

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 4<sup>th</sup> January 2018 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mrs D Twitchett, Ms N Smith, Mrs G Banks, Mr T Sheppard, Mr B Panton,  
Mr J O'Mahony, Mr A Searle, Dr C Posner.  
Mr R Lindsay, Suffolk County Councillor  
No members of the public.

**Police Matters** – Sudbury SNT Newsletters are available on their website ([www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury)) and give details of recent policing issues and responses. The December Newsletter is available online.  
The latest 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. Reported crimes in Lavenham during November: 1 x Burglary; 1 x Public Order; 1 x Violence or Sexual Offence.

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

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

**The Minutes** – Prop. by Dr Posner, sec. by Mrs Twitchett, the minutes of the meeting held on 7<sup>th</sup> December were approved following one amendment. Mr Sheppard had seconded the approval of the minutes of 2<sup>nd</sup> November 2017 not Ms Smith. Carried.

**Declarations of Interest** – none

**Apologies for absence** received from Mr Shropshire, Babergh District Councillor.

**Matters arising and update of outstanding issues**

Mr Gibson asked if dog control on the First Meadow could be included as an agenda item in February.

Mr Reeve and Mr Searle are meeting with Jonathan Free of Babergh Public Realm on Thursday to discuss public toilets and car parks.

Mrs Baker, for the library, said that there had been no further meetings but she understood that all the initiatives were progressing well.

**Finance and Strategy**

**Lavenham Players, request for donation** – an emailed request (circulated to members) had been received for financial support for transport for people from Lavenham who wished to attend a performance at Old Buckenham Hall. Although the Parish Council had in the past been happy to make donations towards performances in the village the members did not feel able to subsidise this out-of-village event.

**Invoices received, for payment**

idverde, public toilet works Nov £1,103.76: The CGM Group, grounds maintenance Dec £874.00: Kinex, phone a/c Dec £22.95: Community Action Suffolk, 1 year website hosting £60.00: Whymark & Moulton, Cemetery Chapel plan/drawing preparation £600.00: Anglian Water Business, Cemetery water charges £19.16: Anglian Water Business, Prentice Street toilets water charges £216.76: Anglian Water Business, Church Street toilets water charges

£1,002.52: Payroll £1,011.50: Petty Cash £100.00: Lavenham Community Council, hire of meeting room for 'Advice & Guidance on Funding Applications' event £60.00.  
Paid by Direct Debit to BT for Broadband service to old phone box for December £65.88.

The sum of £92.50 has been transferred into the Parish Council account, being the cash sitting in the Art Festival account which is now defunct.

A letter to the Bank requested the transfer of £5,000 between accounts.

It was proposed by Mrs Twitchett, seconded by Ms Smith, that the above transactions are approved. Carried.

### **Planning**

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

DC/17/05785 75 High Street, Lavenham

Listed Building Application - Widen opening in rear extension and insertion of French Doors and glazed side panels: Replacement rear window.

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

DC/17/05685 63 High Street, Lavenham

Householder Planning Application - Erection of a replacement porch to side of property and replacement window in kitchen

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

#### **Planning Decisions Received:**

DC/17/05210 The Granary, Mill Hill, Bury Road, Lavenham – Planning Permission for conversion of former granary to 1 No. dwelling.

B/17/01154 18 Shilling Street, Lavenham – Planning Permission for erection of single storey rear extension (following demolition of existing).

DC/17/05845 19A Bolton Street, Lavenham – the District Council does not wish to object to Tree Works in a Conservation Area. T1 - Old apple tree: general pruning of this neglected tree including removal of central mass of branches to create more open structure. T2 - Twisted willow: some crown thinning, around 15%. T3 - Old damson: removal of suckers around base and some dead branches higher up. T4 - Rohan: crown lifting to about 8', ie removal of some lower branches. T5 - Large silver birch: crown lifting to about 12', as above. T6 - Small silver birch: crown lifting to about 7', as above

### **Operations**

The updated Operations Activities sheet had been circulated. Under Item a) in respect of public toilets and car parks, Mr Searle said there was nothing new to report until Thursday's meeting had taken place.

The various grounds maintenance areas are being reviewed. Plans for renovation of the Chapel are progressing. Another possible line of approach is being considered in respect of the gas holder site.

Concerns about inconsiderate car parking when an event takes place at the Church were raised. Mr Reeve suggested that a meeting with the Churchwardens might be beneficial.

Mr Panton thought it would be possible to combine a 'Councillors only' area into the updated website.

**Traffic and Road Management** – The SID equipment has been moved to Sudbury Road and Mr Panton has been able to study some of the figures recorded so far.

Cemetery Chapel proposed refurbishment – three contractors have submitted prices for the works and Mr Searle is currently pursuing questions arising and needs to establish when work is likely to start and how long it will take.

Repairs to the Cemetery entrance gate should be completed in February.

Bus Shelter – early discussions have taken place about the possibility of a solution to the problems around the provision of a bus shelter in Church Street.

### **Housing and Social**

CLT – the developers should be on site any day now. Hoping to have the turning of the first turf ceremony within the next month.

It was proposed by Mr Gibson, seconded by Mr Sheppard, and agreed, that the CLT is given permission to use the Lavenham Coat of Arms on their leaflet and publicity materials.

LED lighting update – Mr Reeve had sent papers to Highways with a request for information on what is going on, no further update since. It was reported that the two street lights at the top of Church Street are not working but it would appear that these are yet to be connected to the energy supply.

Good Neighbours and Dementia Support Schemes – GNS experienced a quiet period over Christmas with few calls. The committee meets again tomorrow. Mrs Twitchett is arranging further DBS checks for driving volunteers.

The Dementia Support Group will hold its first meeting next Thursday, 11<sup>th</sup> January.

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

Email from out-lying householder who was disappointed not to have received a delivered, free copy of Lavenham Life, and had then found that there were no more copies available when she tried to obtain one from one of the village shops. She understood other residents in her vicinity had also not received a copy. She was concerned that this was not the first time they had been left out of village communications and had offered previously to deliver in her area if contacted.

Email from resident suggesting that the Parish Council should consider installing CCTV cameras at strategic points in the village following the recent ram-raid at the East of England Co op and the earlier crimes of burglary, theft of church lead etc. This suggestion is not practical in respect of the cost and acceptability of installing a system in the village.

SALC email circulated, NALC latest information on GDPR

Email circulated, Christmas message from the PCC including precept survey

Email from Lavenham CFR Group Coordinator, confirming he has checked the public defibrillator in High Street and found it to be in good working order. He will check this AED monthly.

From SCC, from 1<sup>st</sup> January 2018 they will no longer be issuing and emailing temporary traffic regulation notices. The suggestion is that interested parties should register on [www.roadworks.org](http://www.roadworks.org) to select areas of interest, meaning that only relevant alerts will be sent.

Emailed Suffolkonboard December Newsletter circulated to Councillors

Babergh/Mid Suffolk, press release ‘We are Listening: a New Council for the Heart of Suffolk. Engagement runs for 8 weeks until Monday 5<sup>th</sup> February.

### **Christmas lights and Christmas Fair**

The Parish Council has been reimbursed for the costs of the Sudbury Community Wardens services in traffic management for the event. Attendance over all three days had been good with Little Hall counting around 2,000 visitors each day.

John Turner and his team were complimented on the work they had done in putting up the lights.

**Flyposting**

A preliminary report had been circulated by Ms Smith and Dr Posner who would be making recommendations for a protocol to the Council at the February meeting.

**WWI and WWII commemorative events**

An article regarding proposals for WWI Centenary Commemorations had appeared in the January edition of Lavenham Life. Several groups have come forward showing an interest and a joint working party will be organised. There have been no meetings to progress matters yet.

Planning is underway for the Friends of Lavenham Airfield event in May.

**Other Matters brought to the attention of the Parish Council**

Ms Smith is putting together the information collected in response to the outdoor gym questionnaire and consultation event.

An 'Advice and Guidance on Funding Applications' workshop is being organised by Ms Smith in the Village Hall on Wednesday 28<sup>th</sup> February at 7 pm. She reported that she is circulating an invitation and details to village groups and organisations. Once she has an idea of the response locally she will widen the circulation to surrounding villages.

Mr Gibson will be accompanying Andy Gentle on the annual tree survey.

Mr Reeve will circulate the new District Council management tree.

Mr Panton reminded the meeting that the Parish Council Newsletter will be published in March and asked for input to be forwarded to him.

Date of next meeting: Thursday 1<sup>st</sup> February 2018

The meeting closed at 9.30 pm