

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 7th November 2019 at 7.30 pm.

Present Mr C Reeve, Chairman Mr J O'Mahony, Vice-Chairman.

Mrs D Twitchett, Miss A Mortimer, Mrs A Norman, Mr T Sheppard, Mr B Panton,
Mr I Lamont

Mr R Lindsay, Suffolk County Councillor. Mr C Arthey, Babergh District Councillor (arrived later)

2 members of the public.

Public Forum

Mr Hill spoke to the meeting giving an explanation of the re-submitted scheme for the Priory planning application.

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the October 2019 copy of the new-look newsletter, third edition, Constable's County, which will be published at two-monthly intervals. The newsletter provides an update on policing from the East, West and South policing areas of the County.

The summary of crimes reported within the parish of Lavenham is listed on www.police.uk, search by postcode on Find your Neighbourhood. Crimes recorded within the parish of Lavenham in September 2019: 1 x Violence & Sexual Offence; 2 x Public Order Offence.

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

Damage had been caused to the kerb and step outside Little Hall by a vehicle but SCC Highways had said that a bollard could not be installed to prevent further damage because this is not on the highway.

A meeting had been arranged to meet Mrs Mary Evans, SCC Cabinet Member for Highways, to raise several highways issues of concern, but she was no longer in this position. In a recent reshuffle Mr Andrew Reid had taken over responsibility and Mr Lindsay will lobby for a meeting with him.

District Councillor's Report, Mrs M Maybury

Mrs Maybury had forwarded the Babergh Councillors Briefing Notes for Town and Parish Councils, November 2019 and these had been circulated by email to all Parish Councillors. The notes listed everything that is currently happening at Babergh.

The Minutes – Prop. by Mr O'Mahony, sec. by Mrs Twitchett, the minutes of the meeting held on 3rd October were approved. Carried.

Declarations of Interest – Mr Lamont reported an interest in the Priory planning application (DC/19/04445), he had not taken part in discussions of this application prior to the meeting as a member of the planning working group, or this evening as a Parish Councillor.

Apologies for absence received from Dr Posner, Mr Searle, Mrs Maybury.

Matters arising and update of outstanding issues

A Library report had been forwarded via Miss Mortimer, who had taken over from Mrs Baker as Parish Council representative.

Regular events continue to be well supported. New opening hours will start in January - with the library closed on Sundays (when attendance has generally been very low) but will be open from Mondays to Saturdays inclusive. There is no change in the total hours. Details on

Page 26 of November Lavenham Life.

Suffolk Libraries Day raised over £350 and thanks again to the Parish Council for its support (again, details in Lavenham Life).

Mr O'Mahony had met with Phil Smith regarding use of the First Meadow for the VW event in 2020. He is going to consult with LCPAS or SALC regarding use of common land.

Mr Sheppard reported that the Friends of Lavenham Airfield have received planning permission for the memorial.

Finance and Strategy

Cheques for payment:

idverde, public toilet works Oct £1,860.00: JPB Landscapes, grounds maintenance/street cleaning Oct (grounds maintenance £1,058.77, street cleaning £1,428.79, trimming Box/Holly in Churchyard £1080.00) £3,567.56: Kinex, phone account Oct £37.25: Payroll £714.46: Cartridge Discount, ink cartridges £69.08: Suffolk Tree Services, fell and remove growth on graves £600.00: Seago & Stopps, payroll services q/e 05/10/19 £93.60: Simpsons (East Anglia) Drain Doctor investigation of Prentice St toilet drains £117.00: Abbey Glass Ltd, replacement windows 2 Lady Street £5,032.52: RBL Poppy Appeal, 2 poppy wreaths £34.00: British Gas, electricity supply to Church Street toilets £16.94: Plantscape Ltd, 2 pavement planters £820.20: Glasdon UK Ltd, 2 replacement dog waste bins £466.08: Reece Safety Products, replacement grit bin for Bears Lane £143.87: Petty Cash £100.00.

Paid by Direct Debit 06/10/19, Total Gas & Power, Prentice St toilets electricity supply £70.34.

Remittance Advice from Babergh District Council, BACS Transfer CIL payment of £12,674.99, and Cleansing Grant, Quarter 2 2019/20 of £2,241.33.

A letter to the Bank requested the transfer of £15,000 between accounts.

Mr Sheppard proposed, Mr Lamont seconded, that the financial transactions are approved. Carried.

Mr John Knight had sent an acknowledgement and thanks for the financial support received by the Lavenham Woodland Project and Lavenham Exhibition Endowment.

Finance update and Precept 2020/21 - Copies of the finance update and bank reconciliation to 30th September had been circulated and were approved, prop. Mrs Norman, sec. Mr O'Mahony. Mr Reeve reminded the members that a meeting of the finance working group will take place on 28th November to consider the precept requirement for 2020/21 and draft a paper for consideration at the December meeting. It was hoped that more information regarding the Tax Base would be available by then.

Staff pay review – it was proposed by Mrs Twitchett, seconded by Miss Mortimer, and agreed, that the Clerk's hourly rate be increased from 1st December 2019 from £10.676 to £11.00 (in line with the increase in NJC salary scale agreed in April 2019).

Annual Review of Burial Fees - following consideration of figures circulated by the Clerk it was proposed by Mr Sheppard, 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 £300, (II) increase to £190. Part 2, Exclusive right of burial, increase to £200. Part 3, Gravestones, tablets & inscriptions, (i) increase to £200, (ii) increase to £170, (iii) increase to £180. Additional inscription, remain at £70. These fees to apply from the date of this meeting.

Planning

Planning Applications Received:

DC/19/04872 & DC/19/04873 91 Church Street, Lavenham

Application for planning permission & Listed Building Consent - Erection of a single storey rear extension and creation of access (following demolition of existing extension and wall). Essentially removing 1930s extension and 1970s window replacements, and replacing with new extension and more appropriate windows. The provision off-street parking is welcomed. Prop. Mr O'Mahony, sec. Mrs Twitchett, recommend approval. Carried.

DC/19/05074 Toll Cottage, Market Place, Lavenham

Planning Application. Change of use from estate agents office A2 Use to part residential C3 Use / part bric-a-brac retail shop A1 Use.

Prop. Mrs Twitchett, sec. Mr O'Mahony, recommend approval. History of various uses. Carried.

DC/19/04972 The Angel, Market Place, Lavenham

Application for works to tree(s) in a conservation area: Proposal T1 (Laurel) Fell and removal of stump.

Prop. Mrs Norman, sec. Mr Panton, recommend approval. Carried.

APPLICATION FOR RESERVED MATTERS - DC/19/03185

Land South Of Howlett Of Lavenham, Melford Road, Lavenham

Proposal: Submission of Reserved Matters details for outline planning permission

DC/17/03100 (Appearance, Scale, Layout and Landscaping) and details for Conditions 5, 6, 9, 10, 13 and 14 for 25 dwellings. Location:, Suffolk CO10 9SG Reason(s) for re-consultation: Please see revised drawings received 17.10.2019

The Parish Council at the 1st August meeting did not approve the detail application in respect of the outline planning approval DC/17/03100 on the grounds of the Social and Affordable Housing being concentrated in one corner of the development rather than the Good Practice of the "Pepper Pot Approach" spreading these dwellings around the site as used elsewhere in the District and supported by the Parish Council and the Lavenham Neighbourhood Plan. Also it was felt that the impact of the adjacent Howletts of Lavenham garage had not been fully evaluated. There was no Environmental Report included in the application.

The current application has not addressed these issues.

Prop. Mr O'Mahony, sec. Mr Lamont, recommend refusal. The Parish Council cannot approve the application until the above matters have been further considered. Carried.

DC/19/04849 - The Hall, Hall Road, Lavenham

Householder Planning Application - Erection of an indoor swimming pool

Prop. Mrs Twitchett, sec. Miss Mortimer, recommend approval. Carried.

DC/19/04445 Lavenham Priory Water Street Lavenham

Planning Application - Erection of 1no. dwelling and detached garage.

Prop. Mr O'Mahony, sec. Mrs Norman, recommend refusal.

The Parish Council did not support the first application on a number of grounds including the "harm" to the setting of the Priory, its location in the land forming the green fringe to the village and the relationship of the Priory to its links to the countryside, its impact on the Listed Buildings (Grade 1 and 2) in Water Street and on the setting of the Priory.

The reduced size of the proposed dwelling and its relocated position are not as intrusive as the original proposal, but it is still considered to be in contravention of:

NPPF "overriding objective is the protection and enhancement of the Historic Environment",

Lavenham Landscape Character Assessment identifying the area as "High Landscape Sensitivity",

Lavenham Neighbourhood Development Plan Policy H1 "...scheme adjacent to the built up area boundary can be clearly demonstrated to be well related to the existing pattern of

development in Lavenham” “that the scale and character of the proposal respects the landscape, landscape features, streetscape/townscape heritage assets and important spaces and historic views into and out of the village”

also Babergh Local Plan Policy CS15 objectives as H1 above.

In view of the above there are no grounds for the Parish Council to change its view on development of a dwelling proposed in the application. Carried, 5 votes for, 2 abstained.

Planning Decisions Received:

DC/19/04141 Gable End, 29 High Street, Lavenham - planning permission granted for fenestration alterations to outbuilding for ancillary use as home office/studio

DC/19/04369 Land To Rear Of No's. 42 To 45 , High Street, Lavenham – planning permission granted in respect of Application under Section 73 of the Town and Country Planning Act relating to DC/19/00816 without compliance of Condition 2 (Approved Plans) to amend Elevations and Floor Plans to Plot 3 & 4

DC/19/03737 Gable End, 29 High Street, Lavenham – Listed Building Consent granted for internal works as detailed in Inspection Report/Schedule of Works – Ref 10749D and 10749T

DC/19/03768 50 High Street, Lavenham – planning permission granted for erection of single storey side extension

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

4 Church Street, Lavenham - Discharge of Conditions for DC/19/00463 - Condition 3 (Heritage - Material Sample)

DISCHARGE OF CONDITION(S), TOWN & COUNTRY PLANNING ACT 1990

DC/19/04789 Land South Of Howlett Of Lavenham, Melford Road, Lavenham – Discharge of Conditions Application for DC/17/03100 - Condition 8 (Surface Water Management Plan)

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

25 Church Street, Lavenham - Discharge of Conditions Application for DC/17/02514 Condition 4 (Materials) and Condition 5 (Archaeology)

DC/19/04039 Land South Of Clay Hill Lane, Lavenham – REFUSAL OF OUTLINE PLANNING PERMISSION (Access to be considered) - Erection of 1no. dwelling following demolition of existing building

APPLICATION WITHDRAWN in respect of DC/19/04220 20 High Street, Lavenham

Application for Listed Building Consent - Removal of oak ledges and render and replacement of lime render to rear elevation

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

NOTICE OF APPEAL Appeal Reference: APP/D3505/D/19/3235987 Appeal Start Date: 21/10/2019

Proposal: Householder Planning Application - Erection of single storey extension.

The Granary, Mill Hill, Bury Road, Lavenham

Operations

Traffic and Road Management – the planters and bench are being installed on Monday 11 November on the pavement at the junction of Church Street and Bridge Street Road.

As mentioned in the County Councillor’s report a meeting is being sought with Andrew Reid and Highways officers. Among the subjects for discussion are the review of the Water Street weight restriction scheme, Highways Self Help Scheme, HGVs continuing to cause damage to property in Water Street. Councillors were asked to add questions to the list.

Gas Works site – a CIL bid for £120,000 has been submitted in time for the current round and a planning application has also been submitted.

There must be an independent evaluation of the environmental report which has been made available to the Parish Council, Birketts are advising on consultancies willing to do this.

Three quotations must also be sought for the work involved in clearing the site and preparing the surface for car parking.

The area should be suitable for up to 24 car parking spaces with two electric charging points.

Sudbury Wardens – the Clerk is now receiving regular reports on visits to the village. Feedback from the police in respect of the Wardens ticketing for pavement parking etc. is still awaited from the Clerk to the Town Council.

Engagement of the services of the Sudbury Wardens would continue until the end of the contract at the end of March 2020.

Housing and Social

CLT - all residents have moved into the houses in Peek Close and Mr Panton had circulated the latest drone photographs of the site. Discussions are ongoing as to in which areas the CLT could be involved in the future.

LED lighting – still ongoing. Little progress has been made since last month.

Good Neighbours Scheme – a party visited the Crown at Hartest for lunch today.

Preparations are well underway for the Christmas Party on 12th December, tickets are now available. A very generous donation of £250 had been pledged from the Lavenham Classics event held on August Bank Holiday. The Co-op Local Community Fund (Manchester Co-op) has handed over a total donation of £1,488.61 from the fund over the last year.

Lavenham Dementia Alliance - the AGM was held three weeks ago when funds were reported to be good. The group had travelled to Assington Farm Shop on 9th October for coffee and cakes and would be joining other groups for the Christmas Party.

Correspondence had been received from:

The Local Government Boundary Commission, notice of ‘A consultation on division boundaries for Suffolk County Council’, consultation closing date has been extended to 2nd January 2020.

BMSDC – Following last month’s information regarding Briefing for Parish and Town Councils: Councillors to consider renaming Babergh District Council’, Councillors are being given more time to consider a proposal to change the name of the Council in order to allow time for further discussions. This means any name change is now unlikely before April 2021. Babergh Councillor Briefing Notes for Town & Parish Councils circulated by email to Councillors.

A resident of Old Station Close, raising concerns about the danger of vehicles parking on the bend in Preston Road between the junction with Bury Road and the entrance to Old Station Close. Support for the introduction of parking restrictions would be sought from other residents of the development.

Joanna Hart, Senior Environmental Protection Officer at Babergh/Mid Suffolk with information regarding the Suffolk Waste Partnership’s work on a project aimed at reducing fly tipping and asking for publicity to be included on any Council or village website or social media

Babergh/Mid Suffolk, promoting the Tree for Life scheme for 2019 where families are offered a free tree to mark the arrival of every new child.

2 Lady Street (Lavenham Hub) – acquisition and operation

A draft report has been produced and the document will be circulated to Councillors to be included in next month’s agenda.

Christmas Fair and Christmas lighting

Matt should be starting to erect some lighting next Sunday.

Matters to be brought to the attention of the Parish Council

Enquiries would be made and if it wasn't too late to arrange the Parish Council would pay for extra copies of Lavenham Life to be printed so that the December free copy could be hand delivered to every household.

All arrangements had been made for the Remembrance Sunday service on the Market Place and the parade up to the Church for the service there.

Mr O'Mahony reported on the presentation on the 'Our Water' project given by Ben Locksmith of Suffolk County Council. 'Our Water' is a project led by the community which aims to collect information about the local ordinary watercourses and the risk of flooding. There would be a further visit by Ben early in the New Year to talk about health and safety whilst collecting data. It is hoped that volunteers would come forward from the community.

On Mrs Baker's resignation Mr Lamont had taken over the role of Parish Council representative on the local Guildhall committee. He reported that visitor numbers are up and the café continues to be successful.

Mr Panton had attended the Community Council AGM where it was reported that there are no longer football or cricket teams playing on the pitches and the income from the rent has now been lost.

At the end of the meeting Mr Arthey reported that the waste collected by all authorities in Suffolk now goes for processing at the materials recycling facility at Blakenham.

The Joint Local Plan responses are all now on the website.

The meeting closed at 9.45 pm.

Date of next meeting: The next meeting will be held on Thursday 5th December 2018.