

## **PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 7<sup>th</sup> September 2017 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mrs D Twitchett, Mrs G Banks, Mr B Panton, Mr A Searle, Mr J O'Mahony.  
Mr R Lindsay, Suffolk County Councillor, Mr W Shropshire, Babergh District Councillor.  
5 members of the public

### **Public Forum**

Following recent email exchanges with the Parish Council Mr Aspa repeated his concerns to the meeting regarding inconsiderate and illegal parking in various areas of the village. He understood that the police would respond to reports on 101 of illegal and dangerously parked vehicles, and it would appear that the power to ticket vehicles also extends to PCSOs responding to such calls.

The suggestion was also made that business owners/employees could be encouraged to park away from their premises in order to leave spaces for potential customers to park, and for some provision to be made near the pharmacy for one hour restricted parking to enable less-able customers to park close to the premises.

The Chairman confirmed that the Parish Council continued to pursue the proper policing of the village and was aware from attendance at various meetings that the problems were not confined to this parish. It was good to have feedback from the community and this will inform ongoing debate with the Police and Suffolk County Council.

Mr Hills also spoke to report that he was seeking a meeting with Mr James Finch, Suffolk County Council's Cabinet Member for highways who he will push for action on the Water Street experimental scheme. He thanked the Parish Council for their efforts so far.

### **Police Matters – August 2017 Newsletter**

The latest Sudbury SNT Newsletter is available on their website ([www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury)) and gives details of recent policing issues and responses. Insp. Danny Cooper states that 'As an organisation, we are moving away from counting of individual crimes and are instead monitoring exceptions to annual trends'. Consequently a summary of SNT area offences no longer appears on the Newsletter.

The latest summary, June 2017, of crimes within the parish of Lavenham is listed on [www.police.uk](http://www.police.uk), search by postcode on Find your Neighbourhood. Explore the crime map. June 2017: 1 x Vehicle Crime; 2 x Anti Social Behaviour; 2 x Violence & sexual offences.

An emailed reminder has been received regarding the PCC public meeting on Wednesday 20<sup>th</sup> September at All Saints Parish Church, Sudbury. The agenda for the Babergh Area SALC meeting, to be held at Raydon on 11<sup>th</sup> September, includes time for Insp Kevin Horton to provide a policing update and take questions.

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

Mr Lindsay said he is pursuing several matters outstanding in the village and understands that an engineer had been sent to inspect the Sudbury Road footpath.

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

Mr Shropshire said he would enquire whether the Parish Council can be allocated a separate three minute slot to talk at the Planning Committee meeting when the Bears Lane

application is listed.

**The Minutes** – Prop. by Mr Gibson, sec. by Mrs Baker, the minutes of the meeting held on 3<sup>rd</sup> August were approved. Carried. Prop. by Mrs Baker, sec. by Mr Searle, the minutes of the meeting held on 22<sup>nd</sup> August were approved. Carried.

**Declarations of Interest** – Mr Gibson, as a member of the Wool Towns Association, said he would not take part in any discussion or vote on their request for a donation under ‘Finance and Strategy’.

**Apologies for absence** received from Ms Paris, Ms Smith and Mr Sheppard.

**Matters arising and update of outstanding issues**

Mrs Baker reported on the library. The Summer Reading Challenge had been a great success and 70 children will be receiving their awards at the Village Hall on Sunday 10<sup>th</sup> August at 10 am. Top Time, which Mrs Baker pointed out is for all age groups, would welcome more volunteers and participants. Books to Theatre to Film is also progressing, and a new Lego Club for 5 years and upwards is planned.

With her agreement, Jane Gosling has been put forward as Nominative Trustee to the Lavenham Charities for the Poor.

It has been decided not to pursue the Heritage Action Zone application at this time but consider this again when the next round comes up.

The benches on the grassed area in the Prentice St car park have been padlocked together until arrangements can be made to secure the ground fixings.

Truvelo have confirmed the SID equipment will be delivered tomorrow, Friday 8<sup>th</sup>.

Mrs Banks reported that John Turner has agreed to carry out the electrical works associated with the Christmas lighting, it is likely that some new light strings will be needed.

Additional signs are required to warn of litter picking activities, Sudbury Wardens to be consulted as to suppliers. Also a risk assessment must be completed.

Hedges in Sudbury Road have been trimmed. The large Horse Chestnut tree (almost opposite entrance to The Glebe), although important to the landscape, has been found to be diseased and in time Highways will arrange felling. It is hoped that a significant replacement tree can be planted, but in another area.

**Finance and Strategy**

**Request for donation to the Wool Towns Association** – the Association’s business plan had been circulated to the Councillors and, following discussion, it was proposed by Mrs Baker, seconded by Mrs Banks, that the Parish Council make a donation of £250.00. Carried.

**Invoices received, for payment**

The CGM Group, grounds maintenance August £874.00: idverde, public toilet works July £1,140.55: Karzees Ltd, portable toilet at First Meadow 01/08 to 31/08 [06(i)/17 p26] £138.00: Kinex, phone a/c August £22.27: BDO LLP, annual audit fee £480.00: Payroll & PAYE 1,056.80: Lavenham Community Council, Village Hall room hire £182.50: Suffolk Accident Rescue Service, donation [08(i)/17 p37/38] £100.00: Ask Us Drain Services, call out to Church Street toilet drain blockage 10/08/17 £178.50: Paul Holland, call out plumbing repair Church St toilets £110.00: Mini Waste Ltd, skip hire for Lavenham pre school £246.00: Suffolk Tree Services, tree works on Lavenham Walk £720.00: Anglian Water Business, water

supply/waste services (Church St toilets £880.96; Prentice St toilets £111.81; Cemetery £11.64) £1,004.41; Lavenham Pre School, 50% annual subvention payment £2,500; NFU Mutual, annual insurance premium £1,149.37; Wool Towns Association, financial support £250.00.

Paid by Direct Debit to BT for Broadband service to old phone box for August £65.88.

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

Approval of the payment schedule was proposed by Mrs Baker, seconded by Mr O'Mahony, and agreed.

Approve annual return – the audit for year ended 31 March 2017 has been completed and the papers returned, BDO have confirmed there are no matters which came to their attention requiring the issuing of a separate additional issues arising report. It was proposed by Mr Searle, seconded by Mr O'Mahony, that the Parish Council approves and accepts the annual return including the auditors' certificate. Carried. Notice of Conclusion of Audit will be published for a 14 day period on the website.

A legacy of £10,000 has been left to the Parish Council by a generous donor who expressed the wish to remain anonymous. It was proposed by Mr Gibson, seconded by Mrs Twitchett, and agreed by the members, that this should be put towards the refurbishment of the Cemetery Chapel project.

### **Planning**

A further 10 copies of letters/emails of objection sent to Babergh District Council in respect of the proposed development of 24 dwellings on land off Bears Lane, had been received. These will be kept on file.

For information only, notice from Paul Hankins, Technical Support Officer – Development Management: Notice of Local Inquiry into the Appeals by Mr Trevor Smith against the decision of Babergh District Council who have refused to grant a certificate of lawfulness in respect of land at Brent Eleigh Road, Lavenham (CO10 9PE)

#### Planning Applications Received:

DC/17/04457 3 Priory Farm Court, Water Street, Lavenham

Notification of Works to Trees in a Conservation Area: Fell to ground level 1 no. multi stemmed Conifer (T1), reduce height by 4m 1 no. multi-stemmed Conifer (T2) and fell to ground level 3 no. single-stemmed Conifers (T3, T4, T5).

Prop. Mr O'Mahony, sec. Mrs Twitchett, recommend approval. Carried.

DC/17/04515 4 Trinity Guild, Lavenham

Notification of works to Trees in a Conservation Area ; prune and reduce height by 1.5m on 1 no. Acer, fell to 2ft above fence height 1 no. Norway Spruce, prune all around by 2ft 1 no. Hawthorn and fell to stump level 1 no. dead Willow

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

DC/17/02514 25 Church Street, Lavenham

Re-consultation Householder Planning Application - Erection of single storey rear extension to form additional living accommodation and annex, following demolition of existing garage and replacement of flat roof with pitched roof on existing two storey rear extension.

Reason(s) for re-consultation: Drawing PA04 - Proposed Plans and Elevations and Planning Statement received by the Local Planning Authority 20th July 2017.

Prop. Mr Gibson, sec. Mrs Baker, there appears to be little or no change to the application on which we recently recommended refusal, the Parish Council maintains its objection. Carried.

#### Planning Decisions Received:

Appeal Ref: APP/D3505/W/17/3169441 The Granary, Mill Hill, Bury Road

Appeal Dismissed in respect of refusal of application B/16/01302 - change of use of B8 storage building to single dwelling

DC/17/02712 17 Weavers Close– permission for erection of a front single storey extension

B/17/01083 Driftside, 53F High Street, - permission for erection of carport and garage

DC/17/02737 6 Constable Court, Barn Street – permission for erection of single storey rear extension.

DC/17/02900 & DC/17/02959 61 High Street - Planning Permission and Listed Building Consent for erection of timber fence to rear (following removal of existing).

DC/17/03415 The Granary, Mill Hill, Bury Road - refusal of Planning Permission for conversion of former granary to dwelling (resubmission)

#### Operations

An Operations group meeting had taken place prior to the full meeting, Mr O'Mahony reported that work streams had been allocated between the members of the group. Various responsibilities had been discussed; review of street cleaning, grass verges and hedges, possible additional planters and volunteers to help maintain and water, flower displays, better management of the recycling bins, status of advertising posters in the Conservation Area.

Mr O'Mahony reported that two out of the three pollution monitors had been covered by posters which had since been removed. The pollution monitors had been sent off for testing. He would see if the manufacturers would replace the three monitors which had now exceeded their 'use by' date.

Cemetery Chapel proposed refurbishment – works to the trees will be carried out before Christmas. Mr Searle will finish the specification and then talk to contractors.

Public Toilets – photographs of the areas requiring work have been sent to the District Council, a surveyor has been instructed to attend next week.

Proposed bus shelter in Church Street – an enquiry to the bus company established that the most-used bus stops in the village, after Swan Corner, are near the Cock Horse in Church Street and by Howletts Garage on the Sudbury Road/Melford Road junction. Due to the perceived difficulty in agreeing a design and position for an additional bus shelter in Church Street, and the close proximity of the present bus shelter, it was agreed that attention should be switched to the two next most popular positions.

Gas Works – no further updates.

#### Housing and Social

CLT – demolition of the site buildings had been completed, it would probably take a further two weeks to crush the concrete. The contractors had taken prompt action following a report that asbestos was being inappropriately handled. Further contamination surveys will be carried out and it is hoped that building may start before Christmas.

LED lighting update – Phase I should be completed soon and SCC will want to start Phase II. The quotation for the total works is £112,000, however the additional light in the alley connecting Pump Court with the Market Place does not appear to be on the specification. This has been brought to their attention.

Good Neighbours Scheme – a very generous donation of £500 had been received from a regular user of the scheme.

The monthly teas continue to be popular, Mr Reeve gave a talk to those attending earlier today. The next outing is to lunch at the Plough at Rede on 5<sup>th</sup> October.

There is still a problem recruiting drivers, a note will go in Lavenham Life asking for volunteers to come forward.

**Correspondence had been received from:**

Sudbury & District Citizens Advice, thanking the Parish Council for the donation of £50 towards the cost of providing their advice services.

Exchange of emails (circulated to Councillors) with a resident concerned about parking matters in Lavenham (see earlier Public Forum)

Lavenham Village Hall & Events Centre, an invitation to attend an open meeting on 18<sup>th</sup> September at 2 pm. to discuss meeting hire charges

Invitation from Jenny Jones, Leader Babergh District Council, to 2 delegates from the Parish Council to attend the Sudbury Visioning Event drafting workshop on Wednesday 13<sup>th</sup> September, 6 – 7 pm. at the Delphi Centre, Alexandra Road, Sudbury. The project will be introduced in more detail at the workshop and she is asking for help to deliver the public engagement event (taking place alongside the Joint Local Plan drop-in displays on 12<sup>th</sup> October) and shape the display boards that will be used. Mr Reeve said that he would attend and asked for another volunteer.

Lavenham Salvation Army, asking if the Parish Council would like to decorate a tree representing the organization for the Christmas Tree Festival 2017. The Festival will be held in the Salvation Army Hall from 1<sup>st</sup> to 3<sup>rd</sup> December, decorating to take place on the Thursday prior to the opening date. It was agreed that the Parish Council would take part.

**Babergh District Council emerging Local Plan**

From early viewing of the document Mr Searle pointed out that there was some confusion between documents, drawings of differing scales, incorrect data sheets. Lavenham's NP does not appear to be taken into account and there is nothing about infrastructure.

Councillors will continue to read through the Plan, Mr Gibson and Mr Searle in particular will concentrate on the SHLAA and SHELAA and planning aspects. Mr Reeve said there may be a need to call on professional assistance in some areas.

**Babergh Alliance of Parish and Town Councils**

As there would appear to be 'strength in numbers', especially in respect of a response to the emerging Local Plan, it was proposed by Mr Searle, seconded by Mr Gibson, and agreed, that the Parish Council should join the Babergh Alliance of Parish and Town Councils. Many parts of the Plan are universal and can be considered by sub groups of members of the Alliance, parishes can also respond to matters applying individually to them.

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

Mrs Baker reminded the members of the Lavenham Literary Festival, between 17<sup>th</sup> and 19<sup>th</sup> November, brochures are available.

There is a problem with black bags of dog waste being left beside the footpath on the Lavenham Walk instead of being deposited in the bins at either end of the walk. A notice will be put up asking dog owners to dispose of bags properly.

Date of next meeting: Thursday 5<sup>th</sup> October 2017  
The meeting closed at 10.20 pm