

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 6th February 2020 at 7.30 pm.

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

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

Mr C Arthey, Babergh District Councillor.

1 member of the public.

Information regarding Miss Mortimer's resignation from the Council had been circulated to the Councillors prior to the meeting. There are now two vacancies to be advertised.

Police Matters – Go to <https://www.suffolk.police.uk/your-area/snt-newsletters> for the February 2020 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 an explanation of the Constabulary budget and the level of Council Tax to be charged for policing in Suffolk for the coming year.

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 December 2019: 2 x Public Order offence, 2 x Theft Other, 3 x Violence & sexual offences, 1 x Burglary.

Invitation from Cllr Michael Holt, Cabinet Member for Economic Growth, Chadacre Ward to two representatives from Lavenham Parish Council to attend a Police Engagement Meeting for Parish Councils at Glemsford Village Hall on Monday 23rd March starting 7 pm. PC Jon Gerrish will be attending and if it turns out to be a success then it may be possible to arrange quarterly meetings which could be valuable for the communities.

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

Mr Lindsay is still not well enough to attend meetings. Mr Reeve to contact the Leader of the Council to ascertain whether it might be possible to refer any enquiries or problems to another Member until Mr Lindsay is recovered.

District Councillor's Report, Mr C Arthey

Mr Arthey noted that Mrs Maybury had circulated a brief report which included details of the new Housing Assistance Policy which was approved on 11th December 2019. The Grants for Home Adaptations (minor) which stood at a limit of £5,000 has been increased to £7,500. Residents who have a need are encouraged to apply for this, it is not means tested for private homes and tenants can also apply.

The draft General Fund and Housing Revenue Account budgets will be presented to Cabinet next Tuesday (11th Feb). They provide for a 3.1% increase in Council Tax (+£5 per annum for a band 'D' dwelling), and a rent rise of 2.7% (+£2.19 per week average).

Also in the budget is an increase from £2 to £3 for long term parking in the Council's car parks, and a new 3 year rolling commitment to funding contribution for Sudbury CAB of £53,500 per annum. Both budgets go to full Council for final approval.

Also going to Cabinet next week is the Joint Area Parking Management Plan ahead of Civil Parking Enforcement powers transferring to the District Council in April.

Last week there was a two day exhibition in Sudbury to show various projects and proposals for the town. They included Kingfisher Leisure Centre, Gainsborough's House, St Peters, Market Hill, and Belle Vue house and park.

Work is also underway to build Hadleigh's new pool. The current pool will close on 20th March.

Saving the best to last, Lavenham's revised CIL bid for £190,000 towards the Gas Works site just scraped into this bid round with final details received hours before the papers were prepared for printing! It is likely that community project funding will be capped at £75,000 in the next bid round, so if the application had slipped into the next round there may well have been £115,000 less available. Final approval of bids is at Cabinet in early March.

Mr Reeve reported that he will be attending a meeting to discuss possible piloting of a scheme whereby Parish Councils could be given delegated authority to determine small householder applications.

The Lavenham Priory application goes before the Committee for a decision next Wednesday, the 12th. Mr Sheppard will be speaking on behalf of the Parish Council.

The Minutes – Prop. by Mr O'Mahony, sec. by Mrs Twitchett, the minutes of the meeting held on 2nd January 2020 were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Mr Lindsay and Mrs Maybury.

Matters arising and update of outstanding issues

As a result of a Freedom of Information request Dr Posner had received details of Suffolk County Council's expenditure on the Lavenham Walk from 2011, however he had found parts incomprehensible and would be seeking further clarification.

Finance and Strategy

Invoices paid between meetings:

Major W G Hunt, College of Arms, framing Letters Patent granting Arms £695.00: Birketts, professional charges for providing high level letter of advice re Gas Works site £540.00: JLP Landscapes, street cleaning Dec/grounds maintenance Nov/Dec £2,256.79.

Cheques for payment:

Lavenham Pre School, 2nd payment 2009/20 subvention £1,500.00: idverse Ltd, public toilet works for January £1,860.00: : JLP Landscapes, street cleaning Dec/grounds maintenance Nov/Dec £1,842.79: Kinex, phone account January £37.56: Seago & Stopps Payroll Solutions, payroll services q/e 05/01/20 £93.60: Sterling Electrics, final payment for Christmas lights installation/removal £500.00: A & D Fayers, Christmas tree for Churchyard £35.00: Sudbury Town Council, Warden services 01/10/16 to 31/12/19 £775.50: J I Turner Electrical Ltd, No 2 Lady Street replacement of heaters £1,968.00: Payroll (includes repayment of Employer's NIP contributions for 2018/19 and 2019/20) £1,332.91: R Norman, various maintenance/installation works 2019/20 £1,500.00: Perrywood, plants for Church Street junction planters £52.15: British Gas, electricity charges at Church Street toilets £16.17.

Direct Debit to Total Gas & Power 31/01/2020, electricity supply to Prentice Street toilets £80.10.

Cheque for £400.00 received from resident of The Glebe, 50/50 payment for work to Lime trees on the Cemetery boundary with her garden.

A letter to the Bank requests the transfer of £11,000 between accounts. Barclays have also written informing the Council that they will be issuing a Business Deposit Card to replace paying in slips for paying in cash at the Post Office.

Receipt of Lavenham Parish Council's Precept Upon the Charging Authority with a precept for 2020/21 of £80,000.00 has been acknowledged by Babergh D C. This will be paid to the Parish in two instalments, 50% in April 2020 and 50% in September 2020. This precept gives the Parish a Council Tax Band D amount of £88.14. This is an increase of 4.96% on 2019/20. These are the amounts that will be shown on the Council Tax Bill.

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

Financial update – an update of income and expenditure up to 31st December 2019 had been circulated. In reply to a query regarding the estimated costs of street cleaning, Councillors were reminded that a grant covering part of the costs is received from Babergh D C. It was proposed by Mr Sheppard, seconded by Mr Lamont, that the financial update is approved.
Carried.

Tree Works quotations – three quotations had been received from Suffolk Tree Services, for works on the First Meadow £2,030, annual works to remove ivy, self-set trees and brambles at the Cemetery and trimming the Laurel hedge £600, tree surgery at Old Gas Works site £700. Prop. Dr Posner, sec. Mr O'Mahony, accept all three quotations. Arrangements will have to be made for access to the Gas Works site.

Also, as works to the Goat Willow are on the Common rather than the First Meadow, a letter will be sent to Mr Steed to check that he approves and also ask if he would also approve some additional tree planting on the Common.

Planning

Planning Applications Received:

DC/20/00151 Peddars Way, Bears Lane, Lavenham

Application for works to tree(s) in a conservation area – T1 Ash - Fell

Recommend refusal as there does not appear to be an evidence to support the reason for felling.

DC/20/00246 25 Green Willows, Lavenham

Notification of Works to Trees Protected by a Preservation Order - T1 Field Maple (Acer Campestre) - fell dead/dying; fell (clear fell) due to tree rapidly declining; large wound exposing cambium layer; poor immediate environment.

Recommend refusal, the application is not complete. There are no proposals for planting a replacement, or any reason given for not wanting to replace, which can be considered.

DC/20/00251 2 The Maltings, Barn Street, Lavenham

Application for Listed Building Consent - Installation of external pipework and balanced flue for new boiler installation

Recommend approval.

The above recommendations were proposed by Mrs Norman, seconded by Mr O'Mahony and agreed.

Planning Decisions Received:

DC/19/03744 14 Prentice Street, Lavenham – Approval Discharge of Conditions Application for Condition 3 (Rooflight)

DC/19/05814 Hawthorn, 3 Mayes Farm, The Common, Lavenham – No Objection to works to trees within a consultation area, (T1) Silver Birch – fell, (T2) Silver Birch – fell

DC/19/05239 & DC/20/00085 Land South Of Howlett Of Lavenham, Melford Road, Lavenham

Discharge of Conditions for DC/17/03100 – Condition 20 (Deliveries Management Plan) & Discharge of Conditions for DC/19/01385 Condition 3 (Agreement of Materials)

DC/19/05888 Cemetery, Bridge Street Road, Lavenham – Consent Granted to Carry out

Works to tree protected by a Tree Preservation Order, raise crown of Scots Pine (T1) by 2-3 m. and reduce the larger branch of the south side by approx.. 2 m.

DC/19/05913 14 High Street, Lavenham - – Consent Granted to Carry out Works to tree protected by a Tree Preservation Order, (T1) Lime, remove 2 no. lower branches, raise crown by 4 ft. and thin canopy by 20%

DC/19/05666 2 The Maltings, Barn Street, Lavenham – Refusal of Listed Building Consent, Alterations to 2 no. rear windows

DC/19/05825 First Floor, The Black Barn, Hall Road, Lavenham – Babergh District Council has determined that the Prior Approval of the Planning Authority is Not Required for a proposed Change of Use from Offices (Class B1(a)) to Dwellinghouses (Class C3) Forming 4no two bed apartments. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class O

DC/19/05222 Former Gas Works, Water Street, Lavenham – planning permission granted for Change of Use from gas works site to Public Carpark

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

B/16/00437 Land North West And South West Of, Norman Way, Lavenham

Condition 3 (Archaeological Works), Condition 4 (Archaeological Works), Condition 16 (External Lighting) and Condition 27 (Approval of Allotments)

Operations

Gas Works site – the CIL bid has already been touched on in our District Councillor’s report. A keyholder had been present on site on Friday 31st January and contractors had been allowed to view the site. Three construction quotes had been received by 11 am. on the following Monday. A concern had been raised because one of the contractors had noticed, and queried, a mushroom shaped ventilator beside a manhole cover which did not appear on the Atkins report. Mr O’Mahony will pursue the purpose of this. National Grid want the Parish Council to sign up to Heads of Terms.

Historic England will be invited to get involved with the site again.

The Town and Parish Liaison meetings had raised the subject of management capacity and it was agreed that inter-Parish talks should take place to compare experiences.

Dr Posner commented that this project had come a long way and congratulated all those who had been involved so far.

LED Street Lighting – Mr Lamont had been informed that three more lights should be installed in the next week.

SCC and BDC lists update – it was thought that little will happen in respect of the SCC lists until Mr Lindsay is back. Somebody has been instructed in respect of BDC leases but not Heads of Terms are available yet. It was proposed by Mr O’Mahony, seconded by Mrs Norman, and agreed, that the planning application for works to the Prentice Street toilets and car park should be progressed based on the drawings circulated. A CIL bid could be put forward in April, the bid month is May. A contribution will also be made by the Parish Council towards the works.

Lavenham Walk – Dr Posner had made a second Freedom of Information application to SCC.

Housing and Social

Good Neighbours Scheme and Dementia Alliance – the monthly Common Room tea had taken place today, a full house with 18 attending plus helpers and a speaker arranged via the Co op on the subject of Tax, Care and Toyboys. This had been very interesting and prompted many questions.

The year’s programme has been arranged and includes two trips and the Christmas Party which will be held on Friday 11th December. The Scheme is going really well.

Sue Calver is again involved with the Dementia group and this is being linked to the

Sudbury Dementia Action Alliance. It is very quiet at the moment and new ways of spreading the word are being considered including information sessions. The GNS, Dementia group and Bereavement group will be represented at the Parish Council community engagement events. The Dementia Group Ipswich, run from the Sue Ryder Home, are coming out to visit. An outing is planned for April.

Correspondence had been received from:

Janey Auchincloss, requesting permission to hold the Gardeners Market on the Market Place again during the Hidden Gardens event, the date will be Sunday 7th June. As this took place last year this was approved.

John Pawsey thanking the Parish Council for their very generous donation towards the memorial to the men of the 487th Bomb Group from Lavenham Airfield.

Dinah James of the Lavenham Tour Guides regarding the display of their posters on the village notice boards The notice boards and protocol for their use are to be discussed at a future meeting.

A Lavenham resident had contacted the website thanking the Parish Council for its efforts to clear the parked vehicles from the corner of Bridge Street Road/Church Street, he felt this had made the junction much safer for vehicles and people on foot, although it was a pity that one vehicle continues to manage to park on the pavement there.

John Sparkes, Executive of Suffolk Neighbourhood Watch Association asking if the Parish Council would consider supporting them with a donation, £50 suggested by them. At the moment there is no NW scheme operating in Lavenham. Advice to be sought as to what would be involved in the possible starting of a new scheme in the village, or whether there are more efficient ways of disseminating information about crime patterns etc.

Street Naming, Hopkins Homes site on Melford Road

It was agreed that some of the historic Lavenham family names should be suggested for the road(s) on this development.

Christmas Fair and Christmas lighting

A meeting is planned for Thursday 27th February in order to engage with the village businesses and seek new and additional volunteers.

Village events – VE day anniversary; VW weekend

FOLA is bringing groups together to co-ordinate village events. The Parish Council is not leading but will support and continue to liaise. It is expected that dedication of the memorial to honour the US military service members from Lavenham who died in World War 2 will take place on Sunday 10th May.

The request from the VW group to use the First Meadow was now for use as a display area not trading/overnight camping.

Matters to be brought to the attention of the Parish Council

Future agenda items: Civil Enforcement & Sudbury Wardens; Protocols for Notice Boards; Grants and Donations

Date of next meeting: The next meeting will be held on Thursday 5th March 2020.

The meeting closed at 9.20 pm.

COMMUNITY ENGAGEMENT EVENTS: Sunday 5th April 2020, Lavenham Village Hall, 11 am. to 1 pm. & Tuesday 7th April 2020, The Guildhall, 6 pm. to 9 pm.