

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 5<sup>th</sup> October 2017 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mrs D Twitchett, Ms N Smith, Mr B Panton, Mr A Searle, Mr J O'Mahony.  
Mr R Lindsay, Suffolk County Councillor.

**Public Forum** – There were no members of the public present

**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. At the moment the Newsletter has not been updated from last month. 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. Explore the crime map. **August 2017:** 1 x Burglary; 1 x Anti Social Behaviour; 2 x Violence & sexual offences.

Enquiries will be made with the Sudbury Inspector as to the timetable for de-criminalisation and the Parish Council's wish to be updated on progress.

**County Councillor's Report, Mr R Lindsay** – emailed report circulated to Councillors  
(*report follows these minutes*)

Following up matters covered by the report, Mr Reeve commented that the Parish Council had asked to see the final plans and signage scheme for Water Street, and updated members on the latest meeting with the developers of the Bears Lane site.

As Mr Lindsay has been appointed to the Care, Wellbeing and Health committee Mr Reeve hoped that he might be able to advise the Parish Council as consideration was being given to setting up a Dementia Awareness group in the village. Very early stages, but schemes already set up in Debenham, Hadleigh and Sudbury were being studied.

**District Councillor's Report, Mr W Shropshire** – in his absence Mr Shropshire's report had been circulated to Councillors by email (*report follows these minutes*).

A reminder was given regarding the Joint Local Plan consultation meetings at Hadleigh and Sudbury next week.

It was agreed that nothing further needed to be added to the Parish Council's previous response to the Chilton Woods application.

**The Minutes** – Prop. by Mr Gibson, sec. by Mrs Baker, the minutes of the meeting held on 7<sup>th</sup> September were approved. Carried.

**Declarations of Interest** – none

**Apologies for absence** received from Mrs Banks and Mr Shropshire.

**Matters arising and update of outstanding issues**

Information regarding the Lavenham Walk had been circulated, a covering letter is the only item outstanding on the proposed lease.

**Finance and Strategy**

**Consider funding to support Library/Primary School links** – allowance had been made in the budget for support for the Library link with the School, prop. Ms Smith, sec. Mr O'Mahony,

a donation of £200 should be made. Carried.

Approve additional SID funding from budget – prop. Mrs Baker, sec. Ms Smith, additional funding of £100 agreed for extra signage.

Suffolk Tree Services worked additional hours in order to remove the compacted ivy from the roof of the bus shelter. It had been anticipated that the roof would have suffered damage but only one hole had been found and £200 funding was agreed for repairs.

#### Invoices received, for payment

NFU Mutual, annual insurance premium, balance after adjustments £7.05: idverde, public toilet works Aug £1,140.55: The CGM Group, grounds maintenance Sept £874.00: Payroll £772.20: Sudbury Town Council, Warden Services 01/04/17 to 30/09/17 £900.00: Archer Safety Signs, ‘Litter Picking’ warning signs £116.34: Truvelo (UK) Ltd, speed warning sign (SID) £4,266.00: Cobblers & Keys Ltd, granite sign for pre school £49.85: Suffolk Tree Services, works to Yew trees rear of bus shelter £1,800.00: Kinex, phone a/c Sept £21.43: Karzees Ltd, portable toilet at First Meadow 01/09 to 04/09 [06(i)/17 p26] £36.00: Petty Cash £100.00.

Paid by Direct Debit to BT for Broadband service to old phone box for September £65.88.

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

Approval of the payment schedule was proposed by Mrs Baker, seconded by Ms Smith, and agreed.

Confirmation received that the balance of the precept £34,500 has been transferred by BACS.

### **Planning**

#### Planning Applications Received:

Re-consultation: Revised drawing received 13th September 2017

B/17/01154 & B/17/01155 18 Shilling Street, Lavenham

Householder Planning Application & Application for Listed Building Consent - Erection of single storey rear extension (following demolition of existing).

Prop. Mrs Baker, sec. Mr Sheppard, recommend that the Parish Council maintains its strong objection as put forward in response to the original application. Carried.

B/15/01718 Proposed development at Chilton Woods Mixed Use Development, Land North of, Woodhall Business Park, Sudbury

Application for planning permission accompanied by an environmental statement

Prop. Mrs Baker, sec. Mr Searle, recommend the Parish Council’s previous comments stand, we see nothing in the new submissions which change our view. Carried.

DC/17/04715 Linden, Bears Lane, Lavenham

Tree Preservation Order- Works Related: Reduce crown by 25-30% on 1 no. Ash (T1) WS41/T127 covered by Tree Preservation Order and Reduce limb by 6ft on 1 no. Horse Chestnut (T2) covered by Tree Preservation Order WS41/T124.

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

DC/17/04803 & DC/17/04804 - 9-10 Church Street, Lavenham

Householder Planning Application & Application for Listed Building Consent- Demolition of existing modern lean-to extension and erection of single storey rear extension

Prop. Ms Smith, sec. Mrs Twitchett, Recommend refusal, whilst not against the concept it is felt that the proposed extension is alien to the adjoining building.

It is considered that the proposal does not conform with the following Saved Policies in the Babergh Local Plan Alterations No 2 (2006): i) CN01 All new development proposals will

be required to be of appropriate scale, form, detailed design and construction materials for the location; ii) CN06 Requires that any works within the setting of a listed building should respect those features which contribute positively to the setting of the building including space, views from and to the building and the historic layout; iii) CN08 Proposals for the alteration or extension of an existing building in a Conservation Area should preserve or enhance the character of the Conservation Area or its setting and be of an appropriate scale, form and detailed design to harmonise with its setting.

In addition the proposal does not conform with Police D1 – Design and Character of the adopted Lavenham Neighbourhood Development Plan which requires that all development proposals will be expected to preserve and enhance Lavenham’s distinctive character and be sympathetic to the setting of any individual heritage asset. Carried.

DC/17/03100 Land South Of Howlett Of Lavenham, Melford Road, Lavenham  
Outline Planning Application (Means of Access to be considered only) - Erection of 25 dwellings with vehicular access onto Melford Road.

Reason(s) for re-consultation: The description of the application has been changed as per Updated planning application summary, updated planning, design and access statement, updated document list and drawing nos HO1175/15/002 Rev D and 633 001 Planning 003 all received by the Local Planning Authority 22nd September 2017.

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

DC/17/04680 & D/17/04681 The Old Rectory, Church Street, Lavenham  
Householder Planning Application & Application for Listed Building Consent - Erection of a single storey rear extension and associated alterations.

Prop. Ms Smith, sec. Mr O’Mahony, recommend approval. Carried.

DC/17/03718 Barn At Clayhill Farm, Clay Hill Farm, Lavenham  
Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3), and for Associated Operational Development - Change of use of barn to dwelling. As amended by receipt of amended layout plan 1596/17/01C showing associated domestic curtilage and parking area.

Reason(s) for re-consultation: As amended by receipt of amended layout plan 1596/17/01C showing associated domestic curtilage and parking area

Prop. Mr O’Mahony, sec. Mr Sheppard, recommend approval. Carried.

DC/17/05021 Old Grammar School, 11 Barn Street, Lavenham  
Notification of Works to Trees in a Conservation Area- Reduce branches by 2m and balance crown 1No. Ornamental Plane.

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

#### Planning Decisions Received:

DC/17/03802 5 Barn Street, Lavenham – permission granted for erection of single storey side extension and porch. Installation of replacement dormers and doors with application of render finishes to existing elevations

B/16/00437 Land Off Norman Way, Lavenham - Outline Planning Permission for Erection of up to 25 residential dwellings (all matters reserved except means of access).

### **Operations**

**Traffic and Road Management** - Police had attended an incident in Water Street when a large vehicle had damaged the roof of the old White Horse and failed to stop.

Use of the SID had been suspended to enable unbiased measuring while the Norfolk & Suffolk Roads Policing Unit used covert equipment to records speeds of vehicles entering and leaving the village. Lavenham now features on their enforcement programme.

i. Review Prentice Street Car Parking - the proposed application for the Heritage Action Zone has prompted a review of the car parking needs if additional space is cleared in front of the Guildhall. Ownership of the car park and open space and any covenants in place will be established, and other investigations in respect of the best use of the space available are to be started.

ii. SID update - the equipment had been installed on Preston Road for three weeks and data is available showing time, how fast vehicles were travelling and whether going out of, or into, village. Surprisingly on one Thursday there had been 1,013 traffic movements, 48% going out and 52% coming in, with 10% exceeding the limit at enforcement level. The equipment can be left in one location for a maximum of one month but it has been decided to work on a 2 week rotation. When SID is not operating in any location a camera enforcing sign will be put on the post.

Cemetery Chapel proposed refurbishment – there is a new specification, updated with comments and it was agreed that the pack, consisting of a schedule of works, 2 drawings, specification notes and the pricing document, can be given to contractors. Advertisements in various local publications will invite expressions of interest, and all information will be loaded onto the website.

Work to the two Beech trees will be carried out in November by Suffolk Tree Services, the costs has already been agreed.

Public Toilets – surveyors will come out to look at both premises at the end of October.

Proposed bus shelters – discussions put back to November's agenda.

### **Housing and Social**

CLT – accounts to 31 March 2017 have been completed and signed off. Site clearance is complete and there are new photos on the LCLT website.

LED lighting update – no further news

Good Neighbours Scheme – the Scheme continues to be busy, mostly with transport to appointments at hospital, dentist and doctors. Today a party had enjoyed lunch at the Plough at Rede. Plans are in hand for the Christmas party on 7<sup>th</sup> December.

The AGM/Cheese and Wine will take place in the Guildhall on Friday 20<sup>th</sup> October.

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

A resident of the village thanking the members of the Parish Council for agreeing to donate to SARS, she had personal experience of the vital work carried out by this volunteer service James Cartlidge MP, a copy of the Sudbury By Pass petition, to be returned by 3<sup>rd</sup> November Notice of the Babergh/Mid Suffolk Town and Parish Liaison meetings in November 2017.

Mr Reeve and Mr Searle will attend the meeting at Alpheton Village Hall on 7<sup>th</sup> November.

Cllr Jennie Jenkins, Leader of Babergh District Council, with an invitation to take part in the next stage of the Delivering a vision for Prosperity Project (VFP Project) for Sudbury. The next public event will be held at Sudbury Town Hall on Thursday 12<sup>th</sup> October, any time between 2 pm and 7 pm. running alongside the consultation on the Joint Local Plan.

Duncan Merren, Communications Business Partner, Babergh & Mid Suffolk, copy of Press Release in respect of Joint Cabinet Session to consider potential merger

Babergh, information regarding Babergh Boundary Review Stage 2 Consultation

Letter highlighting problems with interference with the planters in the Market Place, especially the one near the Market Cross. Items such as litter, cigarette ends and stones are left in the planters, plants have been lifted out of the soil and paintwork scuffed, some of this seems to be

connected with children climbing and playing on the monument itself. Voluntary help may be withdrawn if matters do not improve. It was thought that steps should be taken to spread the word regarding the voluntary work done to keep the Market Place looking nice for residents and visitors and draw attention to the notice asking people not to climb on the Market Cross. SALC, LAIS 1402 Precept Consultation (circulated)  
SALC, AGM invitation, taking place on Tuesday 7 November at Blackbourne Community Centre, Elmswell, booking form to be returned no later than Monday 30 October.

### **Babergh District Council emerging Local Plan**

An information event for Councillors will take place at the Village Hall on 16<sup>th</sup> October and it is felt that at least two more meetings will be needed in order for the Parish Council to agree representations.

### **Babergh Alliance of Parish and Town Councils**

The updated Constitution is not yet available.

### **Heritage Action Zone for Lavenham**

Mr O'Mahony has drafted proposals for an open event to bring interested parties together and identify experience and expertise. Following this it is hoped that a working party will carry the matter forward and build up a proposal for the next tranche.

### **'Battles Over' Beacon of Light in 2018**

Several village organisations have indicated that they would like to be involved, further enquiries to be made, Mrs Baker will report back to the November meeting.

### **Proposed 'Friends of Lavenham Airfield' Commemorative Events**

Jane Larcombe had emailed as Secretary of Friends of Lavenham Airfield (FOLA) asking if the Parish Council could help with arrangements for commemorative events in 2018/2019/2020 involving the Lavenham community, family members of the 487<sup>th</sup> Bomb Group, and other US tour groups interested in WWII history. It was agreed that the Parish Council would wish to be involved and help, for instance with the provision of additional parking, two way radios to help control public parking etc. Other organisations must also be approached, such as the Community Council for the use of the recreation ground. However the Parish Council does not own a marquee to lend and is unable to offer a body of volunteers to help physically. If a beacon is purchased by the Parish Council it could be used for several events over the coming years.

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

Mr Reeve reported that he had had a meeting with the new Head teacher who seemed to have many positive plans, especially to bring the school closer to the community. Also to extend after-school clubs.

Following the Lavenham Community Council AGM, when Martin Weaver stepped down, Mike Petty has been appointed Chairman.

Mr Searle had received a note from Suffolk County Council, they will be clearing trees at the lower end of Trinity Gild.

Date of next meeting: Thursday 2<sup>nd</sup> November 2017  
The meeting closed at 9.30 pm