

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 2nd March 2017 at 7.30 pm.

Present Mr C Reeve, Chairman.

Mr P Gibson, Mrs J Baker, Mr T Sheppard, Mrs G Banks, Mr B Panton, Mr A Searle,
Mr J O'Mahony, Ms E Paris

Public Forum – no members of the public present

Resignation

Mr Whitworth has tendered his resignation. The members were sad to hear of this and it was agreed that a letter should be sent expressing appreciation for the many hours Mr Whitworth has dedicated to the community over two separate periods of membership of the Council, including twice in the role of Chairman.

Notice of Casual Vacancy will be posted. Should there be no call for election the Council will be free to co-opt an eleventh member to the Council.

Police Matters – December 2016 – 600 incidents received, 303 investigations recorded.

Summary: Burglary Dwelling 7; Robbery 1; Violence with injury 27; Serious Sexual Offences 5; Drug Trafficking 0; Anti Social Behaviour 32.

The seven dwelling burglaries included offences which took place in Sudbury, Milden, Brettenham, Great Waldingfield and Lavenham, and took place on several different days in December. This does show a slight reduction in the number of burglary offences and reflects the progressive work the police are carrying out. However, the police acknowledge there is no room for complacency and it is imperative that efforts with engagement and community liaison are maintained to ensure there is a continued positive effect on crime levels. Any suspicious activity should be reported so that the police can consider attendance.

Mr Searle said that he had been told that the two men responsible for the burglary in Lavenham had been apprehended in Kent and charged with this and many other similar offences.

County Councillor's Report – Mrs J Antill – emailed report circulated to Councillors (*report follows these minutes*)

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

The Minutes – Proposed by Mr Gibson, seconded by Mr Sheppard, the minutes of the meeting held on Thursday 2nd February 2017 were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Mrs Twitchett

Matters arising and update of outstanding issues

Pond ownership (corner Bury Road/Preston Road) - Mr Shropshire had confirmed 50/50 ownership between Babergh and the developer, all this area is due to come into the ownership of the Council when adoption is completed. Their contactor has completed a safety inspection and concludes that the pond does not present a risk as long as appropriate signage is maintained.

The Halt – again confirmed by Mr Shropshire, the play site is ready to open and just needs a contractor’s final assessment, which is to be arranged very soon.

Litter bins – all installation and replacement work completed. The unsightly state of the cover of the litter bin and surrounding pavement adjacent to the bus shelter, which is thickly covered in bird droppings, was raised. Contact to be made with the owners of the Yew trees overhanging that area to see if they can be trimmed.

A summary of the Christmas lighting costs showed outgoings of £1600.40, donations collected from the boxes totalled £393.63, balance paid from the budget allocation was £1206.77. Thanks were expressed to all the traders who had allowed Light up Lavenham collection boxes to be left on their premises. The Street Fair Committee had made a generous donation of £1,000 towards the costs of reinforcing the grass for parking on the First Meadow and had also made a donation of £1,293.47 to cover the costs of the traffic management work carried out by the Sudbury Community Wardens.

Mr Searle had been unable to contact the residents of Trinity Gild thought to be owners of the leylandii trees, further enquiries to be made.

Mr Reeve had updated the Operations status of activities, with a redistribution of areas of responsibility to take account of Mr Whitworth’s resignation.

Finance and Strategy

Invoices received, cheques for payment

Kinex, phone a/c February £24.36: Idverde Limited, toilet works January £1,140.55: The CGM Group, grounds maintenance for February £874.00: RGI Surveys, completed survey works at Village Hall annexe £1,380.00: British Gas, public toilet electricity (Church St. £53.84, Prentice St. £52.99) £106.83: Lavenham Community Council, Village Hall room hire £176.00: Playquip Leisure, play equipment inspection £321.30: J I Turner Electrical, final invoice following removal of Christmas lighting £300.00: Suffolk County Council, street lighting costs 01/04/16 to 31/03/17 £7,709.23: Suffolk Tree Services, works to trees and hedges at Recreation Ground £4,920.00: Payroll £712.40: HMRC, PAYE q/e 05/04/17 £501.60: The Lavenham Press, printing outdoor gym questionnaire £50.40: Babergh District Council, litter & dog bin emptying service 2016 £767.36: Deltaprint, printing Spring News-letters £169.00: Anglian Water Services, public toilet water charges (Church St. £396.89, Prentice St. £123.42) £520.31: Petty Cash £50.00: Creative Joy, Lavenham pre school brand identity 50% commencement fee £214.00.

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

A letter to the Bank requested the transfer of £15,000.00 between accounts.

It was agreed that Mr Panton should be added to the bank mandate.

Approval of the above transactions proposed by Mrs Baker, seconded by Mr Searle. Carried.

LED street lighting

Mr Reeve is meeting the new manager in charge of the project tomorrow morning and hopes to get clarification of what is happening. An application will be made to Babergh in respect of replacement lanterns on listed buildings. As the application involved completing forms and provision of photographs Mr Reeve suggested that professional help be sought and an architect instructed to complete and submit the application. Proposed by Mr Searle, seconded by Mr Sheppard, and agreed.

Planning

Planning Applications:

B17/00113 Application Type: ROC Lavenham Community Hall, Church Street, Lavenham Application under Section 73 of the Town and Country Planning Act (1990) - Erection of single storey side extension to provide pre-school nursery and extension of car park without compliance with condition 2 (approved plans) attached to B/15/00696/FUL to enable minor repositioning of fenestration following internal layout changes, reposition of extension closer to existing hall and minor car park layout change to reduce amount of (take into account) level changes

Due to time constraints the following observation had been forwarded to the District Council: This is a relatively straightforward case of small changes to the internal layout and moving the building closer to the hall all of which are reasonable in context with the proposed usage of the new extension.

Recommend approval.

B/17/00136 FHA 3 Artesian Close, Lavenham

Erection of link and single-storey rear extension

Prop. Mr Panton, sec. Mr Searle, recommend approval, but query whether consideration had been given to a flat roof being more appropriate in this particular location. Carried.

B/16/01639 FHA 36 Spring Street, Lavenham

Replace conservatory roof and insertion of 2 no. roof lights

Prop. Ms Paris, sec. Mr O'Mahony, recommend approval, although the Parish Councillors were concerned at the poor quality of the information provided in the application. Carried.

B/17/00217 TCA The Guildhall of Corpus Christi, Market Place, Lavenham

Overall crown reduction, reducing branches in length by approximately 1-1.5 metres to 1 no. Hazel tree

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

Planning Decisions Received:

B/16/01463/FUL Stone Farm, Brent Eleigh Road, Lavenham – permission for erection of single storey and first floor extensions to facilitate conversion of existing dwelling to 2 no. holiday lets.

B/16/01559/FUL former Highways Depot, Melford Road, Lavenham – permission for erection of 18 no. dwellings (including associated works).

Operations

Traffic and Road Management – the notes from the most recent meeting with John Simpson had been circulated. Works will be divided into three tranches: the Water Street scheme, consolidation of traffic management legislation and minor works. SCC are working on the first two schemes, however they no longer have a budget for minor works. It was agreed that if the Parish Council can fund works from within its own budget, or through the County Councillor's funding stream, then SCC will work with us to issue guidance and licences for the erection of bollards and/or the placement of planters. A scheme for specific locations will be worked on, with a sample of one location hopefully ready for the next meeting.

Emergency Plan – Mr Panton had attended the AGM on 7th February and found it interesting and informative.

He was finding it difficult getting people to register as vulnerable in an emergency, although this was not unique to the Lavenham scheme. Ways of encouraging people to register were sought. In addition holiday lets and holiday homes could fall outside the plan.

Recent experience of storm Doris had raised again the problem of electricity outages, two of the phases had been out, one for the whole day and another for about 2 hours. This

could be the catalyst for people to reconsider their vulnerability. It was suggested that a follow-up article goes into Lavenham Life and questions added to the next Housing Survey.

Housing and Social

CLT – grant funding has come through and a start must be made on site before the end of March. The Planning Officer has been very helpful. A surface water problem raised in the planning conditions can be met at a future date.

Good Neighbours Scheme – the Scheme has been put into the Waitrose token scheme for the month of March. Today there has been a Tea in Tenter Piece common room to celebrate four years of the Good Neighbour Scheme and one year of the Afternoon Teas for Lavenham residents. The Scheme progresses well as we enter our fifth year. Congratulations were sent to Mrs Twitchett on the work she has achieved.

Correspondence had been received from:

Notice of road closure at U8154 Market Lane, Lavenham – side of no. 89 High Street, for scaffolding to enable repair of roof, date of closure 20th March to 7th April.

Rural Coffee Caravan, an invitation to join them for their annual review on Wednesday 29th March at 12 noon, in Norton Village Hall. Food available whilst they review 2016 and reveal plans for 2017, followed by a brief AGM. There will be an opportunity for networking over tea and coffee, the proceedings are expected to be finished by 2.00 pm.

SALC, next area meeting at Babergh offices, Monday 6th March, 7-9 pm.

Leighann Green, Lavenham Pre-School Committee Chairman asking if the Parish Council would allow use of the First Meadow for a car boot sale running alongside the Great Lavenham Garage Sale on 1st July. This was intended to attract residents who lived outside the centre of the village to take a pitch as visitors tended not to go to the further locations. The Parish Council agreed to allow this use but a protocol will be drafted with guidelines for how the event must be managed.

Proposals for new Housing Needs Survey

Babergh had responded to the draft specification which had been forwarded to them. They felt two issues should be addressed, there should be more emphasis on older residents and it was suggested that the hinterland villages should be included. There is no answer yet as to whether Babergh will help with funding. It was thought that including the hinterland villages in the survey would be very expensive, although each could be encouraged to conduct their own surveys into their specific needs.

Other Matters brought to the attention of the Parish Council

Mrs Banks is organising voluntary litter picks in the village, potential dates are Monday 27th March, Sunday 9th April and Wednesday 26th April. More details will be put in Lavenham Life and posters displayed around the village.

Mr Gibson said that as Mr Whitworth has resigned as Parish Council representative on the Wool Towns initiative he would take on that role leaving the Lavenham Forum to replace him as their representative.

Mr Panton reminded everybody that the Parish Council website could publicise any event coming up in the village.

It was agreed that an information sign was needed on the First Meadow, Clerk to progress this.

Traffic meetings held in the Village Hall had been able to use the internet connection

which made the display of information much easier. Mr Panton suggested that it might be an advantage to use a room in the Village Hall for other meetings where this could assist with the display of documents and plans.

Ms Paris has already received some responses to the Outdoor Gym questionnaire and is hopeful of more, this item to be included on April's agenda.

Builders will be on site at the Pre School annexe to the Village Hall within the next two weeks. A video is being made of the progress of the works and a copy will be made available for the Parish Council. A 'turning of the first sod' ceremony is planned, though no date as yet decided. This will be followed by a tea party which parents and children will be invited to attend.

A visiting Salvation Army Band will be performing on the Market Place on Sunday 11th June between 3 and 4 pm.

Date of next meeting: Thursday 6th April 2017

The meeting closed at 9.30 pm.

Date of Annual Parish Meeting: Thursday 13th April 2017, in the Guildhall at 7.30 pm.

Lavenham Parish Council website: lavenham.onesuffolk.net