

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 5<sup>th</sup> April 2018 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mr T Sheppard, Mr B Panton, Mr J O'Mahony, Mr A Searle, Dr C Posner.  
Mr Robert Lindsay, Suffolk County Councillor. Mr W Shropshire, Babergh District  
Councillor.

1 member of the public.

**Public Forum**

Mr Robert Burchi outlined to the Councillors his understanding of the history of the Cemetery Chapel restoration project towards which he is making a contribution in memory of his late partner, Terry Adnams.

**Police Matters** – Sudbury SNT March Newsletter available at [www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury).

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. The latest figures for reports in January 2018 are as follows: Burglary x 4; Criminal Damage/Arson x 1; Possession Weapon x 1; Violence & sexual offences x 2; Theft Other x 1. For February 2018: Burglary x 1; Public Order x 1; Anti-Social Behaviour x1; Violence & Sexual Offence x1.

A letter, jointly from Suffolk Police & Crime Commissioner and Chief Constable, has drawn attention to changes to the policing model in order to meet the changing nature of demand and the ongoing process to ensure that they remain financially secure and able to meet demand.

**County Councillor's Report** (*circulated to the members, report follows these minutes*)

Mr O'Mahony thanked Mr Lindsay for his ongoing support in respect of the traffic management measures.

**District Councillor's Report, Mr W Shropshire** (*circulated to the members, report follows these minutes*).

It was noted that the initial draft of the Boundary Commission review has collated Lavenham with Waldingfield, Cockfield and Chilton to form a large 2 member Ward.

Mr O'Mahony remarked that Babergh and Mid Suffolk have been given a Silver Award for Working Together.

**The Minutes** – Prop. by Dr Posner, sec. by Mr O'Mahony, the minutes of the meeting held on Thursday 1<sup>st</sup> March were approved. Carried

**Declarations of Interest** – Dr Posner declared an interest in respect of agenda item 13, Lavenham School: After School Club.

**Apologies for absence** received from Mrs Twitchett and Ms Smith.

**Matters arising and update of outstanding issues**

A copy of the Babergh public realm map of Lavenham will be sent to Mr Lindsay for him to forward to Suffolk County Council so that they can identify and mark their areas of ownership/responsibility.

Mr Reeve is constantly reminding Suffolk County Council of the need for movement on the Lavenham Walk agreement. The County Council is responsible for the Right of Way and the Parish Council and Woodland Group have improved some areas of the adjacent areas. It is understood that Anglian Water will compensate for vehicle damage caused by their recent repair works.

## **Finance and Strategy**

### **Cheques for payment:**

Cheques signed and paid between meetings (as agreed 1<sup>st</sup> March): 06/03/18 Babergh District Council, dog and litter bin emptying service 2017/18 £804.42: Suffolk County Council, street lighting annual energy & maintenance £7,294.36.

At this meeting: Idverde, public toilet works Feb/March, leaf clearance £2,410.73: The CGM Group, grounds maintenance March £874.00: Kinex, phone account March £23.01: DB Security, opening damaged cash boxes in car parks £72.00: Sudbury Town Council, half year Community Warden services £900.00: British Gas, electricity to Church St toilets £32.84: Safe Options, two replacement cash boxes £390.00: Ryman, paper/printer inks/stationery £88.93: Payroll £1,270.90: Councillor's reimbursement of ink costs for HNS labels £45.00: Solarworks Ltd, deposit for Chapel solar £500.00.

Paid by Direct Debit to BT for Broadband service to old phone box for March £61.58 (includes £8.50 delivery charge).

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

Remittance Advice from Babergh D C, the first half of the Precept (£35,000) will be paid by BACS transfer within the next 5 days. HMRC have repaid two VAT claims of £3,768.20 and £3,446.83. Cycle Club Sudbury has made a donation of £100 in acknowledgement of the late opening of the public toilets in Church Street for their Thursday evening time trials.

Letter of thanks received for £1,000 donation towards start-up costs, from Lavenham Dementia Alliance

Notice in respect of Business Rates Demand for 2018/19, Small Business Relief applied, no payment is required in respect of the current year.

The Solarworks invoice was added to the list circulated to the Councillors, it was proposed by Mr Reeve, seconded by Mrs Baker, that the transactions are approved. Carried.

## **Planning**

### **Planning Applications Received:**

DC/18/00909 Cedar House, (Hall Road) Lavenham, Sudbury, Suffolk CO10 9QU

Application for Listed Building Consent. Repair existing historic boundary wall. Installation of new gates

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

DC/18/00948 & DC/18/00949 At Number Ten , 10 Lady Street, Lavenham, CO10 9RA

Planning Application & Application for Listed Building Consent. Installation of kitchen and outbuilding air conditioning units, close-boarded fencing, satellite dish, slate roof to bins area & internal floor alterations.

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

### **Planning Decisions Received:**

DC/18/00158 Gable End, 29 High Street, Lavenham – permission granted for change of use from mixed use shop and dwelling to 1No dwelling only

DC/18/00501 Linden, Bears Lane, Lavenham - Consent refused to carry out the works to trees protected under Tree Preservation Order WS41/T124 - (T1) Horse Chestnut - Fell

DC/18/00785 Brett Farm, Clay Hill Lane, Lavenham – no objection to Works to Trees in a Conservation Area, carry out 4m lateral crown reduction and pruning to 11 no. Willow trees

DC/17/04024 Land Adjacent To Bear's Lane, Lavenham – planning permission for erection of 24 dwellings with associated parking, landscaping and open space

DC/17/04680 & DC/17/04681 The Old Rectory, Church Street, Lavenham – planning permission & listed building consent for erection of a single storey rear extension and associated alterations.

Mr Gibson reported that there will be a meeting with Babergh planning officers on 26<sup>th</sup> April, followed by a walk around the village.

### **Operations**

Sudbury Warden Services – it was provisionally agreed to request additional hours and a draft Service Level Agreement is awaited. There would be improved liaison, with Wardens contacting the Clerk to discuss matters of concern prior to their attending in the village, and reporting back what had been done, following visits.

Suggestions were invited as to what additional cleaning of the streets and pavements and maintenance of street furniture is required and how this might be achieved.

Mr O'Mahony was asked to consider proposals to put to SCC in respect of using planters etc in order to control parking.

Gas works site – there has been a degree of progress in that agents for BNP Paribas have responded positively in inviting a bid. Solicitors will be contacted for advice as to what questions we should be asking. Mr O'Mahony to contact Environmental Health with a query as to how any contamination might have to be dealt with. Investigations are ongoing.

Public Toilets – awaiting a response from Babergh. It is proposed to conduct a survey into the usage of the facilities.

Tree work surveys – Mr Gibson has walked around the Cemetery, First Meadow and Recreation Ground with Andy Gentle carrying out the annual tree survey. This shows very little work is required. The survey for the Recreation Ground has been forwarded to the Chairman of the Community Council for discussion. A willow will have to be removed from the First Meadow and thought to be given to an Autumn planting programme, especially in the Cemetery.

Cemetery Chapel refurbishment - work is progressing well, the dividing wall is in and the roof cleared of moss. A weakness had been identified in the overhanging tiles to the front and back of the roof and both ends will have to be rebuilt. There is quite extensive damp, partly caused it is thought by leaf fall above the DPC. An interim valuation is due one month after work commences.

The wording of the memorial board and plaque were agreed. Internal memorial board, commissioned by the Parish Council, headed by the coat of arms and worded: This Chapel was built in 1893 and refurbished by Lavenham Parish Council in 2018 to mark the centenary of the end of The Great War. Contributions were gratefully received from County Councillor Robert Lindsay, a Legacy from a Parishioner, Mr Bob Burchi in memory of his partner, Mr Terry Adnams. External plaque, to be supplied by Mr Burchi: Restored 2018. In memory of Terry Adnams and all who rest here.

### **Housing and Social**

CLT - following the cutting of the first turf the weather has been very wet and work has been halted temporarily. The competition to commission a public work of art has launched.

Good Neighbours Scheme (report on this and the dementia group forwarded by Mrs Twitchett and read in her absence)

The GNS committee met this week and have made plans for the monthly Teas and Talks at Tenter Piece for the coming year, up to the Christmas Party.

A very enjoyable outing took place today, with a visit to Ickworth House. It is very encouraging to see how much pleasure these trips give to the people who come along. We hope

that working alongside the Dementia Group there will be an added extension to what is provided for the village.

#### Lavenham Dementia Alliance

The LDA met today, making plans to take this group forward. Another meeting with Sue Calver is planned as her advice and knowledge will steer us in the direction in which we aim to go, to involve local businesses and the community.

Officers of the Committee:

Chairperson - Caroline Eves; Treasurer - Marian Searle; Secretary - Doreen Twitchett;

LED street lighting – little further to report except that the two new lights in Church Street are now working.

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

Lloyd Jones, Communication and Customer Services Manager, SCC Highways, thanking the Council for taking part in the recent Community Self Help survey. The results are being analysed and feedback will be forthcoming in due course.

Friends of Lavenham Airfield, asking for use of parts of the Market Place for the Vintage Weekend vehicle display on 19<sup>th</sup> & 20<sup>th</sup> May.

Babergh Admin & Technical Support asking for a suggestion for a name for the new development at the old Highways Depot in Melford Road. Peek Close was the favoured name, Mr Reeve to check whether this has been approved by the CLT.

James Cartlidge MP, inviting a representative of the Council to a meeting regarding housing development in South Suffolk, Hadleigh Town Hall, Friday 20<sup>th</sup> April 2018.

Local Government Boundary Commission, Electoral Review of Babergh, new draft recommendations

SCC, details of the Suffolk Walking Festival 2018, 12 May to 3 June. Online guide [www.suffolkwalkingfestival.co.uk](http://www.suffolkwalkingfestival.co.uk)

#### **Lavenham School: After School Club**

Dr C M Posner of the University College Institute of Education took no part in deciding this matter and is no way associated with the decision.

A request had been received for financial support, for a trial period of a term, for an after school club extending the present hours of 3.30 to 4.30 pm, to 3.30 to 5.30 pm. every day. It was proposed by Mr Searle, seconded by Mr O'Mahony that the Parish Council should make a one-off donation of £1,500 for the trial period. Carried.

#### **Flyposting and notice board use**

The final document listing rules for posting on the notice boards is being produced, also a label for display on each board identifying the Parish Council as owner. Rules for posting on the boards will be given publicity in Lavenham Life and the Village Edition.

A response from Babergh District Council regarding flyposting is awaited.

#### **WWI and WWII commemorative events**

Mr O'Mahony reported that Mick Petty (Chairman of the Community Council) is Chairman of the WWI commemoration events group. Arrangements are progressing and monthly updates are appearing in Lavenham Life.

Mr Sheppard had circulated the programme of the Friends of Lavenham Airfield WWII events by email.

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

Content for the Parish Council Spring Newsletter is still being sought.

Councillors were invited to attend the launch of Lavenham's first 'No Cold Calling Zone' at Green Willows on 9<sup>th</sup> May.

The meeting closed at 9.50 pm.

Date of next meeting: The next meeting, the Annual Parish Council Meeting, is on Thursday 3<sup>rd</sup> May 2018.