

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 6<sup>th</sup> 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 J O'Mahony  
Mr W Shropshire, District Councillor.

**Public Forum** – Mr Mike Percival of Trinity Gild raised concerns about the danger to pedestrians and cyclists using Lower Road, especially children en route to the play area at First Meadow. Increasingly drivers, including those with large and heavy vehicles, were using the road as a rat run in order to avoid Water Street and High Street. Hedges and verges are overgrown leaving no refuge for walkers faced with speeding vehicles. It was explained that the Parish Council has requested Suffolk County Council Highways to take action and they are trying to establish ownership of the overgrown hedges. The trialing of the weight restriction in Water Street will extend round the corner at the junction with Lower Road and it is hoped that this will reduce the use of Lower Road. A speed limit and/or weight restriction on the road have also been discussed in the past.

**Police Matters** - the Sudbury SNT September newsletter showed crime figures for July 2016 for Sudbury SNT area: Burglary Dwelling 2; Robbery 0; Violence with injury 24; Serious Sexual Offences 2; Drug Trafficking 0; Anti-Social Behaviour 62. It is not possible to extract figures for Lavenham from these totals.

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

**The Minutes** –The minutes of the meeting held on Tuesday 30<sup>th</sup> August were approved. Proposed by Mrs Baker, seconded by Mr O'Mahony. Carried.

**Declarations of Interest** - none

**Apologies for absence** received from Mr Panton and Mrs Antill.

**Matters Arising**

Mrs Baker reported on activities at the library and remarked on the exciting programme of events planned for the Children's Book Festival on 28<sup>th</sup> & 29<sup>th</sup> October. Suffolk Libraries Bookfest takes place on 21<sup>st</sup> to 20<sup>th</sup> October. Thirty nine children had completed the Reading Challenge and a presentation of certificates had taken place at the village hall.

**Finance and Strategy**

**Neighbourhood Plan** – Mr Reeve recorded thanks to everybody who had contributed to the work put into the Neighbourhood Plan. The website has been updated. Mr Reeve and Mr Whitworth will be meeting with Philip Isbell, Professional Lead for Growth and Sustainable Planning, at Babergh to work through and explain how and why the final plan was arrived at.

**LED street lighting** – Mr Reeve has raised concerns about progress of the works with Richard Webster who is now back in charge and has been assured that all works will be completed by March 2017. UKPN is the only authority able to carry out certain aspects of the work,

especially to those lanterns mounted on poles which carry other cables, and this is partly to blame for slowing progress. There is also an issue with the application made in April to Babergh in respect of replacement of lanterns mounted on brackets on listed buildings. It is hoped this will be resolved shortly.

Quotations for First Meadow event parking works – proposition to accept the revised quotation of £4,080 from the Landscape Group for laying nylon Turf Guard to create parking ‘in and out roads’ and two turning zones, allowing for staggered parking for 100 cars on the grass area between the ‘roads’. There is the possibility of a contribution towards this from the Christmas Fair group, charging a modest amount per car, or the use of an honesty box, could also offset the cost. Proposed by Mr Sheppard, seconded by Ms Paris, and agreed.

Additional tree works at the Cemetery – Suffolk Tree Services have quoted for additional tree works in the Cemetery, picked up while they were carrying out other works. These were considered, some rejected, and others at a total cost of £440 would be requested. This included the cost of £200 for felling and stump grinding one of the lime trees on the southern boundary which had been deliberately poisoned by persons unknown. Proposed by Mr Whitworth, seconded by Mrs Twitchett, and agreed.

Financial support for orienteering course – John Knight had devised an orienteering course around the woodland areas and footpaths. It was understood that funding for this is £300 short although a fundraising event is planned. It was proposed by Mr Whitworth, seconded by Mr Gibson, that the Parish Council donates £100 to the Woodland Group to support this new venture which will increase interest in the countryside, both for residents and visitors. Carried.

Pond clearance at the Halt site – it was agreed that further enquiries should be made with regard to ownership of the pond before any consideration was given to financial support towards clearing and cleaning out. Also Suffolk Wildlife Trust would be contacted for advice regarding the most wildlife friendly way to carry out any work.

Re-print of Village Guide – proposed by Mr Gibson, seconded by Mr Searle, that the Parish Council contributes £400 to the Lavenham Forum towards the update and re-print of 10,000 guides. Carried.

Review Christmas lighting and tree costs – Collections from the tins in various shop premises did not appear to amount to a significant sum, although Mrs Banks will put a reminder in Lavenham Life next month. In order to keep expenses within the budget set aside it was agreed that the Parish Council would purchase only three Christmas trees, the main tree for the Market Place and two memorial trees, one at the Church and one near the Jo Woodgate memorial. In addition the cost of putting up and taking down the lights in Market Lane and Market Place would be covered. Mr Turner would string the lights on the Market Place tree closer together rather than purchasing additional lights. Mr Turner would begin work sorting the lighting strings in mid November. Proposed by Mr Searle, seconded by Mrs Twitchett. Carried.

Invoices received, cheques for payment

Suffolk Tree Services, additional tree works in Cemetery £3420.00: The Landscape Group, public toilet works in August etc. £1401.66: Playdale Playgrounds, one year inspection new equipment £234.00: Janey Auchincloss, plants, feed etc for Market Place planter £30.00: Payroll (Village Warden £256.00, Clerk £431.60) £687.60: The CGM Group, grounds maintenance September £874.00: R Norman, various small works, instal litter bins, repair Chapel lock etc. £325.00: Kinex, phone a/c Sept £24.17: Kemps Printing Service, photocopies/stationery £8.20: Petty Cash £100.00: Sudbury Office Supplies, photocopying £19.10: Lavenham Forum, donation towards village guide reprint £400.00.

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

BDC direct transfer to the Parish Council of second half of the Precept: £34,000.00  
A letter to the Bank requested the transfer of £7,000 between accounts.

### **Planning**

#### **Planning Applications:**

B/16/01172 Application Type: FHA

Topaz, Sudbury Road, Lavenham CO10 9SB

Erection of detached double garage to north-east of existing dwelling

Prop. Mr Whitworth, sec. Mr Sheppard, recommend approval. Carried.

B/16/01206 Application Type: FHA

1 Mayes Farm, The Common, Lavenham CO10 9TZ

Erection of a single-storey rear extension

Prop. Mrs Twitchett, sec. Mr O'Mahony, recommend approval. Carried.

B/16/01303 Application Type: TCA (trees in Conservation Area)

27 Bolton Street, Lavenham CO10 9RG

Reduce 1 no. Hawthorn and 1 no. Cherry tree by 30%, reduce the height of 1 no. Holly by 6 ft. and raise crown and reduce sides of 1 no. Oak tree

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

B/16/01229 Application Type: FHA & B/16/01230 Application Type: LBC

The Hall, Hall Road, Lavenham CO10 9QX

Erection of single storey front and rear extensions

Prop. Mr Sheppard, sec. Mr O'Mahony, 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

Site visit on 8<sup>th</sup> September, attended by Mr Gibson, Mrs Twitchett, Mr Sheppard, Ms Paris, Mr Searle and the Clerk.

Following viewing of the site and proposals the members present passed the following comment on this application, which was forwarded to the District Council in order to comply with the time constraints:

The Parish Council considers that the main criteria contained in the Town and Country Planning (General Permitted Development) (England) Order 2015 - Agricultural Building to Dwelling has been met in this application but are concerned that only very limited information on the conversion details have been provided.

Prop. Mr Gibson sec. Mr Searle, confirm the above resolution. Agreed.

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

B/16/00902/FHA Redwall, Hall Road, Lavenham – permission for 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. Render existing brickwork.

B/16/00952/FHA 10 Spring Street, Lavenham – permission for erection of part two-storey and part single-storey side extension

B/1600993/FHA & B/16/00994/LBC 1 Bolton Street, Lavenham – planning permission and listed building consent for erection of single storey rear extension and replacement windows (following demolition of existing garage)

B/16/01048/FHA Grove Cottage, Barn Street, Lavenham – permission for erection of single-storey side and rear extension and two-storey infill rear extension (following demolition of existing garage and conservatory)

B/16/01089/FHA 12 Harwood Place, Lavenham – permission for erection of single storey rear extension

B/14/01145/FUL 80a High Street, Lavenham – permission for retention of 1 no refrigeration and air-conditioning plant unit to rear of store & internal alterations

B/16/01067/TPO Finches, Bridge Street Road, Lavenham – consent to works to tree protected by TPO, remove 1 no. Maple tree (T1) protected by TPO WS240(G1)

B/16/01129/TCA The Old Manse, Barn Street, Lavenham – consent for trees in Conservation Area

### **Operations**

Operations Working Group – Babergh had agreed that they would help with leaf clearing in the village. A problem had arisen with early leaf fall, especially in Barn Street and Prentice Street, Graham Masters and Peter Ince have now dealt with this. Ideas of where extra attention to street cleaning might be required are invited, Cock Alley was suggested as needing attention. Mr Whitworth said that the general perception was that street cleaning had improved overall. Mr Sheppard said that landowners should, where necessary, be reminded of their responsibility regarding hedge trimming. Two overgrown areas of hedgerow had already been trimmed, in Church Street and along Sudbury Road.

Traffic and Road Management – at a meeting with SCC Highways plans and drawings for the 7.5 tonne weight limit and signage, and proposed build-outs for Water Street, had been shown.

Emergency Plan – Mr Panton had emailed that nothing has happened since the last meeting but he plans to circulate the Emergency Planning leaflet to every household in the Village Hall Times which is scheduled to go out before the end of October. There will also be an item inviting people to a general meeting about the plan, no date set yet for the meeting, but probably mid to end of November.

Lavenham Walk – tree survey undertaken and remedial work has been commissioned. Suffolk County Council's agreement to the amendments to the lease is awaited.

### **Housing and Social**

SCC site/CLT – the site has still not been acquired, the documentation is held up by the right to Buy legislation. There will be an information event in the Village Hall on 14<sup>th</sup> November, drop in between 3.30 and 7 pm. The planning application should have been submitted by then.

Good Neighbour Scheme – still going well. A £500 donation has been received from the East of England Co op token scheme. Plans are in hand for a Christmas tea party, along the lines of the Queen's 90<sup>th</sup> Birthday tea. The combined AGM/Cheese and Wine is taking place on Friday 21<sup>st</sup> October.

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

Lavenham Charities for the Poor, present Trustee Mr Tim Rhodes is approaching the end of his present term of office and has indicated his willingness for re-nomination. The Parish Council will send thanks to Mr Rhodes and confirm his appointment for a further term of 4 years.

Mrs Anna Pitt, asking if an additional litter bin can be installed near the coach parking in Church St car park, or a larger bin. Also comments that the rainwater channel across the pavement in Water Street is now safer after being fixed with cement. The Parish Council has arranged for twice-weekly emptying of all litter and dog bins and does not consider there is a need for a larger or additional bin. Although the rainwater channel is now safer there is some

concern that the cement fixing does not allow access for clearing the downpipe if it becomes blocked. This is one of the points that will be raised with Highways in the planned 'walk about' in the village.

Mr Andrew Roff from Eastbourne, letter regarding encouraging new development in Lavenham (saw article in Telegraph), advises care when dealing with developers citing difficulties in his area with provision of recreational space as part of new developments.

Michael McVey, asking if the Norton Owners Club could use the Market Place for a small show/rally on the afternoon of Saturday June 10<sup>th</sup> next year (date yet to be finalised), around 130 members attending, number of bikes less. The Council would welcome this rally but first needs to check that this date does not clash with any other village event.

Sharon Bailey, as a regularly walking resident of the village, asking if anything is going to be done about speeding traffic in the village. Enquiries will be made about the mobile speed signs. SALC, forwarded service delivery survey for completion by Councils, collecting views on a range of issues and how they feel services are currently being delivered in the County

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

Mr Reeve reminded Councillors that they should be considering items for inclusion in the 2017/18 budget and precept. Discussions will start in November/December.

Mr Whitworth reported that the Wool Towns Association has been invited to apply for a Rural Development Grant of £100,000 for aiding tourism. The application must be made by January 9<sup>th</sup> 2017.

Date of next meeting: Thursday 3<sup>rd</sup> November 2016

The meeting closed at 9.40 pm.

**Lavenham Parish Council website: [lavenham.onesuffolk.net](http://lavenham.onesuffolk.net)**