only permit development where it

maintains or enhances the Special Landscape Area identified in the Lavenham Landscape Character Assessment and is designed and sited to harmonise with the landscape setting.

This application is for a single storey building set into the hill with some screening, however it sits on the hill overlooking the Brett valley and would be visibly intrusive in this locality which is designated as a Special Landscape Area. The defined views into, and out from, the village identified in LNDP ENV1 include the important view 8 “The Lolls” from which vantage point the proposed building would be seen as a prominent skyline feature.

The Lavenham Landscape Sensitivity Study [2015] further identifies Clay Hill as an area of high landscape sensitivity.

In addition it is considered that the proposed building does not conform to saved Policies HS05 and CN01 in the Babergh Local Plan Alt No.2 [2006]. Under HS05, the size and massing of the replacement building are significantly different to that of the original building to be replaced, and under CN01, that the new building will be more intrusive than the existing.

DC/19/04538 Brett Farm, Clay Hill Lane, Lavenham

Application under Section 73 for removal or variation of a condition following grant of B/91/0242 dated 20/02/1991 without compliance of Condition 9 (Occupancy of Dwelling).

Town and Country Planning Act 1990 - Removal of Condition 9 (occupancy restriction)

Prop. Mrs Twitchett, sec. Mr Panton, recommend approval. Carried.

DC/19/04469 Walnut Cottage 28 Bolton Street Lavenham

Notification of Works to Trees in a Conservation Area -T1 (Walnut) - Reduce by 25-30%.

Prop. Mr Panton, sec. Mrs Twitchett, recommend approval. Carried.

DC/19/04369 Land To Rear Of No's. 42 To 45 , High Street, Lavenham

Application under Section 73 of the Town and Country Planning Act relating to

DC/19/00816 without compliance of Condition 2 (Approved Plans) to amend

Elevations and Floor Plans to Plot 3 & 4

Prop. Mr Searle, sec. Mr Lamont, recommend refusal. 5 for, 1 abstained. Carried.

The original Planning Application (DC/19/00816) was not supported by the Parish Council, although subsequently approved by Babergh. This new application does not change or deal with any of the objections made to the original Application.

Following the resignation of Mrs Baker, Miss Mortimer and Mr Lamont had joined the Planning Group.

#### Planning Decisions Received:

DC/19/03541 & DC/19/03744 14 Prentice Street, Lavenham – Listed Building Consents Granted for installation of damp proof course and re-plaster internal walls & insertion of rooflight and internal alterations as described in the heritage/design and access statement and on proposed plan BD/248/20

DC/19/03987 & DC/19/03988 The Hall, Hall Road, Lavenham – Planning Permission & Listed Building Consent granted for insertion of doors into external wall (following part demolition of wall)

DC/19/04042 Barnsdale, Bolton Street, Lavenham – Notification of Works to Trees in a Conservation Area - T1 (Silver Birch) - Reduce crown by 40%, T2 (Maple Crimson) - Reduce by 30%, shape and balance. T3 (Pyrus Chanticleer) - Reduce height by 1/3 and raise crown. T4 (Cherry) - Reduce height by 50% and sides by 2m.

DC/19/04040 Gable End, 29 High Street, Lavenham - Listed Building Consent granted for creation of opening and removal of infill material in internal wall

DC/19/04171 Former Highways Depot, Melford Road, Lavenham, Suffolk

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

Discharge of Conditions for B/16/01559 - Condition 7 - (External Lighting)

## **Operations**

**Traffic and Road Management** – a meeting is being set up between Parish Councillors, Suffolk County Council officers and Mary Evans, Cabinet Member for Highways, in order to discuss outstanding traffic issues in the village.

**Sudbury Wardens** – Mr O'Mahony and the Clerk had met with Sudbury Town Council Clerk and the Senior Warden. Both agreed that the Parish Council was not receiving an acceptable service. Subject to Parish Council approval it was agreed that, providing the Warden service was maintained according to the improvements agreed at the meeting, the contract will continue until the due date of March 2020, if performance does not come up to expectations however the contract will be reviewed again before the due date. As Dr Posner wished his share his views as far as services on the Lavenham Walk are concerned a decision was postponed.

**Gas Works site** – Mr O'Mahony and Mr Butcher, who has agreed to act as site manager for the project, will meet a representative from BNP Paribas on site next Thursday. As a basis for a CIL bid Mr O'Mahony said that a rough estimate of the costs for surfacing would be needed.

**Suffolk County Council Highways Self-Help Scheme** -before any decision is made on this matter the answers to several questions put to Highways in an email are required. Still pursuing.

## **Housing and Social**

**CLT** - five houses should be occupied from tomorrow, the remainder on the 11<sup>th</sup>. The artwork is almost completed.

**Good Neighbours Scheme** – still busy. Local resident Elizabeth Norman talked about her acting career at the Common Room tea today. Another lunch is planned for November and plans are in hand for the Christmas party in December. The AGM and social evening is being held in the Guildhall tomorrow evening.

**Dementia Alliance** – a few people are attending the Wednesday coffee mornings, numbers are variable and there is still room for more. Awareness training sessions continue. Next week a party will travel to Assington Barns for coffee and cake.

The AGM will be held on 25<sup>th</sup> October.

**LED lighting** –communication is improving though little progress has been made with the few remaining units.

## **Correspondence had been received from:**

The Local Government Boundary Commission, notice of 'A consultation on division boundaries for Suffolk County Council', consultation closes on 2<sup>nd</sup> December 2019. SALC advises that a briefing will be held at Suffolk County Council, Endeavour House, 8 Russell Road, Ipswich, Suffolk, IP1 2BX, 18:30 on Thursday 10 October 2019. A representative from each Parish Council is invited to attend.

**BMSDC - Briefing for Parish and Town Councils:** Councillors to consider renaming Babergh District Council. An extraordinary meeting will be convened next month under the Local Government Act 1972, to allow councillors to consider renaming Babergh District Council to South Suffolk Council. It will take place at 6.30pm on Tuesday 22 October, will be open to the public and also live-streamed, with council papers publicly available on our website in advance. It is proposed that by renaming to South Suffolk, the Council can be clear about *who* they are, *where* they are and *what* they represent – without confusion.

It was prop. by Mr Panton, sec. by Mr Sheppard, that the Parish Council send a letter objecting to any change of name. At this time when budgets are being cut we can see no economic benefit in proceeding with this proposal. Agreed.

Sudbury Town Council, Councillor training being delivered by SALC on Wednesday 9<sup>th</sup> October commencing at 6.30pm. in the Assembly Room, Sudbury Town Hall.

Sudbury & District Citizens Advice, attaching a letter from their Chair, and a copy of the 2018/19 Impact Report for the Parish Council's consideration.

James Cartlidge MP, invitation to a Brexit Q&A at Lavenham Village Hall, 7 pm. on Wednesday 9<sup>th</sup> October. Public notice to be displayed in village.

## **2 Lady Street**

Lee Morris, Chair of Trustees, had reported in Lavenham Life that so far in 2019 visitors to the information point numbered 8,000. Many visitors had enquired about accommodation, both bed and breakfast and self-catering, and volunteers are compiling a register of properties. Clubs and associations are also invited to send posters or notices to advertise functions and events in the village.

## **Possible pedestrian crossings, various locations**

As a meeting is being set up with Highways it was decided to seek more information regarding the possibility of pedestrian crossings in the village at that meeting.

## **Matters to be brought to the attention of the Parish Council**

Mr O'Mahony will seek a meeting with Philip Smith to get clarification on the proposed use of First Meadow during the VW event in 2020.

The next monthly meeting will be held on Thursday 7<sup>th</sup> November 2019.

The meeting closed at 10.05 pm.