

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 2<sup>nd</sup> August 2018 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mrs D Twitchett, Mr T Sheppard, Mr B Panton, Mr J O'Mahony, Mr A Searle,  
Dr C Posner, Mrs L Harrison, Ms N Smith (arrived 8.25 pm.)  
Mr R Lindsay, Suffolk County Councillor. Mr W Shropshire, Babergh District Councillor.  
3 members of the public.

**Public Forum**

Mr Mawford, interim Chair of the Pre-School Committee, and Mr Macro addressed the meeting to expand on the report, 'Making Lavenham Pre-school a Corporate Body', already circulated to the Parish Councillors. It is considered essential to convert the charity structure from an unincorporated association to an incorporated organisation in order to remove personal liability from the Pre-school members and management committee. The cost of conversion to an Associated Charitable Incorporated Organisation is expected to be about £5,000 and the Pre-school is requesting this funding from the Parish Council.

Mr Mawford and Mr Macro answered questions arising from the Councillors. Further discussion of this matter followed under agenda item 14.

**Police Matters** – Sudbury SNT July Newsletter available at [www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury). Following indications that the community wanted more engagement with the Police, detailing what was happening in their areas, 9 Community Engagement Officers have been appointed across the County. PC Jon Gerrish has been appointed Engagement Officer for this area.

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. The latest record is of a Burglary offence reported in May 2018.

Received from PCC, Tim Passmore, New Plan for the Future of Community Policing and Suffolk Local Policing Changes infographic from Project 2025.

Contact will be made with neighbouring Parish Councils to see if any would be interested in part-funding a PCSO. Although it is understood that the date for response to the police is driven by restructuring it would be impossible to respond by 20<sup>th</sup> August.

**County Councillor's Report** *(circulated to the members, report follows these minutes)*

In answer to Dr Posner's concern for safety regarding a mention of enabling the Lavenham Walk to be used as a cycle path, Mr Lindsay said this had just been a 'throwaway' remark

As he reported the County Council had not yet provided feedback following the meeting at Mud Lane and he had been very disappointed with the negative response regarding traffic calming on Lower Road, he intended to pursue this further.

In reply to a question Mr Lindsay said that the County Council does not have any funds available to help the Pre-school application.

Mr Lindsay was thanked for his input and support for the Chapel refurbishment.

**District Councillor's Report, Mr W Shropshire** *(circulated to the members, report follows these minutes).*

Mr Shropshire will be discussing the possibility of some funding from the CIL pot for the TIC premises acquisition.

It was noted that the planning committee had rejected retrospective plans in respect of the new housing in Bures where the height of the dwellings did not comply with the original plans submitted.

**The Minutes** – Prop. by Dr Posner, sec. by Mr Gibson, the minutes of the meeting held on 5<sup>th</sup> July were approved. Carried.

**Declarations of Interest** – none

**Apologies for absence** received from Mr Sheppard. Ms Smith had sent apologies for probable late attendance due to attending a meeting in another parish.

**Matters arising and update of outstanding issues**

Mrs Baker reminded the meeting of the Quiz Night being held in support of the Library on 27<sup>th</sup> September, 7 pm. in the School.

**Finance and Strategy**

**Invoices received/cheques for signature**

idverde, public toilet works June £1,103.76: The CGM Group, grounds maintenance July £874.00: Kinex, phone account July £22.47: Lavenham Community Council, Village Hall meeting room hire £25.00: British Gas, electricity supply Church St toilets 16.76: Seago & Stopps Payroll Services, payroll admin q/e 05/07 £90.00: Wayne Tanswell Signwriter, balance payment for Chapel signboard £140.00: Payroll £1,046.70: Suffolk Tree Services, fell damaged tree First Meadow £360.00: Karsees Ltd, temporary toilet First Meadow £66.00: Petty Cash £100.00.

**Paid by Direct Debit:** 06/07/2018 to Total Gas & Power for electricity supply to Prentice Street toilets £58.90: 30/07/2018 to BT for Broadband service to old phone box for July £52.32

A letter to the Bank requested the transfer of £3,500 between accounts.

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

**Financial Update – Q1**

Copies of the income/expenditure to 30/06/2018 and bank reconciliation had been forwarded to all Councillors. There were no questions arising and it was proposed by Mr Searle, seconded by Mrs Twitchett that the financial update and bank reconciliation at 30<sup>th</sup> June 2018 be approved. Carried.

**Lavenham Forum** item to be carried forward to the September agenda.

**Planning**

**Planning Applications Received:**

DC/18/02827 6 Bolton Street, Lavenham

Householder Planning Application - Erection of rear first floor extension

Prop. Mrs Twitchett, sec. Dr Posner, recommend approval. Carried.

DC/18/03068 Bears Barn, Bears Lane, Lavenham

Planning Application. Erection of 1No. dwelling following demolition of existing dwelling

Prop. Mrs Baker, sec. Mr Searle, recommend approval with a s.106 agreement to ensure that, as there is already a permission outstanding from 2016, only one scheme is implemented.

Carried.

DC/18/03063 93 High Street, Lavenham

Application for Listed Building Consent - Internal and external alterations as described in the schedule of works

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

DC/18/03168 2 High Street, Lavenham

Application for Listed Building Consent- Internal alterations to provide new level concrete floor

Prop. Ms Smith, sec. Mr Searle, recommend approval, and would expect all safety considerations to have been taken into account. Carried..

DC/18/03216 3 Weavers Close, Lavenham

Householder Planning Application - Installation of cement-based cladding to front elevation over existing render

Prop. Ms Smith, sec. Mr Searle, recommend approval. Carried.

DC/18/03422 11 Trinity Gild, Lavenham

Householder Planning Application - Erection of rear extension, reinstatement of side access door; insertion of larger front elevation windows and attic conversion including the insertion of velux windows

Prop. Mrs Twitchett, sec. Ms Smith, recommend approval. Carried.

#### Planning Decisions Received:

None received since last meeting

#### Operations

Traffic and Road Management – still monitoring SCC commencement estimation for weight restriction works in Water Street. Intending to pursue Lower Road traffic calming. Mr Searle has taken photographs of the verges beside River Cottage gardens in order to assess any damage caused by large vehicles using this route while Water Street is closed.

Gas works site – Mr O'Mahony has tracked down the report authors. In conversation a cost for interpretation of the report of £1500 plus expenses of £400 and VAT has been indicated.

Another quote will be sought, Mr Reeve will supply a contact name.

Street Cleaning – Mr O'Mahony and the Clerk had met with the Village Caretaker for a review and a report circulated. A new schedule of work had been discussed and agreed. Quotations for extra support for street cleaning would be sought.

Dog Fouling – Dr Posner would be arranging a meeting with a representative of Catch22 which coordinates community work for young people who could possibly be involved in tidying Lavenham Walk.

Plans are in hand for additional and improved signage and a meeting on the Walk when a Sudbury Warden will be present to explain their work and perhaps get some ideas from dog owners of ways to encourage more responsibility in all dog walkers. It was agreed that the Parish Council should purchase three bag dispensers to be installed along the Lavenham Walk by the Wardens. Dr Posner hopes to get a local vet and a dog trainer/walker to sponsor bag supplies in return for discreet advertising.

Sudbury Wardens – would be reminded of the need for monthly reports of their activities in the village.

Mud Lane – a meeting had taken place on Mud Lane (path running behind Spring Lane and Weavers Close connecting High Street with Lower Road) to look at the fallen tree, overgrown hedges/trees and the drainage problem. Babergh District Council has responsibility for the hedge immediately behind the houses in Spring Lane but no responsibility for the path. Suffolk County Council has not acknowledged responsibility for the path. Mr Lindsay has requested a drainage survey but has not yet had a response from them.

## **Housing and Social**

**CLT** - some buildings up to just below first floor level, neat and tidy site reported.

Trustees had met with the shortlisted applicants for the Art Scheme and made the award to an artist from Needham Market. The final scheme is now being worked on and will involve input from various local groups.

**LED lighting** – contractors are back working in the village. It would appear that in order to progress the work temporary lights are being installed of a different design until the correct lights can be delivered.

Further evidence to support the new LED design on listed buildings is required by Heritage England. A fee of £2,500 to instruct a heritage expert to produce a report was proposed by Mrs Baker, seconded by Mr Searle and agreed.

**Good Neighbours Scheme** – the majority of the calls continue to be for transport to doctors' and hospital appointments.

At today's Common Room tea a former District Nurse had talked about care of legs and feet at home. Next month there will be another outing for a pub lunch.

At no cost to the GNS some of the volunteers had offered to help at the Soper launch event. Mrs Baker expressed her thanks for a job well done, she was very grateful for their help.

**Lavenham Dementia Alliance** – 23 people had attended the Business Breakfast, all keen to become Dementia Friends. Number Ten has very generously offered use of an upstairs room for three training sessions, 12 people at a time. Some of the group are looking to train as Dementia Champions. It is hoped to arrange a morning meeting once a month at Tenter Piece.

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

A resident of Spring Lane raising concerns about the overgrown trees at the rear of her garden and asking for help in directing her letter to whoever is responsible for maintenance of the area.

Babergh D C media release demonstrating over 6 years of Housing Land Supply BMSDC, re Leaders' Question Time at Lavenham, Saturday 18<sup>th</sup> August, 10 am. to 12 noon. Oliver Mummery of Suffolk Cottage Holidays saying that they are wishing to come over to Lavenham for a day to put up their branded gazebo and give out information about Suffolk Cottage Holidays to potential new home owners. As this appeared to be a very narrow target group, ie holiday home owners, the Parish Council did not wish to encourage and set a precedent for such a commercial use. Mr Mummery stated that he already works well with local estate agents and it was suggested that continued to foster this relationship to canvas potential customers

A resident of Brent Eleigh Road expressing concern at large vehicles speeding in Lower Road, his car had been hit this afternoon as he had to use this route due to Water Street being closed to traffic. Reply to be sent pointing out that the Parish Council has been requesting a scheme to calm traffic for some time and, despite being told that the road has too many bends and is too narrow, will continue to pursue the matter with SCC.

## **2 Lady Street (Lavenham Hub)**

Mr Reeve, Mr Gibson, Mr O'Mahony, Mr Searle and Ms Smith had all been involved so far in talks and investigations, reports and documents had been circulated to all Councillors to ensure everybody was up to date with progress. The most recent freehold offer and clawback provision were discussed, more evidence of recent clawback will be sought. As it seemed likely that a commitment would be required before the next meeting the Parish Council representatives were given authority to go ahead with discussions. Proposed by Dr Posner, seconded by Mr O'Mahony, that it goes ahead on a freehold basis. Carried.

## **Lavenham Pre-school proposed Incorporation**

It was the majority view that the proposed incorporation is essential. The Parish

Council had strongly supported the Pre-school during its recent expansion and move to new premises. To what degree would the Parish Council wish to help fund the new application was then discussed. Had the availability of grants been investigated, could a fund-raising event cover the cost? It was agreed that if the Parish Council was seen to kick start the funding, and added a letter of support, other funders would be encouraged to grant finance as well. It was proposed by Mrs Harrison, seconded by Ms Smith that the Parish Council make available a grant of £750 for this specific purpose. Carried. Mrs Harrison and Dr Posner offered their personal support to fund raising and researching other sources of grant funding.

**Dates of community consultation drop-in events**

Dates for two community consultation ‘drop in’ events have been booked. The first will take place on Tuesday 4<sup>th</sup> September, in the Guildhall between 6 and 9 pm. The second will be in the Village Hall on Saturday 8<sup>th</sup> September, between 2 and 5 pm. Information displays will feature proposals for community use of 2 Lady Street following closure of the TIC; traffic and parking; prevention of dog fouling; update of the play area behind Harwood Place; the old Gas Works site in Water Street; and other issues which arise. All residents are invited to attend these sessions, join in the debate and hopefully feel encouraged to put forward suggestions of how they would like to see various matters proceed.

**Date of next meeting:** The next meeting will be held on Thursday 6<sup>th</sup> September 2018.

The meeting closed at 10.10 pm.