

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 1st June 2017 at 7.30 pm.

Present Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman
Mrs J Baker, Mrs D Twitchett, Mrs G Banks, Ms E Paris, Mr T Sheppard, Mr B Panton,
Mr A Searle.

Mr R Lindsay, County Councillor. Mr W Shropshire, District Councillor.

1 member of the public.

Public Forum

Mr Rogers, a resident of Meadow Close, raised two matters which were concerning him:

The bund on the Village Hall site boundary with Meadow Close had been planted with shrubs which Mr Rogers understood were going to be controlled by a maintenance programme, this was not being done and the area is now very overgrown. Mr Rogers, and his neighbours, are not happy with the manner in which the area has been neglected.

Mr Rogers also feels that hiring fees at the Village Hall are aiming at the higher income bracket and pricing out local use. The high cost of hiring the main hall in particular is driving local people to hold events out of the village, other halls are much cheaper to hire while still offering comparable facilities.

Although the Parish Council is not responsible the management of the village hall Mr Reeve agreed to pass on Mr Rogers' concerns to the Chairman of the Community Council, if he would like to put them in an email to him.

Police Matters – (figures are for the Sudbury SNT area overall, there is no separate report for the parish of Lavenham)

March 2017 – 584 incidents received, 440 investigations recorded. Summary: Burglary Dwelling 6; Robbery 0; Violence with injury 62; Serious Sexual Offences 6; Drug Trafficking 0; Anti Social Behaviour 51.

There were 6 burglary dwelling offences in March; Brettenham 2, Gt Waldingfield 1, Gt Cornard 1, Glemsford 1, Acton 1. All involved entry by forcing/smashing ground floor windows. However, it is not possible to be sure that all were committed by the same person(s).

An email from Suffolk Constabulary has been circulated, attached was a letter from the Chief Constable in respect of the present terror threat level.

Mr Reeve had written to Mr Passmore, the Police and Crime Commissioner, six weeks ago for an update on the timetable for de-criminalisation and civil enforcement of parking offences. Also expressing concern about lack of liaison with the community which was creating a distant force with no ongoing relationship with the public. He had now sent a reminder that he had not yet received a reply to his request.

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

Mr Reeve introduced Mr Robert Lindsay, the newly-elected County Councillor for Cosford and welcomed him to the meeting.

District Councillor's Report, Mr W Shropshire – emailed report circulated to Councillors
(*report follows these minutes*)

Mr Shropshire reminded the meeting of the PCC public meeting dates, the nearest to Lavenham, at Sudbury Town Hall, is scheduled for 20th September.

In answer to a question concerning when the village detail of the Strategic Housing

Market Assessment (SHMA) would be available, Mr Shropshire said he would pursue this.

Mr Shropshire also responded to questions concerning objections received to the listed building consent application for the LED lighting scheme, slow response to requests to release the play equipment on the Halt development, potholes at Clay Hill and the planning e-consultation.

It was also noted that CAB sessions in the Village Hall have now ceased. This had been a six month trial withdrawn last month due to under-use.

The Minutes – Proposed by Mrs Baker, seconded by Mr Gibson, the minutes of the Annual Parish Council Meeting held on Thursday 4th May were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Ms Smith and Mr O'Mahony

Matters arising and update of outstanding issues

A short article giving more information about the possible provision of outdoor gym equipment had been included in the June edition of Lavenham Life. No date has yet been fixed for a consultation drop-in session but it was thought this could be combined with the session in respect of the Water Street traffic management proposals.

Nothing to report further on the gas works site, although Mr Searle said that he had learnt that when the Essex Records Office had been built on a similar site a raft had been built over the top, removed material had been sealed and taken away to be destroyed.

In response to a letter raising concerns about the poor site reference code displayed at the sewage works Anglian Water said that the local manager will assess if any further signage can be erected to make site identification easier in the event of an incident. In addition a request has been put in for a new sign, including site reference, at the pumping station in Preston Road.

Review of membership of working groups

The drafted proposals will be circulated to all councilors for comment.

Finance and Strategy

Update on timetable for Annual Return – Mr Patrick Corney would be carrying out the internal audit. BDO, the external auditors, had agreed to an amended timetable. The Parish Council would meet on Thursday 29th June at 6 pm., after the planning group meeting, with approval of the annual return on the agenda. The document would be forwarded to BDO the next day so that the public can exercise their rights from 3rd July, the first working day of the month, for a period of 30 working days.

Consider donation to Citizen's Advice Bureau – it was proposed by Mrs Baker, seconded by Mr Sheppard, that a donation of £50 be made. Carried.

Hire of portable toilet for First Meadow - a quotation had been sought from Karzees who had supplied the portable toilet for the First Meadow for the summer holiday period last year. The cost of hire of one single cubicle portable toilet unit, from Friday 21st July to Monday 4th September, would be £25 per week plus delivery/collection £20 each way, plus VAT. The total costs for a maximum of 7 weeks would be £215.00 plus VAT. This price includes weekly servicing, units are in 'new' condition and are fitted with hand sanitiser and supplied with toilet rolls

Prop. Mrs Banks, sec. Mrs Twitchett, this quotation be accepted. Carried.

Invoices received, for payment

Ask Us Drain Services, callout and clear drains Prentice St toilets (28/04 £306.00, 11/05 £255.00) £561.00: The CGM Group, grounds maintenance for May £874.00: Kinex, phone a/c May £22.59: Glasdon UK Ltd, dog waste bin £208.44: Mini Waste Ltd, 2 x 8 yd skips for Chapel clearance £492.00: Payroll £772.20: HMRC, PAYE q/e 05/07 £448.20: Andrew Searle, Councillor expenses claim for RTPi conference 18/05/2017 £111.65. Paid by Direct Debit to BT for Broadband service to old phone box for May £65.88.

A letter to the Bank requested the transfer of £3,500.00 between accounts.

Approval of the payment schedule was proposed by Mrs Baker, seconded by Ms Paris, and agreed.

Planning

Planning Applications:

B/17/01083 Application Type: FHA Driftside, 53f High Street, Lavenham
Erection of car port and garage

Prop. Mr Searle, sec. Mr Sheppard, recommend approval but feel the new building would be more in sympathy with the adjoining Coach House property if dormer windows were used rather than Velux roof lights.

B/17/01069 Application Type: LBC 11 Market Place, Lavenham

Application for Listed Building Consent - Replacement street light luminaire (bracket to be retained)

Prop. Mrs Twitchett, sec. Mrs Banks, recommend approval. Carried.

Planning Decisions Received:

B/17/00449/FUL The Granary, Mill Hill, Bury Road, Lavenham – Refusal of Planning Permission, conversion of building to 1 No dwelling.

B/17/00928/TCA River Cottage, Lower Road, Lavenham – consent for works to trees in Conservation Area, reduce lateral spread of 1 no. Beech by up to 3m and crown volume of 1 no. Silver Birch tree by up to 30%

B/17/00539/FHA The Lavenhams, Bridge Street Road, Lavenham – Permission for alterations to proposed pool approved under application B/16/01020, including re-orientation & increase in width.

Operations

Traffic and Road Management – no further communication from Suffolk Highways, no indication of what was drafted following the meeting in Water Street.

Mrs Baker enquired about pollution monitoring. This had been carried out by Babergh in Cross Street in Sudbury due to the level of traffic in that area of the town, but would have to be financed by the Parish Council if it was thought it might strengthen the case for continued traffic management in Water Street. It was suggested that measurements be taken both before measures were introduced and during the trial of the weight restriction and traffic build-out.

Yew trees to rear of bus shelter – the summary of necessary works and a quotation had been received from Suffolk Tree Services, these had been forwarded to the residents of Salisbury House with a request for a further meeting on site. It might be possible for the works to be

carried out from the garden side rather than using a cherry-picker across the pavement, which would require the temporary relocation of the bus stop.

Discussions are still being held in respect of the degree of trimming required to the Yew trees beside the new pre school annexe building.

Housing and Social

CLT – ownership of the site has still not transferred. There is another meeting of the Affordable Housing Group on Monday, there may be more news then. The costs of building have increased and sources of funding continue to be explored.

LED lighting update – the listed building application has been processed and is out for consultation.

It was noted that the lights in Meadow Court have been switched off since Babergh took over the development.

Good Neighbours Scheme – a party went by bus today to Assington for afternoon tea, the Scheme covered the cost of transport and individuals paid for refreshment. Next month there will be a strawberry tea in the garden of Caroline Eves.

Marian Searle is joining the committee.

Correspondence had been received from:

West Suffolk Clinical Commissioning Group, with an invitation to attend an event, Patient Revolution, at the Athenaeum, Bury St Edmunds on Wednesday 12th July, 2 – 5 pm. to ‘have your say and help shape the future of our NHS’ (circulated)

Community Action Suffolk Newsletter of 31 May 2017, giving details of the CAS Awards 2017 and other matters of interest. (circulated)

SALC, details of the Babergh Area Meeting to be held on 12th June at Corks Lane Council offices. Mr Searle will attend the meeting.

Anglian Water, request to help identify private pumping stations in the parish

Invitation to attend a session held by the Boundary Commission, at the Chamberlin Hall in Bildeston on 13th June 2017, at 1.30pm. (limited to 2 spaces per Council) to inform in regard to the current boundary review, due to conclude in 2019. Two places are reserved.

SALC, circulated LAIS1399 Neighbourhood Planning Act 2017, LAIS1400 Precept Data 2017-18. Still to be circulated ‘Changes in Data Protection Legislation’

Cemetery Chapel and Public Toilets proposed refurbishments

The chapel is now cleared of all but some Parish Council owned property. Mr Searle is beginning to put costs against items of work, a very rough projection of the total cost is £17,000. It was suggested that a note go in the Hadleigh Village Edition inviting contractors to express an interest in quoting for the works.

It is expected that blockages will continue to occur in the Prentice Street drains from time to time. The agreement with the District Council will be examined to establish whether Babergh could be responsible for works to improve the situation. Mr Searle is talking to Graham Masters of idverde with a view to improving ventilation, especially in the Prentice Street block.

Permission will be sought from Mr Mead, Clerk to the Trustees of the Lavenham Charities, for works to the outside of the Church Street premises to be carried out from the garden of the almshouses.

Proposed provision of bus shelter in Church Street

Mr Searle had circulated details of a wooden bus shelter for information. He would look for an example in situ which could be viewed online.

Village of the Year 2017

Clerk had been informed that the shortlisting of applications has begun but no end date was given beyond which we could assume Lavenham had not been chosen. Further enquiries to be made.

Other Matters brought to the attention of the Parish Council

The untidy state of the two planters on the Market Place was noted. Chairman and Clerk to meet on Tuesday morning to assess if any additional planting is required, or what needs to be done to tidy them.

Mr Gibson reminded the meeting of the Literary Festival which will take place this year on 17th November. It was agreed that a proposal to offer financial support should be included on the July agenda.

The County Council would be informed of a missing footpath sign at the lower end of the Lolls.

The owners of Market Keepers Cottage will be asked to trim the ivy overhanging the garden wall which is restricting the space available for pedestrians.

Mr Reeve had received a call from John Cashmore asking for thanks to be passed on to Mr Gibson, Mr Panton and Mr Heeks for their help in clearing space in the Market Place for the historic vehicles.

Date of next meeting: Thursday 6th July 2017

The meeting closed at 9.15 pm.

Lavenham Parish Council website: lavenham.onesuffolk.net