

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 6th October 2016 at 7.30 pm.

Present Mr C Reeve, Chairman. Mr R Whitworth, Vice Chairman
Mrs J Baker, Mrs D Twitchett, Mrs G Banks, Ms E Paris, Mr P Gibson, Mr T Sheppard,
Mr A Searle, Mr B Panton, Mr J O'Mahony
Mrs J Antill, County Councillor

Public Forum – no members of the public present

Police Matters – A total of 100 crimes were recorded in the Babergh West area during August 2016, categorised as: Burglary 29; Robbery 15; Violent 9; Shoplifting 21; CD&A 1; Other Theft 10; Drugs 4; Bike Theft 1; Other 10.

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

District Councillor's Report – Mr W Shropshire – emailed and circulated (*report follows these minutes*)

The Minutes –The minutes of the meeting held on Thursday 6th October were approved. Proposed by Mrs Baker, seconded by Ms Paris. Carried. It was noted that Mr Panton had attended the site meeting at The Old Piggery, Slough Farm, although this had not been recorded in the minutes.

Declarations of Interest - none

Apologies for absence received from Mr W Shropshire, District Councillor.

Matters Arising

Mrs Baker reported on activities at the library. The new sign is in situ and there is also improved signage to the Village Hall. Elise Hardy the new Library Manager has established a 'tot rock' session in the Village Hall on Thursday afternoons, this is for pre-school children and is proving very popular. The next initiative is for the Friends to raise money for updating the library stock. This will include a stall as part of the Christmas Fair on 2nd Dec.

The Children's Book Festival had been a great success and enjoyed by all who had attended the various sessions. Tea in the library with James Runcie had also been an excellent event.

Mr Whitworth informed the members that contractors will be carrying out remedial works to trees on the Lavenham Walk between 28th November and 2nd December. Warning notices will be posted at each end of the Walk.

Mr Searle had been asked by Mr Percival if any progress had been made in identifying owners of hedges, in particular along Lower Road. There had been a meeting with a Suffolk County Council Highways officer who had offered an opinion but further investigation is required.

Work to reinforce the turf on First Meadow to enable event parking had been completed although further pegging down is required. The Christmas Fair committee has made a donation of £1,000 towards this work.

Finance and Strategy

Precept 2017/18 issues to be considered – Councillors had been asked to put forward items which needed to be taken into account when the budget and precept requirement were considered.

Suggestions were: ongoing maintenance schedule for street furniture/bins/notice boards etc.; 3-4 year tree survey and remedial works, contracted hedge maintenance; consideration of essential works in respect of river clearance to reduce flooding risk (with Environment Agency advice); review/expand/ additional support for Warden scheme; Chapel renovations, fit out for better use; IT update; smarten up the streets, additional cleaning.

The Finance Group will put forward a draft budget to the December meeting by which time more information in respect of the Tax Base should be forthcoming from Babergh.

It was agreed that a further five new litter bins should be ordered to replace the older, open bins which were in bad condition. Also costings obtained for replacing the older notice boards which are deteriorating and no longer fit for purpose.

Annual Review of Burial Fees – Following consideration of figures circulated by the Clerk it was proposed by Mr Whitworth, seconded by Mrs Twitchett, and agreed, that the fees should be increased as follows: Part 1, Interments, (I)(i) no change, (I)(ii) increase to £275, (II) increase to £175. Part 2, Exclusive right of burial, increase to £185. Part 3, Gravestones, tablets & inscriptions, (i) increase to £185, (ii) increase to £155, (iii) increase to £165. Additional inscription, increase to £68. These fees to apply from the date of the meeting.

Invoices received, cheques for payment

Lavenham Woodland Project (Orienteering Course £100, annual financial support £300) £400.00: The Landscape Group Ltd, toilet works Sept, & repairs £1,172.86: Seago & Stopps Payroll solutions, payroll services q/e 05/10 £84.00: Sudbury Town Council, dog fouling stickers £31.20: SALC, 3 x new councillor training £396.00: Community Action Suffolk, 1 year web hosting £60.00: Payroll £694.00: Cartridge Discount, black and coloured printer inks £71.32: RBL Poppy Appeal, poppy wreath £16.50: Kinex, phone a/c October £25.20: British Gas, electricity to public toilets (Church Street £52.89, Prentice Street £50.14) £103.03: The Financial Conduct Authority, CLT regulatory fees 01/04/2016-31/03/2017 £60.00: E D Corkhill, maintenance First Meadow bridge £60.00.
Paid by Direct Debit to BT for Broadband service to old phone box for October £61.92.

A letter to the Bank requested the transfer of £3,500.00 between accounts.

Letter of authorisation was signed for the transfer of the sum of £12,411.00, funds held by the Parish Council, to the account of Lavenham Community Land Trust

Planning

Planning Applications:

B/16/01302 The Granary, Mill Hill, Bury Road, Lavenham Notification under Part 3 of the Application Type: STDW Town and Country Planning (General Permitted Development)(England) Order 2015 - Prior Approval under Class P - Change of use of building and land within its curtilage from a use falling within Class B8 (storage or distribution centre) of the Schedule to the Use Classes Order to a use falling within Class C3 (dwellinghouses) of that Schedule

Prop. Mr Sheppard, sec. Mr Searle, the Parish Council upholds its observations on previous applications for this site: it is considered that the proposal constitutes an over development of

the site and there is no evidence to demonstrate that this semi derelict building has previously been used as a storage/distribution centre. Carried.

B/16/01425 1 Mayes Farm, The Common, Lavenham

Application Type: TCA Removal of 1 no.Cherry tree

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

Planning Decisions Received:

B/16/01020/FHA The Lavenhams, Bridge Street Road, Lavenham – permission for erection of a 3 bay cart lodge including pool and wet room; installation of a swimming pool

B/16/01138/AGDW The Old Piggery, Slough Farm, Bridge Street Road, Lavenham – Refusal of Details of Change of Use from Agricultural Building to Dwelling C3.

B/16/01172/FHA/AS. Topaz, Sudbury Road, Lavenham – permission granted for erection of detached double garage to north-east of existing dwelling

B/16/01303/TCA 27 Bolton Street, Lavenham – approval for works to trees in Conservation Area, reduce 1 no. Hawthorn and 1 no.Cherry tree by 30%, reduce the height of 1 no. Holly by 6ft and raise crown and reduce sides of 1 no. Oak tree

B/16/01206/FHA 1 Mayes Farm, The Common, Lavenham – permission granted for erection of a single-storey rear extension

Operations

Traffic and Road Management –John Simpson, SCC Highways manager, had walked around the village with Councillors and discussed areas of concern, he was sympathetic to the problems highlighted and constructive in his suggestions. Mr Sheppard and Mr O’Mahony will produce a summary of the discussions and what it is hoped to achieve.

Mr Whitworth suggested that the village is in need of flashing speed signs to slow traffic entering the village. Mr O’Mahony to report back with possible costs of purchase.

Emergency Plan –.Mr Panton has arranged delivery of the Community Emergency Plan information leaflet and questionnaire to every household with the Village Hall Times and a general get-together will take place in the Village Hall on Wednesday 23rd November from 7.30 pm.

Mr Panton is booked on the Winter Preparedness Course. Information note to go in Lavenham Life and the Village Edition to offer clarification on use of the village grit bins.

Village and Sudbury Community Wardens – following conclusion of the initial six month trial period, Mr Reeve, Mr Whitworth and the Clerk had met with Peter Ince and confirmed his appointment and his future emoluments. A letter has been sent outlining his contract of employment, sick pay entitlement, consolidation of holiday pay entitlement, period of notice etc. A meeting between council members, and Sudbury Wardens and Graham Masters of Landscape Group would be set up to consider the possibility of expanding the work and responsibilities of the wardens.

Housing and Social

SCC site/CLT – the Parish Council had been holding money in trust for the CLT until banking arrangements had been completed, a letter of authorisation has been signed to enable the transfer of this amount, £12,411, which will be used on the new site. An Open Meeting in respect of the new build has been arranged by Hastoe on Monday 14th November, between 4 and 6.30 pm. in the Village Hall.

Good Neighbour Scheme – the AGM had taken place on Friday 21st October and had been well supported, two new volunteers had come forward.

Mrs Twitchett had met Sally Watson of Suffolk County Council Communities team and

had been asked if she would be interested in helping other communities to set up Schemes, Monks Eleigh and Great Cornard are both wishing to do this.

Arrangements are in hand for the Christmas Party on the afternoon of 8th December, there will be food, entertainment and carol singing.

The Parish Council supports Mrs Twitchett in her concern regarding sheltered housing provision in the village and she will be attending a meeting in Sudbury on Monday night where Martin King, Babergh Head of Housing, will be in attendance.

Correspondence had been received from:

SALC, details of the AGM circulated to members. Mr Reeve and Mr Searle said they would like to attend this meeting on Monday 14th November.

Valuation Office Agency, giving information regarding the revaluation of rateable values in the respect of the cemetery premises, draft rateable values are online.

Suffolk Preservation Society, copy of Suffolk View, circulated to members

Colin Rockall, Chairman Lavenham Literary Festival, thanking the Council for the financial support for the Children's Book Festival, and outlining the success of the event

SALC, forwarding Suffolk C C edition 9 of Highways Matters newsletter, to be circulated

CAS, news of free networking event at Sudbury on Tuesday 8th November for community organizations

Village Hall will be holding a Thank you Christmas Party on Tuesday 6th December from 7.00 pm - 11.00 pm, with music, a light buffet and bar. Free but tickets must be obtained.

Wood Towns Project

The group is considering setting up as a CIC (Community Interest Company) and is putting together an application for grant aid under the Leader Programme to help develop rural tourism. There will also be a need for additional fundraising. Meetings take place every 2 weeks and they are working on a marketing plan, websites and apps.

Other Matters brought to the attention of the Parish Council

The Games Evening in the Village Hall had been a success with lots of community spirit.

Mr Reeve had been invited to represent the Parish Council at the Remembrance Parade which will leave the Market Place at 9.30 to be at the Church at 10 am. Mr Gibson reported that arrangements are in hand to prevent cars from parking on part of the Market Place.

Date of next meeting: Thursday 1st December 2016

The meeting closed at 9.20 pm.

Lavenham Parish Council website: lavenham.onesuffolk.net

