

## PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 4<sup>th</sup> April 2019 at 7.30 pm.

Present Mr C Reeve, Chairman.

Miss A Mortimer, Mr J O'Mahony, Mr B Panton, Mr A Searle, Mr T Sheppard.

Public Forum – no members of the public present.

Police Matters – Sudbury SNT January Newsletter still available at [www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury). 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. No update since January 2019.

Clerk had contacted Sudbury SNT with an invitation to attend the Annual Parish Meeting on Wednesday 8<sup>th</sup> May. PC Jon Gerrish had responded, as community engagement officer for this locality he pointed out that he is responsible for 70 parishes and it is not possible to attend or prepare a report for each parish as a matter of course. He pointed out the sources of local crime statistics which are available all year round, Clerk pointed out these are already quoted in Lavenham's monthly minutes but that they are often out of date. If at any time there is a particular issue in the parish he could be contacted and might be able to visit in person or prepare a report to address the problem.

County Councillor's Report, Mr R Lindsay (circulated in his absence, report follows these minutes)

It was noted that the sign, near the bus shelter, warning of the weight restriction in Water Street had been replaced by a smaller, less intrusive one.

District Councillor's Report, Mr W Shropshire (circulated in his absence, report follows these minutes)

The Chairman welcomed Amanda Mortimer to her first meeting as the newly co-opted member of the Council.

The Minutes – Referring to page 13 of the March minutes and his report under Traffic and Road Management, Mr O'Mahony pointed out that he had not said 'he thought that the access only sign was being used as an excuse to use Water Street', but that he thought it 'could be used' as an excuse.

Prop. by Mr, O'Mahony, sec. by Mr Panton, the minutes of the meeting held on 7<sup>th</sup> March 2019 were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Mrs Twitchett Mrs Baker, Mrs Norman, Mr Lindsay (County Councillor) and Mr Shropshire, (District Councillor)

Matters arising and update of outstanding issues

David Boast, Churchwarden, had advised that prior to putting the Parish Council's request in respect of possibly locating the "Tommy" in the church to Lavenham PCC, it had been thought wise to seek advice from the Diocesan Advisory Committee as to the likelihood of a faculty being granted. The reply from James Halsall, Pastoral Secretary, on 21 February had been as follows:-

"The 'Tommy' was part of last year's commemorations and was not intended to continue into the future. The committee heard it formed part of a very moving tribute to the fallen but it could not support its introduction into the church building"

Mark Consadine is considering removing the WWI commemoration crosses from the Market Place as it had been planned as a temporary memorial and all the names had been put up in November 2018. Mr O'Mohony suggested the crosses should be left until 19<sup>th</sup> July, the date in 1919 when the first commemoration of the war took place, and then removed and displayed in the cemetery chapel referencing the Commonwealth War Graves in the cemetery. This suggestion was met with approval.

### **Finance and Strategy**

#### **Invoices paid between meetings (to be included in 2018/19 financial year):**

Suffolk Tree Services, annual roadside hedge trim & clear scrub £1,176.00: Jiancheng Pope, restore garden area at 2 Lady Street £513.55: Lavenham Press, print 75 copies Poppy Trail map £64.80: D B Security, open & secure two donation boxes, replace lock at Prentice Street £205.20: Babergh D C, annual fee for emptying dog & litter bins £804.42: R G Norman, various building/repair works to March 2019 £2,035.00: Embrace Architecture, prepare and apply for LBC for 13 LED light replacements £815.40: Babergh District Council, fee for advertisement planning application 2 Lady Street (50% reduction for Parish Council) £66.00.

Letter sent to Bank requesting transfer of £40,000 between accounts in anticipation of signing freehold documents in respect of 2 Lady Street.

#### **Cheques for payment:**

idverde, toilet works for March £1,860.00: JPB Landscapes £2,487.56 (grounds maintenance £1,058.77, street cleaning £1,428.79): Kinex, telephone account March £25.62: Pear Technology Services mapping technology & training £1,458.00: Lavenham Community Council, Village Hall meeting room hire £59.50: Payroll £754.46: SALC, annual subscription £619.41: Sudbury Office Supplies x 2, printer inks £99.46: CGM Group, street cleaning £1,728.00: British Gas, Church St toilets electricity £13.41: Babergh Distrit Council, business rates for 2 Lady Street £2,318.40.

A letter to the Bank requested the transfer of £20,000 between accounts

Proposed by Mr Sheppard, seconded by Mr Searle, that the transactions are approved. Carried.

Notification received from Suffolk County Council of payment of £2,500 from locality budget towards the community hub purchase.

Colin Rockall on behalf of Friends of Lavenham Library had emailed thanks for the Parish Council's continuing support with the grant of £100 towards ongoing links with the primary and pre-schools.

Business Rates Demand for the Cemetery confirms that no payment is due for 2019/20.

### **Planning**

#### **Planning Applications Received:**

DC/19/01411 Proposal: Householder Planning Application - Single storey side extension to existing garage in order to provide a one bedroom annexe. Location: 13 Green Willows, Lavenham,

Prop. Miss Mortimer, sec. Mr O'Mahony, recommend approval. Carried.

DC/19/01255 Brights Farm, Brights Lane, Lavenham

Householder Planning Application - Erection of single storey kitchen extension.

Prop. Mr O'Mahony, sec. Mr Searle, recommend approval. Carried.

DC/19/01191 Woodlands, Sudbury Road, Lavenham  
 Householder Planning Application - Erection of a Single Storey Rear Extension  
 Prop. Mr Panton, sec. Mr O'Mahony, recommend approval. Carried.  
 DC/19/00874 89 High Street Lavenham  
 Application for Listed Building Consent - Demolition of conservatory.  
 Prop. Mr Searle, sec. Mr. O'Mahony, recommend approval. Carried.  
 DC/19/01046 Myrtle Cottage, 52 High Street, Lavenham  
 Householder Planning Application - Erection of a two storey and a single storey rear extension  
 (following demolition of existing rear extension)  
 Prop. Mr Panton, sec. Mr Searle, recommend approval. Carried.

Planning Decisions Received:

DC/19/00764 11 Trinity Gild, Lavenham – no objections to Works to Trees in a Conservation Area, fell T1 (Italian Yew) and T2 (Evergreen Bush).  
 DC/19/00979 The Grove, 5 Lady Street, Lavenham – consent for works to trees in a Conservation Area ; T1 (Yew) Reduce by 10-15% and raise crown. T2 (Yew) Raise crown and reduce overextended branches.  
 DC/18/03415 92 Church Street, Lavenham – permission granted for replacement of existing white timber panelled gate with black automated iron railing gates. Replacement gate posts  
 DC/18/04441 & DC/18/04237 Swan Hotel, High Street, Lavenham - Applications for Planning Permission and Listed Building Consent WITHDRAWN in respect of rebuild 12 courses of brickwork following removal of existing brickwork to chimney using Tudor style imperial bricks.  
 DC/19/01156 - Pedlars Way, Bears Lane, Lavenham - Notification of Works To Trees in a Conservation Area WITHDRAWN in respect of fell large Ash Tree to ground level.  
 DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990  
 Land On The East Side, Bears Lane, Lavenham - Discharge of Conditions Application for DC/17/04024- Condition 3 (Sustainability Strategy) and Condition 22 (Archaeology), Suffolk

DC/19/01360 : 2 Lady Street, Lavenham - Application for Consent to Display Advertisements - Erection of 1no. Fascia sign and 1no. Projecting/Hanging sign  
 The Planning Dept has confirmed that this application was received on 19<sup>th</sup> March and has been registered with a start date of 27<sup>th</sup> March. The application should be determined by 22<sup>nd</sup> May.

Planning Enforcement have confirmed that the works being carried out at Lavenham Craft Units in Brent Eleigh Road are permitted under application B/09/00808 which was extended by B/13/00959, following expiry of the original permission.

**Operations**

Gas Works site – survey works completed, Mr O'Mahony had made known his interest in seeing the results. The next CIL bid is in May, application could be made with a rough idea of costs.

Traffic and Road Management –. The Civil Enforcement Parking Review questionnaire will be completed.

In respect of the Water Street trial scheme Robert Lindsay had indicated that a review will take place in July, if no objections have been lodged at that point Suffolk County Council could decide to make the scheme permanent without waiting the full term of the trial.

Permission had been given for the bench at the Bridge Street/Sudbury Road junction but Babergh had not yet responded to the form requesting permission for the repositioning of the street nameplate which had been submitted in January.

Lavenham Walk – Charles Poston is pursuing this vigorously. The lease had been circulated to all Councillors but it would appear that SCC has not carried out certain obligations and the tree survey is out of date. The Parish Council could sign the lease and catalogue the shortcomings to accompany this via our solicitor, or not sign the lease as the obligations appear still to be unclear. A list of works which it would appear have not been carried out by SCC would need to be drawn up if the former is the preferred action.

Clerk had enquired about the cost of hiring a temporary toilet to be positioned on the First Meadow for the school Easter holiday period. Karzees had quoted the same as for the summer holiday period. £25 per week and £20 each for delivery and collection, this would make the cost around £100 in total. The unit had been ordered to be delivered tomorrow, Friday 5<sup>th</sup>, for a two week period.

### **Housing and Social**

CLT -as far as the buildings are concerned all roofs are in place, scaffolding removed. The artwork arrangements are now finalised.

Discussions are continuing with Babergh regarding the s106 units on the Bears Lane development.

LED lighting – very little progress with the installations remaining.

Good Neighbours Scheme and Lavenham Dementia Alliance - in Mrs Twitchett's absence there was nothing to report except that both schemes continue successfully.

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

Street Naming & Numbering, Babergh/Mid Suffolk, asking if the Parish Council could suggest a new road name for the new development at land on the east side of Bears Lane. The developer has proposed the road name 'The Meadows'. The Parish Council has discussed the name proposed by the developer but the members could not support this. There already exists Meadow Close, Long Meadow and Meadow Court in close proximity and it is felt that another name which includes the word 'Meadow' would cause confusion to post and delivery services and, more importantly, could delay emergency services in reaching similar addresses. The area of land was known for the Osier beds which once existed there and the developers have included plans to regenerate these, it was therefore felt appropriate that the name should include a reference to this link with the past, and into the future. The suggested name for the development is Osier View and this would be forwarded to Babergh and hopefully adopted.

Michael Warner, Chairman Lavenham Gardening Club, asking for permission for the Club to hold their usual two plant sales in the Market Place on Saturday 4<sup>th</sup> and Saturday 25<sup>th</sup> May, from 9 am. to 12.30 pm. The monies raised are used in a variety of ways including recently the purchase of large trugs and planters for both the Primary School and the pre School, compost, plants seeds etc. and miscellaneous costs in maintaining the garden outside the Village Hall. There were no objections to this.

Christopher Ash, for Lavenham Hidden Gardens on 9th June, seeking confirmation that use of the First Meadow for parking is acceptable. The appropriate forms with conditions of use would be forwarded. Further details of the intended use of part of the Market Place for garden related market stalls would be sought.

BMSDC Planning Delivery, with the outcome of the consultation on the Mid Suffolk District Council Housing Land Supply Position review 2019. The review of the comments received has informed a final report which can be viewed at:

<https://www.midsuffolk.gov.uk/planning/housing-delivery/>

Babergh/Mid Suffolk, views invited on the Babergh and Mid Suffolk Joint Area Parking Plan, a six-week period of consultation has started, link to survey, consultation closes on 3<sup>rd</sup> May 2019. (circulated to Councillors)

Miles Orlopp, Technical Trainee, Flood & Water Management, SCC with update on the 'Our

Water' project. Lavenham's interest in the project has been registered and they are grateful that we would like to be involved, however they are currently working at capacity and have more parishes than they have resource for at one time. They are likely to make contact later in 2019.

Suffolk County Council, copy of a certified true copy of the Suffolk County Council (District of Babergh) (stopping, waiting and loading prohibitions and on-street parking place) (map-based) Order 2019, which will shortly be published in the local press. A copy of the Order and its Map Schedule, showing all the roads affected, may be seen on request at Lavenham Library.

## **2 Lady Street – potential acquisition and lease to CBS**

The lease has been signed by Mr Reeve and Mr O'Mahony but has not been exchanged yet.

Mr Searle had obtained three quotations for the installation of an alarm system and it was left to his experience to select that which he thought would be the simplest to operate, able to be installed as soon as possible and offering the best ongoing support.

Mr O'Mahony reported that they were hoping to recruit more volunteers, for weekends especially.

## **Requests for financial support: Pre-school Holiday Club pilot opening and Primary School projects**

Following requests for financial support from both the Pre-school and Primary School it was proposed by Mr O'Mahony, seconded by Mr Searle, that:

a grant of £1,500 as one-off financial support for the Easter pilot opening of the Pre-School Holiday Club should be made. This would give the opportunity to demonstrate and promote the facility in order to make it a continuing self-funding offer;

and,

a grant of £750 be made to the Primary School to match-fund support for a six week block of Forest School to enable a second class to attend. This would support both the School and Forest School. The Parish Council would be pleased to hear more when plans and budgets are available for the extension to the outdoor covered area.

These two payments were agreed by the Council.

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

A date is to be fixed for a meeting with Cathy Nixon, Babergh District Council Strategic Director.

The next meeting will be held on Thursday 2<sup>nd</sup> May, 2019.

The Annual Parish Meeting will be held on Wednesday 8<sup>th</sup> May 2019, commencing 8 pm. in the Guildhall. This will follow the Annual Parish Council Meeting, the first meeting of the 'new' Council, which will be held on the same evening commencing 7.30 pm.

The meeting closed at 9.20 pm.