

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 5<sup>th</sup> September 2019 at 7.30 pm.

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

Mrs A Norman, Mr B Panton, Mr A Searle, Dr C Posner, Mr I Lamont

Mr R Lindsay, Suffolk County Councillor. Mrs M Maybury, District Councillor for Lavenham Ward.

4 members of the public

**Public Forum** - No requests to speak

**Police Matters** – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the August 2019 copy of the new-look newsletter, second edition Constable's County, which will be published at two-monthly intervals. The newsletter provides an update on policing from the East, West and South policing areas of the County.

The summary of crimes reported within the parish of Lavenham is listed on [www.police.uk](http://www.police.uk), search by postcode on Find your Neighbourhood. Crimes recorded within the parish of Lavenham in July 2019: 1 x Criminal Damage/Arson; 1 x Ant-Social Behaviour; 1 x Theft other, 3 x Violence or sexual offence.

It was noted that several break-ins had been reported in Long Melford. It was understood that somebody had been going around Lavenham calling on houses and looking for gardening work. Mr O'Mahony reminded the Councillors of the 'No Cold Calling Zone' which was adopted in Green Willows about 18 months ago, this could be extended to other localities in the village or the village as a whole. Notice to go in Lavenham Life to see if there was any enthusiasm for this.

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

Mr Lindsay talked through the part of his report regarding the suggestions for improved signing for the weight restriction in Water Street and the need for any additional signs to be financed. Mr Reeve felt that as this is a Suffolk Highways scheme they should be financially responsible for ensuring that signage is appropriate and effective.

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

Mrs Maybury reported that the Free Swims for Under 18s scheme had received just over 393 registrations, at the Hadleigh Pool there had been 1,200 free swims costing £4,000, and at Sudbury Pool 3,289 free swims costing £13,000.

Dr Posner mentioned the number of dustbins which were constantly being left out on the pavement, not taken in between collection days. Many of these appeared to belong to holiday lets. Mrs Maybury said she would take this back to the District Council for enforcement to investigate.

**The Minutes** – Prop. by Mr O'Mahony, sec. by Mr Lamont, the minutes of the meeting held 1<sup>st</sup> August were approved. Carried.

**Declarations of Interest** – none

**Apologies for absence** received from Mrs Baker, Mrs Twitchett, Miss Mortimer,. Also Councillor Arthey.

### **Matters arising and update of outstanding issues**

Mrs Baker had been unable to attend the recent meeting of the Friends of Lavenham Library but a short report had been included by Colin Rockall in the email he had sent giving details of Suffolk Libraries Day and the request for a donation to support this.

Regular activities for children and for older people continue to be well supported.

The Summer Reading Challenge held during the school summer holidays has again been a great success, 69 children signed up for the challenge and we are hopeful that around 50 will complete the challenge of reading 6 books. In the past 3 years, there has been a fourfold increase in the number of participants.

Fund raising over the coming months will include a quiz night and the provision of refreshments at the Lavenham Literary Festival

Suffolk Libraries Day on 12 October is being held to raise the profile and much needed funding to Suffolk Libraries - a charity contracted by Suffolk County Council to provide services in 44 libraries, which extend way beyond the traditional concept of a public library and fills gaps in community support.

We are arranging a range of activities for all ages at the Village Hall on that day.

Mr Reeve mentioned the expected CIL payment for the development in Bears Lane, the total would be £235,000, Parish Council element £65,000. He also pointed out that the PWLB loan had been taken out specifically to pay for the LED lighting conversion works.

Dr Posner raised the subject of the recent spate of fly-posting throughout the village and asked that this be listed as a future agenda item.

Mr Panton had attended the meeting to discuss the possibility of producing a free monthly magazine which would be delivered to every household in the village. Costs would be covered by the sale of advertising space and it was envisaged that although there might be a shortfall for the first two editions it should take off by the third month. It was hoped that a small group would come together to investigate further.

### **Finance and Strategy**

#### **Invoice paid between meetings:**

Paul Holland, painting & repairs 2 Lady Street £387.50

#### **Cheques for payment:**

idverde, public toilet works Aug £1,860.00: JPB Landscapes, grounds maintenance/street cleaning Aug (grounds maintenance £1,058.77, street cleaning £1,428.79) £2,487.56: Kinex, phone account Aug £24.24: Lavenham Community Council, village hall meeting room hire 29/08 £18.00: British Gas, electricity supply to Church Street toilets £18.97: Leslie Drew, engineering design services Tenter Piece Common Room £792.00: Payroll (incl HMRC PAYE) £1,207.06: Lavenham Pre School, 50% subvention payment 2019/20 £1,500.00: Anglian Water Business, water charges for Church St toilets/Prentice St toilets/Cemetery £863.38/115.53/11.93: Suffolk Tree Services, tree watering/grass cutting removal £588.00: Karzees, First Meadow toilet rental 4 weeks 2 days minus Credit Note £128.00: Playdale Playgrounds, replace damaged swing seat, delivery etc. £1,474.76: NFU Mutual, annual insurance premium £1,331.05: Sudbury Town Council, Sudbury Warden services 01/04/19 to 30/06/19 £806.22: Friends of Lavenham Library, membership donation and cash for prize on Suffolk Libraries Day £75.00.

Babergh District Council Remittance Advice, payment No. 2 of 2019/20 Precept £37,500.00.

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

### Finance Group budget review recommendations

The Finance Working Group had met on 29<sup>th</sup> August to review the update of income and expenditure and recommend any possible adjustments to the budget. The financial update and recommendations had been circulated to all Councillors, it was proposed by Mr 'Mahony, seconded by Mrs Norman, that the financial update is approved, the budget recommendations will be actioned. Carried.

It was noted that allowances for work to amend the Neighbourhood Plan will be made in the 2020/21 budget.

### Consider donation to Suffolk Libraries Day event at Lavenham Library

Colin Rockall, Chairman of the Friends of Lavenham Library, had suggested that the Parish Council could support the Library on Suffolk Libraries Day by becoming a member of the Friends or making a donation to be used as a prize in the raffle which will run in the week leading up to 12<sup>th</sup> October. It was proposed by Dr Posner, seconded by Mr Lamont, that the Parish Council supports the library by becoming a member with a donation of £50 and donating a prize of £25 to the raffle. Carried.

### **Planning**

#### Planning Applications Received:

DC/19/03737 & DC/19/04040 Gable End, 29 High Street, Lavenham

Application for Listed Building Consent- Internal works as detailed in Inspection Report / Schedule of Works - Ref: 10749D and 10749T

& Application for Listed Building Consent- Creation of opening and removal of infill material in internal wall

Prop. Dr Posner, sec. Mr O'Mahony, recommend approval. Carried.

DC/19/03768 50 High Street, Lavenham

Householder Application - Erection of single storey side extension

Prop. Mr Lamont, sec. Mr O'Mahony, recommend approval. Carried.

DC/19/03744 & DC/19/03541 14 Prentice Street, Lavenham

Application for Listed Building Consent - Insertion of rooflight and internal alterations as described in the heritage/design and access statement and on proposed plan BD/248/20

& Application for Listed Building Consent - Installation of injection chemical damp proof course and associated removal of modern plaster, re-plaster with cavity drain membrane and modern plaster, removal of old plaster and re-plaster with hair/lime plaster

Prop. Mr Searle, sec. Mr Panton, recommend approval, subject to Babergh approving adequacy of internal structural proposals. Carried.

DC/19/03688 The Hall, Hall Road, Lavenham

Application for Listed Building Consent. 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

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

DC/19/03987 & DC/19/03988 The Hall, Hall Road, Lavenham

Householder Planning Application & Application for Listed Building Consent - Insertion of doors into external wall (following part demolition of wall)

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

DC/19/04042 Barnsdale, Bolton Street, Lavenham

Notification of Works to Trees in a Conservation Area - T1 (Silver Birch) - Reduce crown by 40%, T2 (Maple Crimson) - Reduce by 30%, shape and balance. T3 (Pyrus Chanticleer) -

Reduce height by 1/3 and raise crown. T4 (Cherry) - Reduce height by 50% and sides by 2m.

Prop. Mr O'Mahony, sec Mr Searle, recommend approval. Carried.

DC/19/04039 Land South Of Clay Hill Lane, Lavenham - an extension of time to respond is

granted to 4<sup>th</sup> October and this application will be considered at the meeting on 3<sup>rd</sup> October.

**Planning Decisions Received:**

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

AP/19/00055 & AP/19/00054 Appeal Start Date: 02/08/2019

Appeal references: APP/D3505/D/19/3223328 & APP/D3505/Y/19/3223330

An appeal has been made to the Secretary of State against the decision of Babergh District Council to refuse permission in respect of Householder Planning Application & Application for Listed Building Consent - Insertion of a new window at 37 Water Street, Lavenham DC/19/03041 Caustons, Bolton Street, Lavenham - Listed Building Consent for alterations to wall to enlarge access and erection of timber gates.

Planning Ref: SCC/0054/19B Lavenham Primary School, Barn Street, Lavenham

Approved by delegated determination on 07 August 2019 - Adaptation of existing outbuilding for the use as a covered play area. Works to include new windows and doors. Taking down of a non-load bearing internal wall. New sink, consumer unit, suspended ceiling and flooring.

**Operations**

Traffic matters already considered with County Councillor's report. The County Council had not responded yet to the Parish Council's comments at the six month point of the Water Street weight restriction.

Permission has been given for the proposed seating and planters on the pavement at the junction of Church Street and Sudbury Road. Following installation Babergh will reposition the street nameplate. The design of planter had been identified and it was agreed these should be black in colour and have the Lavenham Coat of Arms displayed on one side. The planters have a water reservoir which will help reduce frequency of watering, Mr Reeve will research suitable planting schemes.

Sudbury Wardens, Service Level Agreement – the meeting scheduled for this morning with the Sudbury Town Clerk and Community Warden Supervisor was cancelled but an alternative date has been agreed, 11<sup>th</sup> September, when the Service Level Agreement will be discussed.

Gas Works site – following the meeting on 8<sup>th</sup> August the offer was made to donate the site to the Parish Council together with a sum of money to refurbish the gas holder and support in researching and making available the history of the site. This still has to go to the Board and a report and costings is awaited. Burkitts Solicitors had been recommended to represent the Council and Mr O'Mahony said that he had approached Andrew Butcher, who is a Quantity Surveyor, to act as site agent. It was proposed by Mr O'Mahony, seconded by Mr Sheppard, to proceed subject to conditions and appoint Burkitts as Solicitors and Andrew Butcher as Site Agent. Carried.

Lavenham Walk, the way forward – Dr Posner's report and options review had been circulated to all Councillors and comments invited.

Mr Reeve said that he was not in favour of signing the lease, this was too arduous, he was in favour of Option 4, entering into an agreed management regime. An invitation to all Councillors to give an opinion revealed the majority in favour of a negotiated Management Agreement. Proposed by Dr Posner, seconded by Mrs Norman, and agreed. Suffolk County Legal and the officers involved previously will be informed of this decision and, before officers are involved again, a meeting will be sought with two Members for the County, possibly with input from Mrs Maybury for BMSDC in view of the District Council's Green Spaces initiatives.

Dr Posner was thanked for the work he had put into producing his reports, with support from Mr Warden.

**Housing and Social**

CLT - the houses are nearly completed, all shared ownership are sold and allocations for the

rentals are being made. Handover will be in 2 stages, October 4<sup>th</sup> and the following week.

The CLT AGM held on 21<sup>st</sup> August began at 4 pm. with a tour of Peek Close.

LED lighting – work continues. As reported last month the PWLB loan of £100,000 has been received. Taking into account the reduction in power and maintenance costs the scheme should pay for itself within 15 years.

Tenter Piece – a specification, including a Structural Engineers report, had been produced by Barry Whymark for the Parish Council. This had been forwarded to Babergh and their comments are awaited.

### **Correspondence had been received from:**

Philip Smith, requesting use of the First Meadow car parking area for trade stands for the 2020 Volkswagen Show taking place on Saturday 20<sup>th</sup> June 2020. From arrival on Friday pm. and remaining until Sunday am. Although car parking is allowed on the First Meadow this application would imply that trading would take place on the area and overnight camping if the stands were to be there from Friday afternoon until Sunday morning. Neither of these activities are allowed on common land. Mr O'Mahony will look into this further and report back.

Wendy Gibson and Anne Toft, wishing to start a bereavement support group in Lavenham. This will be advertised in Lavenham Life in order to measure support. Expenses will be kept to a minimum as meetings will be held at 11 Market Place. The support of the Parish Council is sought, any help which can be offered would be gratefully received. The Parish Council was supportive of this new initiative but could not identify any practical help which could be offered at this time although if in the future any financial support is needed a request for a small donation would be favourably considered.

### **2 Lady Street**

Sales are increasing and takings are exceeding expectations.

Investigations are continuing into the viability of changing to full Post Office standard, this would mean operating on the basis of commission sales of the Post Office rather than staffing with a paid salary. It might also mean that the Post Office would have to be open for the same hours as the Visitor and Community Information Centre and the operation subsidised by the Parish Council to some extent. It was prop. by Dr Posner, sec. by Mr Sheppard, and agreed that the Parish Council would support the principle of a full Post Office subject to continuing investigations by Mrs Morris and Mr O'Mahony and a proposal coming forward.

### **Matters to be brought to the attention of the Parish Council**

No other organisations had come forward to inform FOLA of events planned for the VE Day 75 weekend in May 2020. Further discussion of VE Day 75 will be on the agenda for the October meeting.

Mrs Norman reported that the electricians engaged to erect the Christmas lighting had now withdrawn, an alternative contractor will be sought.

Other subjects for future agendas: Suffolk County Council Highways Self Help Scheme; suggestion of pedestrian crossing in Church Street

There will be a special meeting on Tuesday 10<sup>th</sup> September dedicated to discussions in respect of the Parish Council's response to the draft Joint Local Plan. The next monthly meeting will be held on Thursday 3<sup>rd</sup> October 2019.

The meeting closed at 10.10 pm.