

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 4<sup>th</sup> August 2016 at 7.30 pm.

**Present** Mr R Whitworth, Vice-Chairman.

Mrs J Baker, Mrs D Twitchett, Mrs G Banks, Ms E Paris, Mr P Gibson, Mr B Panton,  
Mr T Sheppard, Mr A Searle.

Mr W Shropshire, District Councillor.

**Public Forum** – no members of the public in attendance

**Police Matters**

The Sudbury SNT August newsletter had been circulated, crime figures for June 2016 for Sudbury SNT area are: Burglary Dwelling 6; Robbery 1; Violence with injury 13; Serious Sexual Offences 1; Drug Trafficking 2; Anti-Social Behaviour 60. It is not possible to extract figures for Lavenham from these totals.

There had been two or three cases of flower pots stolen from outside properties in Lavenham. Clerk had been advised that however minor these are considered the Police should be informed on the non emergency number 101, a pattern might be established not only in Lavenham but perhaps connected to reports from other villages.

**District Councillor's Report – Mr Shropshire** (see report elsewhere in this edition)

Mr Shropshire's report had been circulated to all Councillors prior to the meeting.

In connection with the sheltered housing review Mrs Twitchett had circulated her notes in respect of the drop in event she had attended in Lavenham. She said that many elderly residents were very upset about the continuing uncertainty regarding the future of sheltered accommodation in Lavenham, some in Tenter Piece had already experienced the stress of stop/start plans over many years. Mr Shropshire said that this is only a proposal at the moment, everyone is being encouraged to respond to the consultation. Lavenham's event was one of the first in the engagement process, final proposals will be going to committee in October/November, with April 2017 the projected implementation date.

Various ways of giving further publicity to this review were discussed, a press release, petition and contacting other Parish Councils were suggested. It was thought that this would also be discussed at the Lavenham Local Needs Housing group meeting on Monday.

**The Minutes** –The minutes of the meeting held on Thursday 7<sup>th</sup> July were approved. Proposed by Mrs Baker, seconded by Mr Gibson. Carried.

**Declarations of Interest** – Mr Gibson declared an interest in the item to discuss sponsorship of the Children's Book Festival.

**Apologies for absence** received from Mr Reeve, Mr O'Mahony and Mrs Antill, County Councillor

**Matters Arising**

Mrs Baker reported that over 40 children had taken up the Reading Challenge, 50% up on last year.

**Co option to vacancy on the Parish Council**

It was proposed by Mr Gibson, seconded by Mrs Twitchett, that Emma Paris should be

co opted to the vacancy on the Council. Carried. The Declaration of Acceptance of Office was signed and endorsed. Emma was welcomed to the Parish Council.

### **Finance and Strategy**

Neighbourhood Plan – a copy of the ‘Time to Vote’ leaflet has been delivered to every household in the parish, additional copies will be placed in shops and other premises. Information will be included in the August and September editions of Lavenham Life. The Notice of Referendum has been forwarded by Babergh and is on public display.

LED street lighting – nothing further to report

#### **Children’s Book Festival sponsorship**

(after declaring an interest Mr Gibson did not take part in the discussion or resolution)

It was agreed that a £100 donation should be made in support of the Children’s Book Festival, proposed by Mrs Twitchett, seconded by Mrs Banks. Carried.

#### **Invoices received, cheques for payment**

PassInc Ltd, plan for First Meadow entrance application £25.20: Lavenham Community Council, Village Hall room hire & coffee x 4 dates £119.00: The CGM Group, grounds maintenance July £874.00: British Gas, electricity for Prentice St toilets £58.17: Seago & Stopps, payroll services q/e 05/07/16 £84.00: Payroll £662.20: The Lavenham Press, NP printing Newsletters and NP copies £483.00: Premier Calls, phone a/c July £31.98: Sudbury Office Supplies, printing NP copies £50.26: Lavenham Literary Festival, Children’s Book Festival donation £100.00.

Paid by Direct Debit to BT for Broadband service to old phone box for July £61.92.

A letter to the Bank requested the transfer of £2,000 between accounts.

A letter of thanks had been received from Lavenham Community Council for the £600 donation towards the Carnival.

### **Planning**

#### **Planning Applications:**

B/16/00902 Application Type:FHA Redwall, Hall Road, Lavenham

Erection of 2 no. single-storey rear extensions and front porch and works in connection with conversion of existing integral garage to additional living accommodation

(Letter received from neighbour, objecting to the proposed removal of a Leylandii hedge which forms the screening between the west side of Redwall and the east side of adjoining bungalow)

Prop. Mr Gibson, sec. Mrs Baker, recommend approval. Carried.

B/16/00952 Application Type: FHA 10 Spring Street, Lavenham

Erection of part two-storey and part single-storey side extension

Prop. Mr Gibson, sec. Mrs Baker, recommend approval. Carried.

#### **Planning Decisions Received**

B/16/00718FHA The Old Chapel, Bolton Street – permission for insertion of 1 no. new dormer window on the north-east facing roof

B/16/00740/FHA 10 Green Willows – permission for erection of single-storey rear extension and erection of single-storey side extension. Erection of first-floor side extension over existing garage

B/16/00837/FHA Stone Farm, Brent Eleigh Road, – permission for erection of single storey and first floor extensions

B/16/00516/FHA 80 Church Street – permission for replacement of 2 no. garage door openings, with 1 no. garage door opening. Insertion of new door and window to outbuilding

(following removal of existing). Replacement front wall of outbuilding. Insertion of 2 no. conservation rooflights to outbuilding

Notice of appeal made to the Secretary of State for the Environment in respect of: The Granary, Mill Hill, Bury Road, Lavenham CO10 9QG – following refusal of planning permission in respect of application B/15/01492/AGDW

Planning Inspectorate Reference No: APP/D3505/W/16/3152249 Appeal Starting Date: 01/07/2016

The Parish Council had forwarded comments to Babergh when the planning application had been considered, these comments would be submitted to the appeal automatically.

### Naming of new streets

The suggested name for the 12 new units at the former garage site at Meadow Close is Meadow Court and the Parish Council thought that this was appropriate and supported it.

A request had come for the Parish Council to name the new street leading to the three new dwellings on part of the site at Highfield House on Bury Road, the developer has chosen names for the individual houses. It was proposed by Mr Gibson, seconded by Mr Panton and agreed that the street should be named Highfield Close.

### Operations

Formation of an Operations Working Group – there had previously been an Operations working group but numbers had reduced with resignations. The new group would consist of Roy Whitworth, Bryan Panton, Andrew Searle, John O'Mahony, Tony Sheppard (include Traffic Management with the group) and the Clerk. Re-formation of the group would help communication between Councillors with responsibility and the full Council. A chart had been drawn up showing the current status of operations, this would be periodically updated with progress.

Traffic – Mr Sheppard's report had been circulated. It was noted that the pothole in Lady Street has been programmed.

A date would be sought for a follow-up meeting with Steve Merry.

Suffolk Highways Asset Management – the consultation information had been circulated, some clarification may be required from Mrs Antill.

Works to First Meadow entrances – Councillors had met with Graham Masters of Landscape Group on site and the conclusion had been reached that the installation of a second entrance would be very difficult due to the rising ground and too costly as a result. Graham will prepare a quotation for reinforcing a larger grassed area for car parking with a turning area. There could be space for 150 to 200 vehicles. A follow up meeting in respect of event parking will be held after the Carnival.

Recreation Ground hedges – following a meeting with Suffolk Tree Services a quotation for works to hedging around the recreation ground in Bridge Street Road had been received. This was considered and as a result it was proposed by Mr Gibson, seconded by Mrs Baker, that the quotation should be accepted, omitting the works to remove blackthorn growth from the area behind the tennis court beyond the football pitch. The cost for these works was £4,450 (ex VAT), the Parish Council would cover 50% of this cost on the understanding that the Community Council would continue with annual maintenance of the hedgerows (estimated by STS at £200-300 per year). Carried.

Emergency Plan – Mr Panton will reissue his request for people to come forward in order to compile a record of village volunteers and resources in the Autumn, and hope for a more positive response.

Lavenham Walk – Mr Whitworth was in touch with Roger Garnett who is involved with Asset Management for Consortia. The tree survey should be carried out in August. John Knight is liaising with Mr Rush with regard to a solution to the drainage problem.

Village and Sudbury Community Wardens – a short report had been received from the Sudbury Wardens who had noticed a reduction in the problem of dog fouling over the months they have been patrolling in Lavenham. The members of the public they meet seem to react favourably to their presence. They had responded quickly to a request from the Police to attend to graffiti on the road surface on the Common, on road signs, and the play equipment on the First Meadow, and had removed this with their high pressure water equipment. A letter of appreciation had been sent from the Parish Council to Bradley and his team, and PCSO Laura Mansell who had arranged their attendance.

### **Housing and Social**

Good Neighbour Scheme – it had been a quiet month. Last month's strawberry tea in Caroline Eves' garden had been very successful and a Fire Officer had advised on safety in the home at today's tea in the Common Room.

Sheltered Housing – Mrs Twitchett would email further information to Mr Shropshire and it was hoped that Julie Abbey-Taylor, the Strategic Housing Manager, might have more information for the Local Needs Housing group at Monday's meeting.

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

Cally Boardman SCC Local Area Coordinator, the Sudbury & District Citizen's Advice Bureau will be offering a drop-in session in Lavenham village hall, 9.30am-12.30pm on the second Wednesday of every month, starting from August. Posters are displayed in the village. Eric Walker and Wendy Mollett (separately, but both are residents of Bolton Street) with concerns about the overgrown hedges in Lower Road and the unsuitability of that road for use by lorries. Enquiries would be made about ownership of the hedges on both sides of the road with a view to requesting some maintenance works. Unfortunately drivers of large vehicles now appear to use Lower Road as a way through the village avoiding High Street and Water Street, despite signs at both ends of the road indicating local use only.

James Mather, regarding noise nuisance from the Cock Horse Inn on 30<sup>th</sup> July. It is understood Mr Shropshire has taken up this noise complaint.

Anna Pitt, Shilling Street, regarding: litter bins, fencing around the recycling area, coaches putting down and picking up passengers near Swan corner, a rainwater drain in Water Street. Also commenting on the improved cleanliness around the bus shelter. Reply to be sent covering these matters.

Richard Morgan, Vice Chair, Lavenham Society, regarding testing of Lavenham's fire hydrants by SCC. Mr Morgan has contacted SCC to enquire about progress and timing of the tests.

Marilyn Beatham, raising concerns about the use of the Church Street car park by the cycle club with cyclists blocking the way for people accessing the village hall. Clerk had contacted Sudbury Cycle Club bringing this matter to their attention and had been assured that the cyclists would be asked to be more aware of other people using the car park and access.

Timothy Rose, bringing attention to the state of the footpath on the west side of Church Street, which is very overgrown, people have to negotiate nettles and long grass. Mr Whitworth said that he would seek a quote for trimming of various areas from Landscape Group if the owners failed to do this.

**Christmas lighting**

Following Mrs Banks' report it was agreed that a letter should be sent to the Guildhall suggesting a contribution towards any additional or new lighting for the building. Mr Turner should be able to advise on how many extra lights would be required for the tree in the Market Place. Christmas Lighting would go forward as an agenda item.

**Flightpaths**

The matter of flightpaths and the holding area for Stanstead had been raised by a resident via email, however it was decided to carry this forward to the next agenda when it was hoped more information would be available.

**Wool Towns project report**

Mr Whitworth was waiting to hear whether the application for funding had gone forward from last night's meeting.

It is understood that the EADT guidebook for East Anglia will include the Wool Towns Initiative.

**Norfolk and Suffolk Devolution**

Links to the website had been forwarded to all Councillors and Mr Searle had attended a briefing. Everybody was urged to respond to the consultation, the closing date is 23<sup>rd</sup> August.

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

Further enquiries will be made about the process for banning dogs from the First Meadow and the matter will be added to the next agenda.

Mrs Twitchett asked for advice about how the wooden seats opposite the Church could be treated following cleaning by herself and Mr Twitchett. It was agreed that, once cleaned, it was best to leave the wood untreated. Whilst inspecting the seats Mrs Twitchett had noticed that the wall behind the seats, on the boundary of the Church parking area, looked unsafe and was overgrown, with weeds and nettles encroaching onto the pavement. This matter would be raised with the Church authorities.

The planters in the Market Place had been tidied and Peter Ince had cleaned the seating. He would be asked to trim the ivy overhanging the roof of the bus shelter.

Mr Panton reported that there had been a problem with the defibrillator box which had been temporarily inaccessible, this had now been repaired and was again in working order.

**Date of next meeting: The September monthly meeting has been brought forward to Tuesday 30<sup>th</sup> August 2016.**

The meeting closed at 9.45 pm.