

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 5th December 2019 at 7.30 pm.

Present Mr C Reeve, Chairman Mr J O'Mahony, Vice-Chairman.

Mrs A Norman, Mr T Sheppard, Mr B Panton, Dr C Posner, Mr I Lamont, Mrs M Morrey.

No members of the public.

Co-option

It was proposed by Mr Sheppard, seconded by Mrs Norman, that Mrs Mary Morrey be co-opted to the vacancy on the Parish Council. Carried. Mrs Morrey signed the Declaration of Acceptance of Office and joined the meeting as a Member of the Council.

Another vacancy has occurred due to the resignation of Mr Andrew Searle, the Casual Vacancy will be advertised.

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the December 2019 copy of the County newsletter, Constable's County. The newsletter provides an update on policing from the East, West and South policing areas of the County and includes advice on safety and security over the Christmas period

The summary of crimes reported within the parish of Lavenham is listed on www.police.uk, search by postcode on Find your Neighbourhood. Crimes recorded within the parish of Lavenham in October 2019: 1 x Violence & Sexual Offence; 1 x Anti-Social Behaviour, 2 x Vehicle Crime, 1 x Theft Other.

It was noted that there has been a police presence in the village over the last two days and it is believed a parking ticket has been issued. A notice was posted yesterday on the car parked across double yellow lines and causing an obstruction near the telephone box in High Street, the owner has seven days to respond.

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

There were some matters arising from the report. The Police anticipate that civil enforcement will commence on 1st April, Babergh will be responsible for Lavenham parish but enforcement officers will be deployed from St Edmundsbury.

The Rights of Way Improvement Plan is relevant to Lavenham Walk, Dr Posner will consider this when producing the first draft of a managerial agreement. The meeting with Highways is not due to take place until the new year.

District Councillor's Report, Mrs M Maybury (*report submitted and circulated to Councillors*)

The Minutes – Prop. by Mr O'Mahony, sec. by Mrs Norman, the minutes of the meeting held on 7th November were approved. Carried.

Declarations of Interest – Mrs Norman declared an interest in the letter received from Suffolk Libraries concerning upgrading the Library direction sign at the entrance to the car park in Church Street, and did not take part in discussions regarding this.

Apologies for absence received from Mrs Twitchett, Miss Mortimer, Mr Lindsay, Mrs Maybury, Mr Arthey.

Matters arising and update of outstanding issues

It was agreed that the Parish Council did not wish to comment on the Boundary Commission review of Ward boundaries in Suffolk.

Finance and Strategy**Invoices paid between meetings:**

Nationwide Services, A N Gillan, leadwork to No 2 Lady Street windows £724.88: Babergh D C, planning fee for Gas Works site £231.00: Lavenham P C C, printing of extra December Lavenham Life copies £277.00.

Cheques for payment:

idverde, public toilet works Nov £1,800.00: JPB Landscapes, street cleaning Nov/burial plot tidy (street cleaning £1,428.79, burial plot £60.00) £1,488.79: Whymark & Moulton, architectural planning/design (No 2 Lady Street £612.60, footpath Melford Road £504.00, Church Street toilets £768.00, Tenter Piece Common Room £696.00) total £2,580.60: Lavenham Community Council, Village Hall room hire £26.00: A & D Fayers, 18' Christmas tree £220.00: Sudbury Office Supplies, stationery/toner £92.86: Perrywood Garden Centre, plants for planters £76.15: Kinex, phone account Nov £37.53: Anglian Water, Church Street toilets water services £498.22: Anglian Water, Prentice Street toilets water services £97.99: Anglian Water, Cemetery water services £9.23: Payroll/PAYE £1,164.87: Community Action Suffolk, annual subscription One Suffolk £60.00: Xmas Direct, 150 m. string lights £403.97: Home Leisure Direct, outdoor table tennis table £679.00: British Gas, electricity supply to Church Street toilets £17.41: Bryan Panton, Councillor's travel expenses to SALC AGM £23.90: Matt Nichols Sterling Electrics, interim payment for Christmas lighting works £1,000: Playquip Leisure, play equipment inspection First Meadow £321.30.

A letter to the Bank requested the transfer of £17,000 between accounts.

Dr Posner proposed, Mr Sheppard seconded, that the financial transactions are approved. Carried.

Consideration of Donation & Honorarium

It was proposed by Mr O'Mahony, seconded by Mr Lamont, and agreed that the Parish Council would pay a £250 honorarium to Lee Morris, Chair of Trust of the Lavenham CBS, in recognition of the extra work she has carried out in taking on the managerial role at No 2 Lady Street, unpaid, since the resignation of the Manager.

It was proposed by Dr Posner, seconded by Mrs Morrey, and agreed, that a donation of £250 be made towards the Friends of Lavenham Airfield proposed LV memorial to be installed at the airfield.

Precept 2020/21

The Finance working group had met and produced a draft budget and estimated precept requirement for 2020/21. The papers will be circulated, with recommendations, and the precept will be determined at the January meeting.

Planning**Planning Applications Received:**

DC/19/05276 Perseverance House, 47 High Street, Lavenham

Notification of Works to Trees in a Conservation Area - T1 (Yew) - Reduce crown by 1.5-2m

DC/19/05296 2 White Gates, Lavenham

Notification of Works to Trees in a Conservation Area and Protected by Tree Preservation Order WS41/A1 - T1 (Oak) - Reduction of crown by 2m

DC/19/05251 Pippins, Bridge Street Road, Lavenham

Application for consent to carry out works to tree(s) protected by a Tree Preservation Order – Preservation Order WS240/G1 - T1 (Maple) – Fell

DC/19/05501 Old Grammar School, 11 Barn Street, Lavenham

Application for works to tree(s) in a Conservation Area - T1 (Oriental Plane) - Pollard

No objections were raised to any of the tree works applications and it was proposed by Dr Posner, seconded by Mr Lamont, that approval be recommended en bloc. Carried.

DC/19/05381 Box Cottage, 21 Prentice Street, Lavenham

Application for Listed Building Consent - Replace 4 No rear windows and conservatory (following partial demolition of conservatory

Replacement of 1980's windows by more traditional design better insulated wooden windows and part replacement of existing deteriorating conservatory. No issues, cannot be seen from road.

Prop. Dr Posner, sec. Mrs Norman, recommend approval. Carried.

DC/19/05222 Former Gas Works, Water Street, Lavenham

Full Planning Application - Change of Use from gas works site to Public Carpark.

The listed Gas Holder is to be conserved and available for public access. The improvement of the derelict site for car parking will improve the appearance of the area and is in line with the Lavenham Neighbourhood Plan in seeking to provide off street parking. The tidying up of the boundary wall on Water Street will also improve the appearance of the area.

Prop. Mr Sheppard, sec. Dr Posner, recommend approval. Carried.

In respect of the Gas Works site, Mr O'Mahony reported that Burkitts solicitors had recommended three environmental consultants who had been approached for quotations for the costs of undertaking an assessment of the site. The environmental study report had been forwarded to consultants MLM, their assessment should be ready within two weeks. The planning application and CIL bid have been submitted. Once planning permission is confirmed an estimate of costs for remedial work will be sought. An ecology study will also be sought.

Planning Decisions Received:

DC/19/04287 Windwards, Bury Road, Lavenham – planning permission granted for erection of single storey front and rear extensions, alterations to fenestration and erection of first floor extension (Retention of)

DC/19/04286 Plot 1 Land Adjoining Windwards, Bury Road, Lavenham - planning permission granted for erection of 1 no. dwelling and detached garage including creation of vehicular access

DC/19/04285 Plot 2 Land Adjoining Windwards, Bury Road, Lavenham – planning permission granted for erection of 1 no. dwelling and detached garage including creation of vehicular access

DC/19/03688 The Hall, Hall Road, Lavenham – Listed Building Consent granted for repair of stable roof on South side of yard. Removal of existing tiles. Replacement of roof timbers. Replacement of existing tiles and any new tiles required to match existing tiles as closely as possible.

DC/19/04849 The Hall, Hall Road, Lavenham – planning permission for erection of an indoor swimming pool

DC/19/04972 The Angel, Market Place, Lavenham – approval for works to trees in a Conservation Area, fell and remove stump Laurel (T1)

DC/19/04538 Brett Farm, Clay Hill Lane, Lavenham – planning permission granted for removal of Condition 9 (occupancy restriction)

Appeals allowed in respect of 37 Water Street, Lavenham, planning permission and listed

building consent for new window insertion.

Operations

Further examination of the hole in the culvert beside the entrance to the Gas Works site is taking place. Mr O'Mahony said that he has a good contact at Highways, Amanda Mayes, and she had provided still photographs of an earlier examination of the culvert. This appears to be a disused side culvert, maybe Edwardian judging from the brickwork, no water is present. This is a Highways issue, their problem, and a budget to remedy the problem is being sought. It is important however that the entrance to the Gas Works is not put in jeopardy in view of the future vehicle movements.

Traffic and Road Management – contact with the Police in respect of problems in the village appears to have improved. There has been some input from Highways on their issues, more is awaited.

It would appear that the planters installed to prevent parking on the pavement at the junction of Church Street and Bridge Street Road have been moved to enable two cars to continue to park there. Additional, smaller, planters are on order and all will be fixed in place. Mr O'Mahony recommended the website of The Pedestrians Association, a lobby group concerned with all pedestrian issues.

With regard to the list of County and District initiatives/problems, there had been a meeting with Babergh officers and responsibility and timeframes have been discussed for the Tenter Piece common room, the toilets, car parks, the Harwood Place play area. All these are Babergh owned, with the Parish Council looking to lease from them. It is hoped a common lease can be agreed, the same for all premises.

Housing and Social

CLT - all residents have moved into the houses in Peek Close and an article about the development has been published in today's East Anglian Daily Times, good PR.

LED lighting – no further progress.

Good Neighbours Scheme & Dementia Alliance– there were no individual reports but the meeting was reminded of the Christmas Party which is on Thursday 12th December.

Correspondence had been received from:

John Pawsey, Chair of Friends of Lavenham Airfield, with formal support for any aspiration the Parish Council might have for creating a museum in the village. FOLA have been making enquiries into the possibility for a site for a museum locally to house the 487th Bomb Group collection that they have as well as future items that have been promised but realise that a museum for just 487th BG could be difficult to support financially.

At this time it was not felt that the Parish Council should lead on this proposal, but would support a concept for a museum which reflected the history of the village, if it came forward. It would be more appropriate if a working group could research the need as to size and content of any museum and then build a business case and identify potential sources of funding. It was suggested that a conversation with Graham Patrick could identify village artefacts that he and the village museum group already hold.

James Powell, Marketing and Communications Manager, Suffolk Libraries, regarding upgrading the library signage at the entrance to the Church Street car park. It was suggested that the main sign could be simplified by omitting the opening times, with those being displayed permanently on the notice board above. The need for additional, direction signing at the far end of the car park was suggested. Firstly it was thought that Babergh District Council should be consulted as well as the car park remains in their ownership. Posters for events at the Library often take up several spaces on the notice boards, and there is no problem with that, but the suggestion of another, permanent, notice was not welcomed as it would reduce further the space available to other community groups.

It was suggested that the protocol for posting on the notice boards should be reviewed and published again in Lavenham Life.

2 Lady Street (Lavenham Hub) – acquisition and operation

Although the desire originally was to progress to a sub Post Office operation it did not appear that financially this would be possible. This would require paid staff for 30 hours per week to run the Post Office element, cross-over of paid staff and volunteers is not possible, and it is clear at this stage that this is not financially viable. A full Post Office service remains an aspiration but the operation of No 2 Lady Street needs to run for a bit longer before the future position can be gauged. With political changes ahead and the Post Office reducing commission on activities they engage in, the proposition is that things remain as they are for the moment.

It would appear though that the retail element is doing better than expected.

Christmas Fair and Christmas lighting

Mrs Norman thought that the lighting scheme is complete now, ready for the Christmas Fair this weekend. She hoped that next year and programme of works could be agreed which would give more control over the installation.

Matters to be brought to the attention of the Parish Council

Dr Posner reported that a pamphlet highlighting walks in our area, as well as the Lavenham Walk, has been produced by the Dedham Vale AONB and the Stour Valley Project. Katherine Davies, the Stour Valley Visitor Development Officer, is behind the project and excellent contributions have been made by David Jones and Graham Patrick amongst others. The pamphlet will be widely available and has been produced at no cost to the Parish.

Dr Posner also made a general plea that no documents can be considered at a meeting unless circulated at least 72 hours before that meeting.

Mr Reeve mentioned how difficult it is to interrogate the CIL website in order to access more detailed information about developer contributions.

The meeting closed at 9.15 pm.

Date of next meeting: The next meeting will be held on Thursday 2nd January 2020.