

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 2nd January 2020 at 7.30 pm.

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

Mrs D Twitchett, Mrs A Norman, Mr T Sheppard, Dr C Posner, Mr I Lamont, Mrs M Morrey.

Mr Reeve welcomed everybody to the first meeting of 2020.

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the December 2019 copy of the County newsletter, Constable's County. 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 November 2019: 1 x Public Order offence, 1 x Criminal Damage & Arson.

Two good outcomes were reported in respect of a car abandoned in Hall Road and another car parked over the kerb and causing an obstruction near the old telephone box in High Street.

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

Dr Posner reported that he was still awaiting a response to his Freedom of Information request in respect of SCC expenditure on Lavenham Walk since 2011.

District Councillor's Report, Mr C Arthey

Mr Arthey had forwarded the latest Babergh Councillors Briefing Notes and these had been circulated to all members of the Parish Council.

The Minutes – Prop. by Mr O'Mahony, sec. by Dr Posner, the minutes of the meeting held on 5th December were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Miss Mortimer, Mr Panton, Mr Lindsay, Mrs Maybury and Mr Arthey.

Matters arising and update of outstanding issues

There were some premises/residents still leaving dustbins outside properties for longer than necessary, Dr Posner to contact Mrs Maybury to see if there is any District Council policy in place to regulate this.

Mr Sheppard had noted that the Babergh site is ambiguous regarding revised Christmas and New Year collections, two differing sets of information on two areas of the website.

Finance and Strategy**Invoices paid between meetings:**

Chair of Trustees, Lavenham CBS, honorarium £250.00: Friends of Lavenham Airfield, donation to LV memorial £250.00: SGC Security Services, traffic management Christmas Fair £4,024.20: Highfield Event Group, marquee hire for Christmas Fair £3,950.41

Cheques for payment:

Kinex, phone account December £37.34: Plantscape Ltd, 2 x Pathway planters £252.00: MLM Group, Environmental Consultancy Services, professional fees re Gas Works site £1,962.00: Broxap Ltd, 2 x replacement litter bins £670.68: idverse Ltd, public toilet works

for December £1,800.00: Payroll £735.07: British Gas, electricity charges at Church Street toilets £16.32: Lavenham Community Council, Village Hall room hire 02/12/2019 £25.00.

Notification received from the Public Works Loan Board of first repayment by Direct Debit of £3,716.58 to be taken on 16th January 2020.

Cheque for £6,645.51 paid by Lavenham Street Fair Committee to cover the costs of traffic management and marquee hire at the Christmas Fair.

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

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

Precept 2020/21

Following a second meeting of the Finance Working Group additional information had been circulated to Councillors with a recommendation for the 2020/2021 Precept. It was proposed by Mrs Norman, seconded by Dr Posner, that, based on a best estimate of running costs for the coming year, the Precept should be £80,000. Carried. This would give the Parish a Band D amount of £88.13 for the year, an increase on last year of just below 5%. The Finance Group were thanked for their work in summarising the financial position and arriving at the recommendation.

Parish Council grants and donations

The Clerk had circulated a list of the grants and donations made over the last five years. Examples of protocols had also been circulated. It was agreed that Dr Posner would produce a draft protocol for Lavenham Parish Council and invite comments from the members of the Parish Council. This would be an agenda item for the February meeting.

Planning

Planning Applications Received:

DC/19/05913 14 High Street, Lavenham

Notification for works to a tree within a Conservation Area – T1 (Lime) – Remove 2 no. lower branches, raise crown by 4 ft. and thin canopy by 20%

DC/19/05888 Cemetery, Bridge Street Road, Lavenham

Notification of Works to Trees protected by a Preservation Order - Raise crown of Scots Pine (T1) by 2-3m and reduce the larger branch of the south side by approx. 2m.

Prop. Dr Posner, sec. Mr O'Mahony, recommend approval of the two applications above.

Carried.

DC/19/05666 2 The Maltings, Barn Street, Lavenham

Application for Listed Building Consent - Alterations to 2 No rear windows

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

APPLICATION FOR PRIOR APPROVAL - OFFICE TO DWELLING

DC/19/05825 First Floor, The Black Barn, Hall Road, Lavenham

Application to Determine if Prior Approval is required for a proposed Change of Use from Offices (Class B1(a)) to Dwellinghouses (Class C3) Forming 4 no two bed apartments. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class O

The Planning Working Group reported: Temporary permitted development rights currently apply in respect of the change of use of premises from a B1(a) office use to C3 residential use. This is subject to Prior Approval being sought in respect of flooding, contamination, highways and transport issues and impact, if noise from Commercial Premises, on the intended occupiers of the development.

We do not have to approve the proposal for change of use as Permitted Development Rights apply. In respect of the areas requiring prior approval, see above, there appear to be no issues of concern.

Prop. Mrs Twitchett, sec. Mrs Norman, recommend approval in respect of those items noted above. Carried.

DC/19/05814 Hawthorns, 3 Mayes Farm, The Common, Lavenham

Application for Works to Tree(s) in a Conservation Area - (T1) Silver Birch – fell, (T2) Silver Birch – fell

Prop. Mrs Norman, sec. Mr O’Mahony, recommend approval. Carried.

Planning Decisions Received:

DC/19/05276 Perseverance House, 47 High Street, Lavenham – permission for Works to Trees in a Conservation Area - T1 (Yew) - Reduce crown by 1.5-2m

DC/19/05296 2 White Gates, Lavenham – permission for Works to Trees in a Conservation Area and Protected by a Tree Preservation Order WS41/A1 – T1 (Oak) - reduction of crown by 2m.

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

Discharge of Conditions application for DC/18/04601 19 Prentice Street, Lavenham -

Conditions 4 (Fenestration), 7 (Agreement of Materials) discharged

DC/19/03185 Land South Of Howlett Of Lavenham, Melford Road, Lavenham – Approval of Reserved Matters details for Outline Planning Permission DC/17/03100 (Appearance, Scale, Layout and Landscaping) and details for Conditions 5, 6, 9, 13 and 14 for 25 dwellings

DC/19/05074 Toll Cottage, Market Place, Lavenham – Refusal of Planning Permission for change of use from Estate Agent’s office A2 Use to part residential C3 Use/part bric-a-brac retail shop A1 Use (Decision Notice to be circulated to all Councillors)

Appeal Ref: APP/D3505/D/19/3235987 The Granary, Bury Road, Lavenham

Appeal made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission, development described as ‘extension to dwelling’

Appeal Dismissed. (Appeal decision notice to be circulated to all Councillors)

DC/19/05009 Windwards, Bury Road, Lavenham - Discharge of Conditions for

DC/19/01955- Condition 9 (Refuse Bins and Collection Areas), Condition 10 (Landscaping Scheme), Condition 12 (Biodiversity Enhancement Strategy)

DC/19/05501 Old Grammar School, 11 Barn Street, Lavenham - Works to Trees in a Conservation Area - T1 (Oriental Plane) – Pollard

DC/19/05251 Pippins, Bridge Street Road, Lavenham – refusal of consent to Works to Trees protected by Preservation Order WS124/G1- T1 (Maple) - Fell

DC/19/05238 Land South Of Howlett Of Lavenham, Melford Road, Lavenham - Discharge of Conditions for DC/17/03100 - Condition 24 (Construction Management)

DC/19/04208 & DC/19/04209 The Cider House, 2 Hall Road, Lavenham – planning permission and listed building consent for erection of first floor rear/part side and single storey rear/side extension (following demolition of existing garage) and associated internal and external alterations.

DC/19/05381 Box Cottage, 21 Prentice Street, Lavenham – Listed Building Consent granted for

Replacement of 4 No rear windows and conservatory (following partial demolition of conservatory),.

Operations

Gas Works site – the Planning Application for change of use has been submitted but the response from Archaeology has had an impact on the timeframe and the Planning Department has asked if the Parish Council would agree to a 21 day extension. This was agreed. It is

intended that disturbance of the surface will be avoided and an Archaeological Condition would not be sought. It was thought that a meeting of all parties would be beneficial.

Civil Enforcement – there seems to be some confusion as to when this will be coming into force, Babergh have said the end of January 2020, the Police the beginning of April. Cassandra Clements would be contacted for clarification of the timeframe. There was also still some confusion as to which matters would be dealt with by Civil Enforcement, pavement parking may come under a different heading.

Traffic and Road Management – a date for the meeting with SCC Members and Officers is still awaited.

LED Street Lighting – Mr Lamont is still pursuing progress of the lighting works and is also checking Phase 1, 2 and 3 completed works against the invoices which have been provided. There are several anomalies. The Parish Council has still not received any indication as to when the full works will finally be completed and is of the view that nothing can be paid until the full works are completed.

Advice from Babergh Officers in respect of the initiatives list is also awaited.

Housing and Social

CLT - nothing further to report at present

Good Neighbours Scheme & Dementia Alliance– the Christmas Party on Thursday 12th December had again been a great success and it was good to see the school pupils and pre-school children joining in.

There is no GNS meeting in January.

Suffolk C C and Babergh D C project lists – Mr Reeve will re-draft and update the input from the County Council.

Correspondence had been received from:

Bev Woolner, asking if 15 car spaces could be reserved on the Market Place on Thursday 10th September 2020 for cars taking part in the Steam Car Tour of Suffolk. They are passing through Lavenham and would like to park up for a while to look around the village and take the opportunity to have refreshments. They would be in the village from mid-morning to lunchtime. There would be no problems with this, notification would be posted on the Market Place a day in advance and spaces coned off.

The residents of Echo House with their proposal to extend the close board fence along the northern and north eastern boundaries of their property, this will require the removal of two small trees (essentially now Ivy) that straddle the boundary. There were no objections to this but it was suggested that two trees should be planted elsewhere on site as replacements.

Emails from one resident and one visitor concerned about the parking situation over the period of the Christmas Fair, had been forwarded for the Committee to respond to

A Christmas card had been received from Andrew Searle wishing all his friends and colleagues a Merry Christmas and Happy New Year,

Lee Morris, Chair of the CBS Trustees, had also sent a card thanking the Parish Council for the honorarium which had been forwarded to her. She wished all the members of the Parish Council a healthy and happy 2020.

2 Lady Street

Nothing further to report at this time.

Notice Board protocol and Fly-posting

The Parish Council's notice board protocol had been circulated. Much thought had

originally been put into drafting this document it might be that further publicity for this was required to ensure that everybody complied with it. The Clerk was in favour of keeping everything as simple as possible.

This protocol and possible rules for preventing fly-posting would be discussed further at the next meeting. Mr O'Mahony agreed to forward a link covering fly-posting to Dr Posner.

Christmas Fair and Christmas lighting

Mrs Norman reported that the installation of the lighting had gone well. New lights had been purchased for the Guildhall with the old lights going into the street stock. All should be removed on 6th January.

Due to the wet weather there had been some damage to the surface of First Meadow. An estimate for remedial works has been sought from JPB Landscapes. It was not known at this stage whether any contribution to the cost could be made by the Christmas Fair committee.

Matters to be brought to the attention of the Parish Council

Mr Lamont commented on the untidy state of the red phone box in Church Street and wondered if the Parish Council could adopt this. Clerk had tried in the past to complete the form on the website but at the time it was temporarily not accepting applications. Attempts will be made again to register an interest.

Dr Posner said that all Councillors would receive a copy of the new village walks pamphlet. No 2 Lady Street will be provided with a supply. An email from Kevin Verlander has confirmed that the Lavenham Walk is a public footpath.

Mr Reeve had received some messages/emails regarding fireworks on New Years Eve. Any complaints were a matter for the Environmental Department at Babergh District Council.

It was noted that a site visit has been requested in respect of the planning application for a new dwelling at the Priory.

The meeting closed at 9.10 pm.

Date of next meeting: The next meeting will be held on Thursday 6th February 2020.