

PARISH COUNCIL MEETING

Held in the Guildhall, Tuesday 30th August 2016 at 7.30 pm.

Present Mr C Reeve - Chairman.

Mrs J Baker, Mrs D Twitchett, Mr O'Mahony Ms E Paris, Mr B Panton, Mr T Sheppard, Mr A Searle.

Mrs J Antill, County Councillor. Mr W Shropshire, District Councillor.

Public Forum – no members of the public in attendance

County Councillor's Report – Mrs J Antill *report follows these minutes*

District Councillor's Report – Mr W Shropshire *report follows these minutes*

The Minutes –The minutes of the meeting held on Thursday 4th August were approved. Proposed by Mr Panton, seconded by Mr Sheppard. Carried.

Declarations of Interest - none

Apologies for absence received from Mr Whitworth, Mr Gibson and Mrs Banks

Matters Arising

The hedge along Sudbury Road had been trimmed, this had been organised by Mr George Cubitt and an email had been sent thanking him.

Report of fallen branch in Cemetery, STS asked to remove this if they were passing, and this has been done with no charge to the Parish Council and message of thanks had been emailed.

Mrs Baker gave a short update on events at the Library. The signage for the car park entrance from Church Street is progressing. Fifty one children joined the Summer Reading Challenge (compared to 15 last year) and presentations will take place in the Village Hall on Sunday 18th September at 10.30 am. Tea in the Library with James Runcie, Thursday 27th October, tickets are available now at the library and online. Also the Friends are exploring Top Time, social gatherings for seniors, on alternate Tuesdays.

Finance and Strategy

Neighbourhood Plan – copies of the 'Time to Vote' leaflets will be re-delivered in certain areas and would also be put in the school, and pre-school, pupil's bags when term commences next week.

LED street lighting – some pockets around the village still not completed. It is understood there has been a SCC Highway's reorganisation and Richard Webster will oversee lighting.

Approve annual return – the Audit had been completed and the documents returned, there were no matters which came to the attention of the auditors which required the issuing of a separate additional issues arising report. It was proposed by Mrs Baker, seconded by Mrs Twitchett, that the Parish Council has approved and accepted the annual return including the auditors' certificate. Carried. These will now be published for 14 days.

Quotations for First Meadow and Recreation Ground event parking works – the quotations had been circulated to all members. It was agreed that further investigations were required in respect of the First Meadow, in particular possible costs should be put before the finance working group for their opinion. Mr Panton said he would investigate further how the optimum

number of cars could be parked and turned in the space available. The surface suggested for the parking area at the Recreation Ground would improve parking all year round, but it was doubted whether the area could be used for coach parking because there was insufficient turning space. It was agreed to hold discussion over until the October meeting to allow time for a proposal to come forward from the Community Council.

Additional litter and dog bin emptying – weekly emptying was proving insufficient for most bins, especially during the height of the tourist season, and over Bank Holiday periods when litter was overflowing onto the surrounding pavements. A schedule and costings for an additional Friday emptying had been received from Babergh D C. It was proposed by Mrs Baker, seconded by Mr Sheppard, and agreed, that all bins should be included at a cost of £639.47 per year (pro-rata at £373.02 for the remainder of this financial year).

Invoices received, cheques for payment

Anglian Water, water charges (Church St toilets £494.93, Prentice St toilets £239.32, Cemetery £6.17) £740.42: Lavenham PCC, NP referendum advert in LL £60.00: Premier Calls, phone a/c August £29.06: Payroll £687.60: HMRC, PAYE £478.40: BDO LLP, annual audit fee £480.00: British Gas, electricity supply Church St toilets £58.24: NFU Mutual, annual insurance renewal £1,178.97: The CGM Group, grounds maintenance August £874.00: The Landscape Group, toilet services (June £1103.76, July £1580.82) £2,684.58: Keith Purvis Electrical, re set lights Prentice St toilets £50.00: Sudbury Office Supplies, NP stationery & printing £63.21: Cartridge Discount, black/colour ink cartridges £70.28.

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

A letter to the Bank requested the transfer of £7,000 between accounts.

A cheque for £1,500.00 had been received from Cllr Jenny Antill's locality fund as support for the new play equipment scheme on the First Meadow.

Receipt and thanks for donation of £50 from Community Action Suffolk

Email from Colin Rockall thanking the Parish Council for the donation of £100 towards the costs of the Children's Book Festival

Planning

Planning Applications:

B/16/00993 Application Type: FHA & B/16/00994 Application Type: LBC

1 Bolton Street, Lavenham - Erection of single storey rear extension and replacement windows (following demolition of existing garage)

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

B/16/01048 Application Type: FHA

Grove Cottage, Barn Street, Lavenham - Erection of single-storey side and rear extension and two-storey infill rear extension (following demolition of existing garage and conservatory)

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

B/16/01089 Application Type: FHA

12 Harwood Place, Lavenham - Erection of single storey rear extension

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

B/16/01020 Application Type: FHA

The Lavenhams, Bridge Street Road, Lavenham - Erection of a 3 bay cart lodge including pool and wet room; installation of a swimming pool

Prop. Mrs Baker, sec. Mrs Twitchett, recommend approval. Carried.

B/16/01138 Application Type: AGDW

The Old Piggery, Slough Farm, Bridge Street Road, Lavenham - Notification for Prior Approval of proposed change of use of agricultural building to a dwellinghouse (Use Class C3), and for associated operational development - Agricultural Building to Dwelling

It was agreed that a site meeting should be arranged in order for the Councillors to view the proposals.

Operations

Operations Working Group – Mr Whitworth and Mr Searle had met to review street cleaning arrangements and had noted several areas outside the central core which could be incorporated into the schedule. Our Village Warden does not hold the necessary licence to use weed killer on the pavements but this work could be carried out by Landscape Group. There were also several areas of planting and shrubs which had become overgrown. Mr Searle asked for any ideas of where improvements could be made to be forwarded to him.

Traffic and Road Management – the recent reconfiguration of the Church Street car park and relocation of the recycling bins had resulted in an increase of the car parking spaces by 14.

There was concern about a car which may have been abandoned in the Church Street car park as it had not been moved for some weeks. The details will be forwarded to the Sudbury Community Wardens.

The next meeting with Steve Merry to discuss progress with the traffic management plans will be on 14th September

Emergency Plan – nothing further to report at present

Temporary toilet facility on First Meadow – the portaloo had been sponsored for the school holiday period by W A Deacon funeral services and a letter of thanks for this generous gesture would be sent to David Deacon. This had prompted the question of whether there was a need for a permanent toilet facility for the use of families using the play facilities. Mr Panton, Ms Paris and Mr O'Mahony to give this consideration as to feasibility and costs.

Housing and Social

SCC site/CLT – following the latest Housing Enabling Meeting it was reported that the planning application should be submitted very soon. There will be another public exhibition in the Village Hall so that people can see the plans as submitted.

Good Neighbour Scheme – still continuing with two or three tasks per week. Cally Boardman had attended the afternoon tea at Tenter Piece this afternoon where people had taken along old photographs for discussion. Arrangements will be made soon for the AGM.

Correspondence had been received from:

Paul Gant, Highways Engineer, with information regarding the pollarding of the lime tree in Church Street which would be carried out shortly. This had been missed when the trees in High Street had been pollarded in 2013.

Babergh D C Media release, Dementia Friendly film screenings come to Hadleigh. Two films will be showing this autumn on Wednesday 13 September and Wednesday 11 October.

Screenings on both dates start at 1.30pm at Hadleigh Pool and Leisure Community Hall.

Tickets are free but places should be reserved on 01473 823470 or via email.

SALC, details of the Babergh Area Meeting on Monday 5th September, 7pm to 9pm in the Council Chamber. Mr Searle said that he might be able to attend this meeting.

Mr John Woodley, expressing an interest in an allotment in Lavenham.

Suffolk Community Foundation, Launch of Hidden Needs, 28 September 2016 at University of Suffolk.

Invitation (open to all community and voluntary groups, but limited attendance to 2 representatives per group) to funding event at Lavenham Village Hall on Wednesday 19 October, 12.15 to 4.30 pm. Main speaker: Suffolk Community Foundation

Christmas lighting

Clerk had made enquiries about street collections and information had been passed to Mrs Banks. It was agreed that the budget and finance for the lighting should be discussed by the finance working group.

Flightpaths

No further information was available regarding flightpaths but it was not thought that there had been any changes to the holding areas recently. Mr Panton mentioned Flightradar24 which could be used to track flight movements across the area.

Dog Controls

The Clerk's enquiry to Babergh District Council had been passed to the appropriate person for a reply and this was awaited.

Other Matters brought to the attention of the Parish Council

Following the recent power cut over much of the village Mr Searle raised concerns about the unreliability of the power supply to the village which had been included in the VDS but not mentioned in the Neighbourhood Plan. It was pointed out that it had not been mentioned as it was not a planning matter, although it could have gone in as a project.

Mr Reeve reported that Richard Morgan of the Lavenham Society had informed him that following a FOI enquiry to Suffolk County Council regarding the testing of fire hydrants in Lavenham they had now indicated that essential 'wet testing' of the village fire hydrants would be carried out within the next three months and regularly in the future, with proper recording of the test results.

Mr O'Mahony and Mr Searle are continuing research into possible future proposals for the gas works site.

It was pointed out that this is the last meeting in the Guildhall under Jane Gosling's stewardship. A letter of thanks will be sent for her assistance in the accommodation of the many and various council and community meetings over the years.

Date of next meeting: Thursday 6th October 2016

The meeting closed at 9.30 pm.