

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 6th September 2018 at 7.30 pm.

Present Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman
Mrs J Baker, Mrs D Twitchett, Ms N Smith, Mrs L Harrison, Mr T Sheppard, Mr B Panton,
Mr J O'Mahony, Mr A Searle.
Mr R Lindsay, Suffolk County Councillor.
4 members of the public.

Public Forum

Dinah James, Blue Badge Guide, explained that in view of the TIC closure Winter Walks would be starting from the Swan Hotel and in order to support these new plans she asked if the Parish Council would consider donating towards the costs of £70 for a run of 30 posters and 500 flyers. The team of Guides is keen to carry on working in Lavenham and she said that support for advertising next year's Summer Walks would be sought from local businesses.

Chris Robinson, as the new owner of the Second Meadow Stables livery yard, explained the background to his planning application, DC/18/03450, for change of use of land to commercial livery and erection of buildings and structures (Retention of)

Richard Aspa spoke regarding the lighting application for the LED lighting in the Market Place and expanded on the three reports submitted by the Babergh Heritage and Design Officer, Historic England and Suffolk Preservation Society as responses to the application. These reports had been forwarded to all Councillors prior to the meeting.

Police Matters – Sudbury SNT August Newsletter available at www.suffolk.police.uk/your-area/Sudbury. The summary of crimes reported within the parish of Lavenham is listed on www.police.uk, search by postcode on Find your Neighbourhood. The latest recorded crimes for June 2018 are: Public Order x 2; Criminal Damage/Arson x 1; Burglary x 1.

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

A new start date for works in Water Street had been given as 3rd December. Mr Lindsay has already pointed out to Highways that the Christmas Fair is to be held on 7th, 8th and 9th and it would not be acceptable for the work to over-run.

Suffolk County Council is denying ownership of Mud Lane.

Nicola Beech has been appointed to the post of Chief Executive of the County Council.

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

In Mr Shropshire's absence his report had been circulated to all Councillors and was taken as read.

The Minutes – Prop. by Ms Smith, sec. by Mr O'Mahony, the minutes of the meeting held on 2nd August were approved. Carried. Mr Sheppard had pointed out that he was recorded as attending when he had in fact sent apologies.

Declarations of Interest – Ms Smith said that she would not take part in any vote on planning application DC/18/03878 as she considered she had a personal connection.

Apologies for absence received from Mr Shropshire, Babergh District Councillor.

Matters arising and update of outstanding issues

Mr Reeve reported that Dr Posner has tendered his resignation from the Council from today. A Notice of Casual Vacancy will be posted.

Mrs Baker reminded the meeting of the Quiz Night being held in support of the Library on 27th September, 7 pm. in the School and the Children's Book Festival on Saturday and Sunday, 20th and 21st October.

Finance and Strategy

Invoices received/cheques for signature

Lavenham Dementia Alliance, replacement for cheque 102948 £1,000.00: idverde, public toilet works July & August £2,281.10: The CGM Group, grounds maintenance August £874.00: The CGM Group, Box trimming in Churchyard £1,170.20: Kinex, phone account August £22.65: Lavenham Community Council, Village Hall meeting room hire x 2 £75.00: Cartridge Discount, ink cartridges £55.43: Payroll (incl qe PAYE to HMRC) £1,751.70: Sudbury Town Council, Warden services 01/04 to 31/07 £1,044.96: Sudbury Town Council, supply/install 3 x dog bag dispensers & bags £514.18: Local Council Public Advisory Service, course fees 08/08, 10/08 & 16/08 £200.00 : Karzees Ltd, temporary toilet First Meadow 01/08 to 31/08 £138.00: ESE Direct Ltd, shelving for Chapel storage £759.26: S J Hurrell, plumbing repairs to toilet hand dryers £493.55: Lavenham Pre-school, 50% subvention payment 2018/19 £2,000.00: Anglian Water Business, water charges for Church Street toilets £403.98, Prentice Street toilets £76.73, Cemetery £14.02: British Gas, electricity supply Church St toilets 18.07: NFU Mutual, annual insurance premium £1,140.67.

Paid by Direct Debit: 30/08/2018 to BT for Broadband service to old phone box for August £80.40 (refund of £23.40 due on September's invoice due to double charge for July phone services).

Note October 1st increase in charges of £2.50 per month. In view of the increase in charges and doubts regarding the efficiency of the wi fi signal it was agreed to cancel the BT contract (no penalty charges) and consider an alternative use for the phone box at a later date.

A letter to the Bank requested the transfer of £10,000 between accounts.

Proposed by Mrs Baker, seconded by Mr Sheppard, that the transactions are approved. Carried. Remittance Advice from Babergh District Council for payment no. 2 of Precept £35,000.00 and Cleansing Grant £2,143.05.

Cemetery Tree Works quotation

Proposed by Mrs Baker, seconded by Mrs Harrison, that the Parish Council accepts both quotations from Suffolk Tree Services dated 16th August 2018, for additional tree planting at £3,000 and stump grinding at £300 (both ex VAT). Carried.

Lavenham Guided Walks request for funding

Proposed by Mrs Twitchett, seconded by Mr Searle, that the Parish Council makes a donation of £70.00 towards publicity for the Winter Walks. Carried.

Planning**Planning Applications Received:**

DC/18/03415 - 92 Church Street, Lavenham, CO10 9QT

Householder Application - Replacement of existing white timber panelled gate with black automated iron railing gates.

Prop. Ms Smith sec. Mrs Twitchett, recommend approval. Carried.

DC/18/03659 - 5 Prospect View, The Common, Lavenham, CO10 9RJ

Householder Planning Application - Erection of a care annex/guest accommodation ancillary to

the host dwelling following demolition of existing summer house/office

Prop. Mr O'Mahony, sec. Mr Sheppard, recommend approval subject to the condition that the annex remains within the curtilage of 5 Prospect View and is not sold separately from the host dwelling. Carried.

DC/18/03404 16 Bolton Street, Lavenham CO10 9RG

Application for Listed Building Consent - Remove and raise ceiling in bedroom 2

Prop. Ms Smith, sec. Mrs Baker, recommend approval. Carried.

DC/18/03705 3 Priory Farm Court, Water Street, Lavenham CO10 9RW

Works to Trees in a Conservation Area Notification - T1 small multi-stemmed conifer - fell to ground level due to continued collapse

Prop. Ms Smith, sec. Mrs Baker, recommend approval. Carried.

DC/18/03878 The Red House, 29 Bolton Street, Lavenham, CO10 9RG

Notification of works to Trees in a Conservation Area- To remove 1 No. lowest branch 1 No. Oak (T1). To re-coppice to 3 foot. 1No. Hazel Stool (T2) To reduce 1No. Birch Tree (T3) To reduce the crown by 1.5 meter 1No. Plum Tree (T4)

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

(Ms Smith chose not to participate in the vote as she perceived a personal connection with the applicant)

DC/18/03450 - Second Meadow Stables, Brent Eleigh Road, Lavenham, CO10 9PE

Planning Application. Change of use of land to commercial livery and erection of buildings and structures. (Retention of)

Prop. Mr Searle, sec. Mr O'Mahony, recommend approval (with reluctance, given the history of the site), but any further material expansion, including new buildings, would require a separate planning application. Mobile home occupancy should remain on an occasional basis for ad hoc/emergency use as horse health requires.

It is noted that improved sightlines will be needed at the entrance. Carried.

DC/18/03959 19A Bolton Street, Lavenham

Householder Planning Application- Erection of front canopied extension over main entrance door.

Prop. Ms Smith, sec. Mr Searle, recommend approval. Carried.

DC/18/03615 APPLICATION FOR RESERVED MATTERS -

Land North West And South West Of, Norman Way, Lavenham

Submission of Details under Outline Planning Permission B/16/00437- Appearance, Landscaping, Layout and Scale for the erection of up to 25 residential dwellings.

Prop. Ms Smith, sec. Mr Sheppard, recommend approval, subject to the following:

The allotments must be made available for use before the development is completed and signed off, and no vehicular access to the allotments across Lavenham Walk.

Native species only to be used in the proposed planting schedule. Carried.

Planning Decisions Received:

DC/18/02739 & DC/18/02744 37 Water Street, Lavenham - refusal of Planning Permission and Listed Building Consent, insertion of window to first-floor west elevation.

DC/18/02133 32 Water Street, Lavenham – Listed Building Consent for internal alterations and fenestration changes to rear extension.

DC/18/02827 6 Bolton Street, Lavenham – Planning Permission for erection of rear first floor extension

DC/18/03168 2 High Street, Lavenham – Listed Building Consent for internal alterations to provide new level concrete floor

DC/18/03624 The Great House Hotel, Market Place, Lavenham - Discharge of Conditions Application for B/15/00860- Condition 3 (Archaeological Works)

LPA Decision: Details as specified within the Written Scheme of Investigation received on 10th August 2018 have been considered by SCC Senior Archaeological Officer and are acceptable. This condition has been satisfied subject to implementation in accordance with the wording of the above condition.

Notification letter relating to planning appeal - The Granary, Mill Hill, Bury Road, Lavenham TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78 Appeal Reference: APP/D3505/D/18/3206782

Appeal by: Trevor Smith; Proposal: Householder Planning Application - Erection of single storey extension Location: The Granary, Mill Hill, Bury Road, Lavenham Sudbury Suffolk Appeal Start Date: 20/08/2018

Operations

Mr O'Mahony had circulated the updated Operations group report and it was taken as read.

Traffic and Road Management – most matters has been covered in the Suffolk County Councillor's report.

Planters made locally by Mencap Genesis were suggested as suitable for use in the village and could be bespoke. It was noted that a licence from Highways would be required to position planters on the pavements.

An additional volunteer to help move the SID equipment was requested.

Street Cleaning – the Village Warden has tendered his resignation, effective from the end of October, and it was resolved that CGM be engaged to provide additional street cleaning works in the short term, especially for the coming leaf fall period.

Lavenham Walk/Catch 22/dog fouling – there are still outstanding legal aspects in respect of the lease for the Lavenham Walk.

Notes from a meeting between Mr O'Mahony, Dr Posner and the regional coordinator of Catch 22 had been circulated. It was agreed that the Parish Council wished to engage with Catch 22 and that the Lavenham Walk might be a good location to start, with a suggestion that painting the railings could be the first job trialled.

It was too early as yet to assess whether the provision of dispensers and free dog bags was having any effect on the dog fouling situation on Lavenham Walk.

Cemetery paths – it was agreed to defer consideration of works to the Cemetery paths

Housing and Social

CLT - roofing should commence soon on some of the new dwellings at Peek Close. Mr Reeve and Mr Panton will be meeting with the artist on site on Tuesday 11th September.

LED lighting – historic correspondence had been circulated to all Councillors. Feedback is awaited from Babergh planning before any further action is taken in respect of a heritage expert's report.

Good Neighbours Scheme – a party had been taken out to lunch at Hartest Crown earlier today. At the October Common Room Tea the poppies which are to be placed in the Market Place planters will be painted. The AGM is also to be arranged.

Lavenham Dementia Alliance – bookings are invited for the training sessions which are being held on 21st, 26th and 29th September at No. 10, each session will take 12-15 people. More businesses have shown an interest in being involved and two more committee members have been appointed.

Correspondence had been received from:

Mr Aspa, in respect of the LED lighting, attaching copies of three reports which were circulated to all Councillors.

Babergh/Mid Suffolk DC with dates for the October 2018 Town & Parish Liaison Meetings Babergh/Mid Suffolk DC, writing with details of the consultation period for the revised draft statutory 'Gambling Act 2005: Statement of Principles' policy document. Comments must be received by 12 October 2018, documents available for viewing at

www.babergh.gov.uk/licensingprinciples

James Cartlidge MP, notice of the next surgery, to be held at Alpheton Village Hall on Friday 14th September, strictly by appointment.

2 Lady Street (Lavenham Hub) – acquisition and operation

Councillors had been updated and informed of all stages of negotiations with Babergh regarding acquisition of the freehold.

It was prop. by Mr Gibson, sec. by Mr Sheppard that the Parish Council:

Acquire the freehold interest in 2 Lady Street from Babergh DC, for £40,000 plus expenses, and a clawback;

Form the CBS, and propose that Lavenham Parish Council is initially represented by Messrs Panton, O'Mahony and Searle;

Agree a redecoration and refurbishment budget of up to £25,000, subject to a detailed plan with costings;

Put in place a 25 year lease of the building from the PC to the CBS, and provide a loan facility of up to £20,000 to the CBS, subject to a subsequent schedule of drawdown.

Carried.

Mr Panton would be Chairman of the CBS, independent of the Parish Council. Irene Mitchell, John Page and Peter Sturgeon had volunteered to serve as trustees. A further member would be sought, ideally somebody with some retail experience.

The first of the public drop in consultation events took place on Tuesday, the second is set up for Saturday 8th at the Village Hall. As much detail as possible regarding the above and an invitation to suggest a suitable name for the hub building were included in the displays. Contact details for volunteers are being also being collected.

Possible future part-funding of a PCSO

Surrounding parishes had been contacted by email to assess whether any were in favour of a shared scheme. Replies had all been negative, the general feeling being that we all pay towards police services and should not be expected to pay more. Prop. Mr O'Mahony, sec. Ms Smith, Lavenham Parish Council does not wish to pursue the matter further. Carried.

Matters to be brought to the attention of the Parish Council

Mr Reeve reported he is in contact with Babergh regarding possible refurbishment of the Common Room at Tenter Piece, used by both Good Neighbours and the Dementia Alliance, and ways in which this might be achieved.

A question was asked as to whether the Sudbury Wardens are issuing warning notices in respect of inconsiderate parking on pavements etc. Another meeting to be sought with the Town Clerk to discuss this further.

Lavenham Forum would be an agenda item at the October meeting, also early discussions of the Precept requirement for 2019/20.

Date of next meeting: The next meeting will be held on Thursday 4th October 2018.

The meeting closed at 10.15 pm.