

LAVENHAM PARISH COUNCIL

To: Members of Lavenham Parish Council

You are duly summoned to attend the next meeting of Lavenham Parish Council to be held at 7.30 pm on Thursday 1st February 2024 at Lavenham Village Hall, Church Street, Lavenham.

Public Attendance

Members of the public and press are welcome to attend. At item 5 the public will be invited to give their views/question the Parish Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 mins. duration.

AGENDA

- 1. Apologies and approval of absences**
- 2. Declarations of Interest**
- 3. To consider requests for dispensations**
- 4. To approve as accurate minutes of 11th January 2024 meeting of the Council**
- 5. Public participation session (15 minutes)**
- 6. Local Authority Councillors' Reports**
- 7. Chairman's Announcements**
- 8. To receive a report concerning sites for Speed Indicator Devices.**
- 9. To receive a report concerning Lorry Management and Water St signage.**
- 10. To receive a report concerning the Melford Road verge.**
- 11. Increase in Burial Fees: Motion to increase fees.**
- 12. To receive a report concerning the re-wilding of Public Open space.**

13. Clerk/RFO Report

13.a Motion: to approve Accounts for the months ended 30 November 2023 and 31 December 2023.

13.b. Motion to approve November and December 2023 Receipts and Payments.

14. Planning

14.a To receive an update on Planning Decisions received in January 2024.

14.b To receive a report and recommendations from the Planning Group.

14.c Local Validation Lists: Motion to delegate authority to respond to Babergh DC to Planning Group.

15. LNP

To receive a report concerning the Parish Council's response to the second Focused Consultation.

16. Date of next meeting – Thursday 7th March 2024



Andrew Smith
Clerk to the Council
Parish Office
Church St
Lavenham

Date: 26th January 2024

PARISH COUNCIL MEETING

Held on Thursday 11th January 2024, commencing at 7.30 pm. in the Village Hall.

Full reports and supporting documents can be found on the Parish Council website under Meetings, January 2024 Meeting Pack. Paper copies are also available.

A District Councillor and a County Councillor spoke during the Public Participation session. This meeting did not contain a section for local Councillor reports. This meeting was convened to consider only Planning matters.

Present:

Chair: Cllr Janice Muckian. Cllrs: Alison Bourne, Matt Chick, Iain Lamont, Mary Morrey, Jane Ranzetta and Chris Robinson. Eight members of the public.

Opening Statement by the Chair:

The Chair began by welcoming everyone and introduced herself.

1. Apologies and approval of absences

Apologies received from Cllrs Falconer and Mitchell, the Clerk reported that these absences had been explained. Cllr Domoney had not responded to the invitation to the Meeting.

2. Declarations of Interest

No declarations of interest had been received.

3. Requests for Dispensations

The Clerk reported that none had been received other than those previously reported.

4. To approve as accurate minutes of the 14th December 2023 meeting of the Council

The Clerk reported that a Member of the Public had notified the Clerk that a portion of his comments in the Public Participation session had not been recorded in the first draft of the minutes. The Clerk thanked the Member of the Public and directed Councillors to the sentence which had been added.

Motion: to approve as accurate the minutes of the 14th December 2023 meeting of Council.

Proposed: Cllr Chick

Seconded: Cllr Robinson

Decision: The minutes of the 14th December 2023 meeting of the Council were approved as accurate with no votes against. Cllrs Morrey and Ranzetta abstained, neither had been present at that meeting.

5. Public participation session

The Chair began by welcoming all observers to the meeting of Council explaining to all present that this meeting is being recorded for the purpose of minute taking only and that after the minutes have been approved the recording will be destroyed.

The Chair reminded all that this is not a public meeting, but a meeting of the Council held in public. Members of the Public who wish to ask a question, or make a statement, have 3 minutes. She explained that if a question cannot be answered tonight Members of the Public should inform the Clerk of their email address and will receive a written response within 28 days.

Members of the Public were respectfully asked to maintain silence during the Council's deliberations and not to approach the Councillors.

Councillors were requested not to engage with Members of the Public when Council is in session. All were asked to ensure that their mobile phone was on silent.

The Chair asked who would like to speak and two Members of the Public raised their hands.

A Member of the Public explained that in his opinion it was incorrect to refer, in the minutes of the December 14th 2023 meeting to one of those who spoke in the Public Participation session as a 'Member of the Public' when that person was a Parish Councillor speaking from the Public Participation area having been asked to do so. He said that in his opinion this was a misrepresentation of the situation and that he considered it important to make the distinction between Parish Councillors and Members of the Public as Parish Councillors are representatives of the village and not Members of the Public. He reminded all that the person had spoken with respect to the Allotments but had not been allowed to read out a representation, concerning the precept, which he had been requested to do by this Member of the Public. In his opinion this event had been 'sanitised' in the minutes.

The same member of the Public referred to the Chair's statement at the December 14th 2023 meeting that the precept in Lavenham had been historically low and needed to be increased commenting that Lavenham has the fifth highest precept in Babergh behind Sudbury, Hadleigh, East Bergholt and Pinewood. Each he said was much larger, particularly Sudbury and Hadleigh, with East Bergholt being two and a half times the size of Lavenham. In his opinion the Chair's statement was incorrect and in danger of becoming perceived as 'a fact'. He concluded by highlighting that Lavenham's Band D precept is £2,056 with the aggregate of Babergh, Suffolk CC and the Police and Crime Commissioner being £1,942. He concluded by saying that he considered the Lavenham precept not to be 'low'.

The Clerk replied that Council Practice was always to refer to those speaking from the Public Area as 'Members of the Public', this is he said had been standard practice for some time. He reminded all that the reason that individual spoke from the Public Participation area was because he had an interest in a matter on the agenda for that meeting and so could not speak on it as a Councillor and so had spoken on it as a Member of the Public.

The Clerk explained that the Member of the Public had acknowledged that the minutes of the December 14th 2023 meeting accurately report the Chair's statement concerning the precept and so the minutes are correct. He would ask the Chair to respond to the Member of the Public's comments criticising the accuracy of her statement.

A Member of the Public told the Meeting that over 4,000 have signed the petition against the Babergh imposition of car parking charges and that Babergh Cabinet had intended to push this through without debate of the whole Council and consult only with the Town and Parish councils where the car parks are located and not the wider community or other Parish Councils. He explained that because of the number who have signed the petition there will now have to be a debate of the whole Council.

The same Member of the Public reported that Babergh District Council intends not to ring-fence parking revenues for improvements to parking services but to these revenues also to contribute towards General Funds. This he described as 'the thin end of a wedge'. He reported that no economic assessment has been carried out of the effects of the proposed charges. He concluded by saying that the Lavenham District Councillors will challenge the figures presented by Babergh Council of the costs of running the car parks and saying that he believes there will be consequences, in Lavenham, on on-street parking and local retailers. He urged all to sign the petition which he said was in many shops in Lavenham, in hard copy form, for people to sign.

A Member of the Public asked why, considering Sudbury and Hadleigh Town Councils had come out very strongly against the proposals, why Lavenham Parish Council had not made a strong, similar, statement.

The Chair explained that on the Parish Council website were notes of a meeting with Babergh Council Officers in which the Parish Council and others had expressed their concerns and that those Officers are therefore aware of local views. Additionally, she explained, Council had not met since before Christmas and for Council to issue such a statement a motion must be proposed and seconded and voted on. Babergh Council, she reported, had made no concrete proposals. The Clerk added that it was up to Councillors to consider whether they wished to propose a motion for the next Council meeting, that this meeting had been advertised and intended to be only about Planning matters and currently it was not possible to criticise the vague proposals 'forensically'.

A Member of the Public urged Council to consider the arguments for charges considering the reduction in Central Government support to Local Authorities and the backlog of Council House repairs in the District. Many of those tenants, he said, cannot afford a car. Babergh, he pointed out, is one of a very small number of Councils who provide free parking and that in Lavenham cars are used unnecessarily. He said that research, from around the country, shows very little or no effect of charges on local businesses.

A Member of the Public asked if an Extraordinary General Meeting could be held to discuss Car Parking Charges. The Chair replied that the next meeting is only three weeks away with an Agenda and Papers deadline two weeks away.

A Member of the Public told the meeting that only 14% of Babergh residents do not have a car a proportion of whom live centrally in the larger towns and that a survey by Deloitte reported that 60% of respondents consider free parking first when choosing to visit town centres.

Cllr Robinson suggested that it might be sensible to wait until detailed proposals are published and then an agreed response made by all the effected Councils.

6. Chairman's Announcements

The Chair reported that:

- a) The responses from Suffolk Highways to the questions raised at the Public Meeting on 30th November 2023 are now on the Parish Council website.
- b) Suffolk Highways were continuing to refuse to properly maintain the Melford Rd verge and that Highways has given Councillors four options. These are to pay Highways to do the work, engage Qualified Contractors to do the work, employ its own Qualified staff to do the work or the work could be done by a Community Group who had attended a one day course, organised by Highways, at a location determined by Highways, required to ensure that they are suitably qualified to do the work.
- c) The Clerk will shortly be leafletting people at each end of the Lower Rd flood zone asking whether they would like to volunteer to be part of a sign pointing out group. This will require all volunteers to attend the one day course.
- d) The Phone boxes remain insitu because BT have still not disconnected them from the power, BT have apologised and repeated their promise to do this.
- e) Gigaclear has informed the Council that they will be running a public meeting at the Swan and will be setting up a pop-up point in the Market Place to answer questions from Members of the Public.
- f) Council has answered a Freedom of Information request from a Member of the Public.
- g) The Council has sent notes of thanks to all those who helped with the printing and distribution of the Christmas Lavenham Life and Parish Newsletter.
- h) The Council would like to thank all of those who responded in support of the Council's application for improved local bus services.

Cllr Ranzetta expressed concern that Gigaclear might dig in Water St unaware of the Culvert below. The Chair responded that Water St was not on the list of digging locations provided by Gigaclear. The Clerk added that Gigaclear had agreed to share a Digging Plan and had not honoured that arrangement.

7a. To receive an update on Planning Decisions received in December 2023

The Clerk reported that only one decision had been received and that it was an approval in line with the recommendation of this Council. He added that that no decision had been received from Babergh Council with respect to the Second Meadows project.

7b. To receive a report and recommendations from the Planning Group.

DC/23/05658 APPLICATION FOR PLANNING PERMISSION Rowan Cottage, The Common.

Erection of a single storey rear extension to car port and installation of cladding to side flank wall.
Comments by 12th January 2024

This property is inside the Conservation Area & Settlement Boundary. It is not listed. Currently there is a Car Port to the side of Rowan Cottage. The side finish is wooden vertical battens with open gaps in between. Proposal extends to the rear 1.175 m with flat roof & side to be clad in Vertically hung Slates. The change will have little visual impact on adjacent properties as the side profile change is minor & the finish low visual impact.

Recommend Approval

Discussion:

Cllr Lamont explained that Cllr Mitchell had an interest in this application and so had absented herself from the Planning Group discussion with respect to this application. The Clerk added that he did not declare that Cllr Mitchell had an interest in this property as she is not at this meeting.

Cllr Robinson asked if the proposals were in accordance with the rules of the Conservation Area and commented that there is no detail of the colour and finish of the proposed slates.

Cllr Robinson proposed an amendment to the motion so that it read 'Council recommends approval subject to the cladding slates being consistent with the existing slates and meeting Conservation Area requirements'.

Proposed: Cllr Robinson

Seconded: Cllr Ranzetta

Decision: The motion was carried unanimously.

DC/23/05244 Application for Listed Building Consent 73 Church Street.

Application for Listed Building Consent - Installation of a Stair Lift
Comments by 12th January 2024.

This installation does not affect the heritage asset. It attaches to the current modern staircase & property wall and could be removed if needed in the future.

Recommend Approval

Proposed: Cllr Chick

Seconded: Cllr Morrey

Decision: The motion was carried unanimously.

DC/23/04883 APPLICATION FOR PLANNING PERMISSION Land Off Norman Way

Planning Application - Erection of a detached cartlodge/store building to serve dwelling being constructed under planning permission DC/21/06797.
Comments by 12th January 2024

The location of the proposed cartlodge is not in the Conservation Area and is outside the current settlement boundary but adjacent to it. The location is between existing property on the High St and the new development on Land off Norman Way.

However, the cart lodge 3 bay, has a steep roof pitch laid with Clay Pantiles (at 47.5 degrees) & is excessively high at 6.1m hence is not a permitted development. At this height it will also be prominent from Number 2 & 3 Deacons Close and is nearly as high as the two storey part of the main house. This height is not required for a cartlodge and seems to be set in order to achieve a 2m high storage area in the roof space.

We advise that the cartlodge height is reduced to 4.4m maximum with a roof pitch of 30 degrees similar to Section B-B of the main house roof specified in application DC/21/06797 "Amended proposed dwelling - floor plans, elevations, roof plan and sections." Alternatively, the cartlodge roof could be laid in slate with a roof pitch of 25 degrees similar to Section AA to keep the ridge height to 4.4m.

In addition, this application does not comply with recently approved Joint Local Plan policy SP03 for developments outside the Settlement Boundary and is not listed in Table 5 as an exception.

Recommend Refusal

Discussion:

Cllr Morrey emphasised the height of the building and the proximity to Number 2 & 3 Deacons Close.

Cllr Lamont commented that the development is above the permitted development height of a garage of 4m though that may be irrelevant as it outside the settlement boundary. Amendments to the settlement boundary will be in JLP Part 2.

Cllr Robinson asked if the Planning Committee was recommending Conditional Approval subject to a reduction in the height. Cllr Lamont replied that approval could not be given to an unseen design.

Proposed: Cllr Ranzetta

Seconded: Cllr Morrey

Decision: The motion was carried unanimously.

DC/23/05680 Application for Listed Building Consent 37 Water Street

Application for Listed Building Consent - Insertion of new front first floor window and rear roof lights and replacement of existing upvc doors and windows including internal layout alterations as per Heritage Statement.

Comments by 12th January 2024.

Noted that the property is Grade II listed and is inside the conservation Area.

The application involves replacing UPVC doors to the Dining Room with Timber frames, this is a good heritage improvement. However, we agree with the Heritage & Design Officer that a condition is added that full details of all fenestrations are provided for approval.

The addition of Velux Conservation Specification rooflights to a rear facing roof, over the dining room is acceptable, due to the lack of visibility from the street & the specification of a low-profile Conservation Style Rooflight.

The internal changes do not affect the Heritage Assets.

The New External West facing bathroom window was previously approved under DC/18/04379.

Recommend Approval subject to the condition as proposed by the Heritage Officer.

Discussion:

Cllr Lamont confirmed to Cllr Ranzetta that the property is Grade 2 listed.

Cllr Lamont confirmed to Cllr Chick that the permission under DC/18/04379 had expired.

Proposed: Cllr Ranzetta

Seconded: Cllr Robinson

Decision: The motion was carried unanimously.

DC/23/05679 APPLICATION FOR PLANNING PERMISSION 37 Water Street

Recommend Approval subject to the condition as proposed by the Heritage Officer.

Proposed: Cllr Bourne

Seconded: Cllr Ranzetta

Decision: The motion was carried unanimously.

DC/23/05724 APPLICATION FOR PLANNING PERMISSION 4 Butfield

Conversion of garage to additional accommodation; Conversion of loft and insertion of roof windows. Erection of a two storey front extension, installation of hardstanding. (as approved under DC/20/03918). Comments by 12th January 2024

This application is outside the Conservation Area & the building is not listed. The proposed changes make a minor change to the footprint of the building – the addition of a porch. The proposed external appearance of property is in keeping with other properties. The loft windows face out from the rear of the property so are not visible from the road. Also, the current layout of the site means that the only off road parking is inside the garage. The proposed new drive allows for 3 off road parking spaces, reducing on-road parking.

Recommend Approval

Discussion:

Cllr Muckian highlighted the current lack of off-street parking and that proposed parking area is permeable. She added that the pitch on the front will make it a much more attractive property.

Proposed: Cllr Bourne

Seconded: Cllr Ranzetta

Decision: The motion was carried unanimously.

7.c To receive a report from the Planning Group concerning the anticipated further Focused Consultation.

The Chair explained that events have now moved on a little since the paper was written, a second 'Focused Consultation'; has been announced with a closing date of January 26th 2024.

A second consultation is needed because just before Christmas the Government revised the National Planning Policy Framework in response to the Levelling-Up and Regeneration Bill.

The Neighbourhood Plan must be consistent with the NPPF and so the Examiner now consults, seeking views as to whether the Neighbourhood Plan is still consistent.

Professional advice has been received and it is expected that most revisions will not require comments but that comments on relatively modest matters may be needed.

To avoid a further Council meeting before January 26th 2024 the following motion is suggested: The Parish Council is asked to delegate authority to its Chair and Vice Chair, with the Parish Clerk to agree its representations, if needed, to be made as part of the additional focused consultation and to respond to any other representations made as part of this additional consultation.

The Council's representations (if needed), and its responses to other representations, will be reported for information to the next Council meeting.

Cllr Morrey moved an amendment to the draft motion adding 'any one further Councillor' to the list.

Proposed: Cllr Morrey

Seconded: Cllr Ranzetta

Decision: The motion was carried unanimously.

The meeting closed at 20.52

Date of next meeting

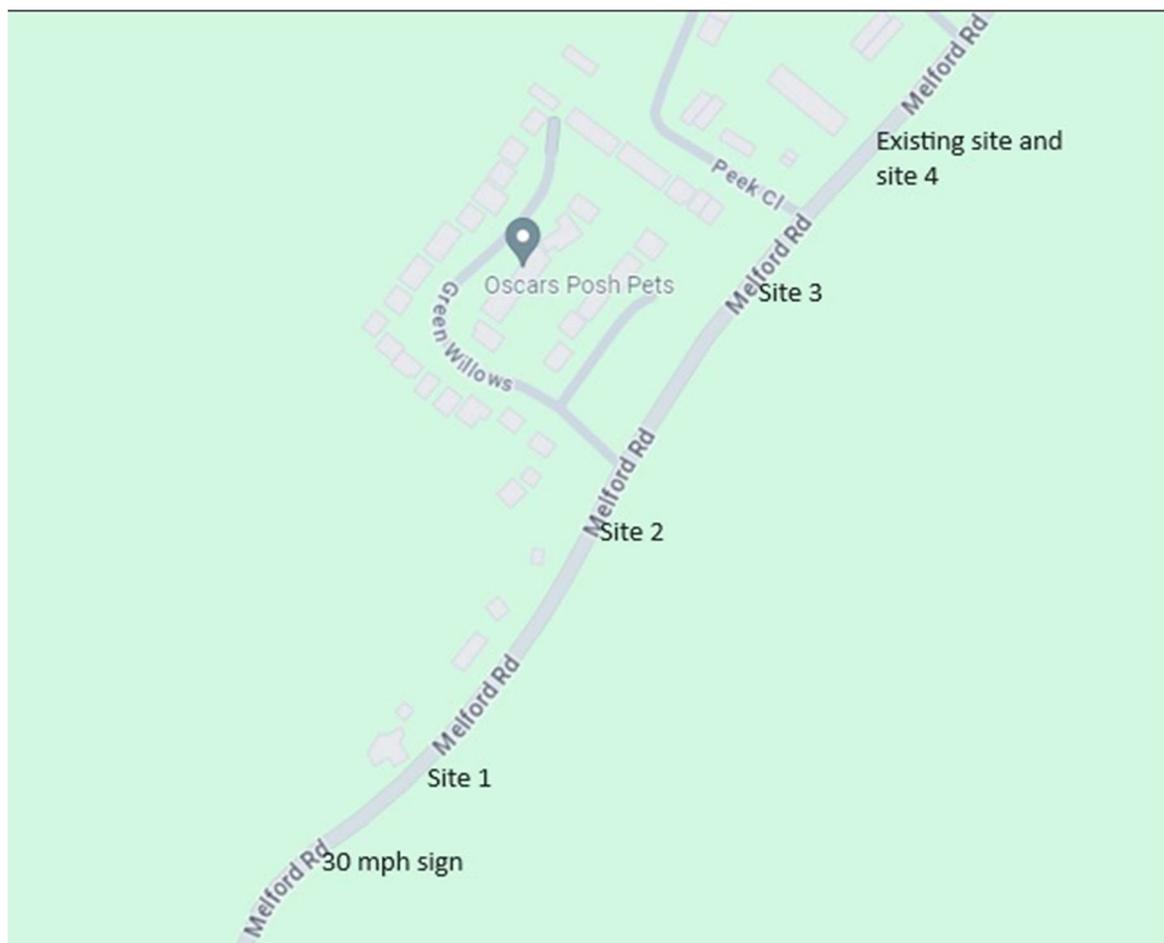
Thursday 1st February 2024 7.30 pm in the Village Hall.

Consideration of the erection of additional SID posts on Melford Rd and the purchase of an additional SID

This project must follow the rules of Suffolk Highways 'Critical issues to be considered by the Parish or Town Council identifying suitable sites'

1. Ideally 100m clear sight line, wholly within 30 mph limit but not at junctions or on roads with high densities of driveways, where the SID may obscure or distract from other traffic movements.
2. A minimum distance of 80m will be accepted but it has to be sufficiently within the speed limit to not catch those who are still braking as they enter the restriction. 3. No significant distractions, such as bends, crossings, junctions, high density of roadside development etc.

Proposed Sites and location of Existing Site:



LAVENHAM PARISH COUNCIL:

Proposed Site 1:

Location:

As close as possible to the entrance to the entrance to Lavenham approaching from Long Melford.

This area has been spoken of by residents as the preferred location for a SID.

Possibility:

As shown in the pic below there is insufficient distance between the 30mph sign entering Lavenham and the bend, this distance is some 60 metres.

This site will not be approved by Suffolk Highways.



LAVENHAM PARISH COUNCIL:

Proposed Site 2:

Location:

Closer to Lavenham, after the bend in the pic above, before Green Willows when approaching from Long Melford.

Residents of Green Willows have been keen to use a SID to reduce the speed of vehicles approaching Green Willows from the Melford side to make joining the Melford Rd from Green Willows less hazardous.

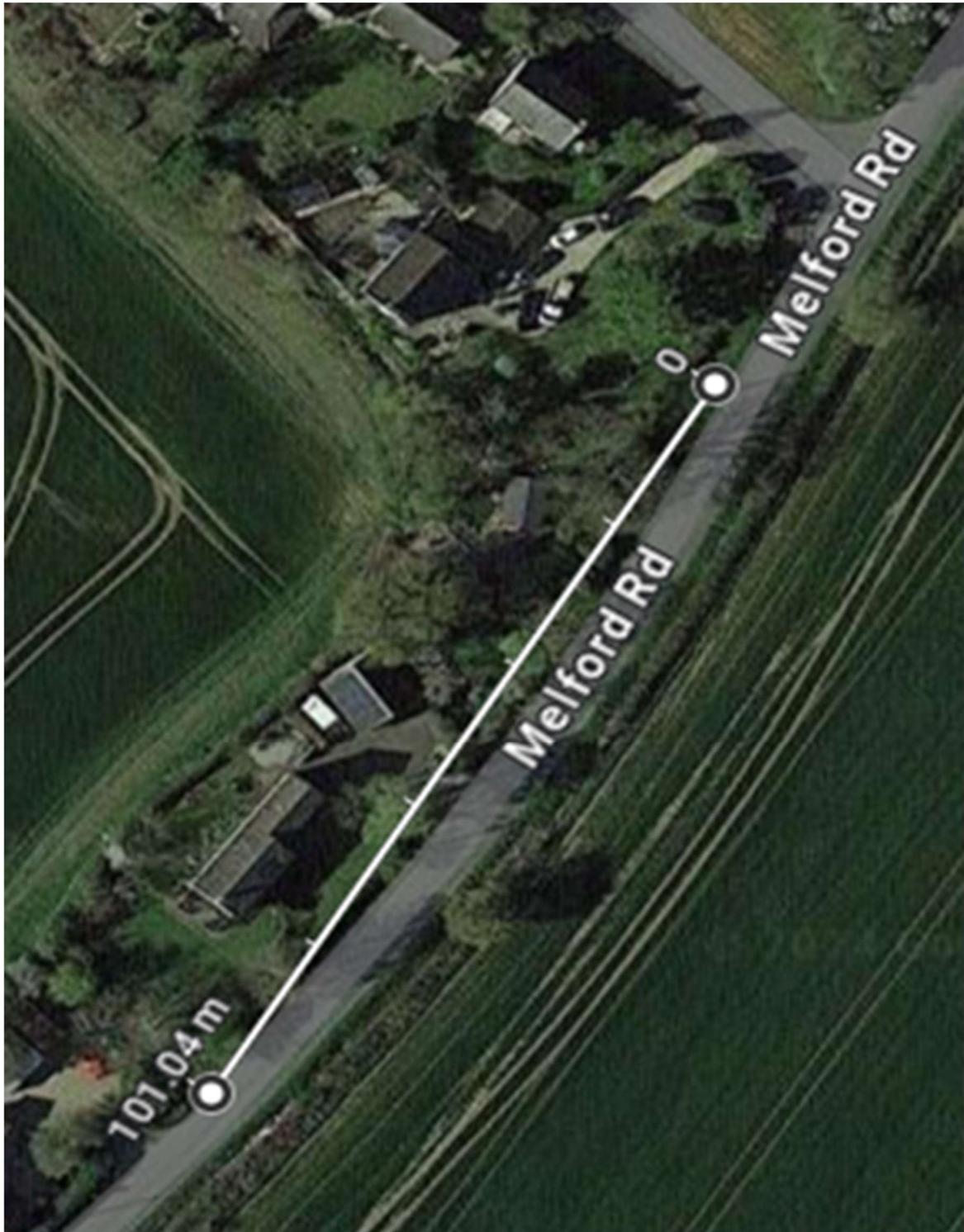
Possibility:

There is insufficient straight road to protect Green Willows with a SID facing the edge of the village, the sight line is 85m and that would require the SID to be at the junction of Green Willows with Melford Rd and that is unacceptable.

As shown in the following 2 pics this site will not be approved by Suffolk Highways:



LAVENHAM PARISH COUNCIL:



LAVENHAM PARISH COUNCIL:

Proposed Site 3:

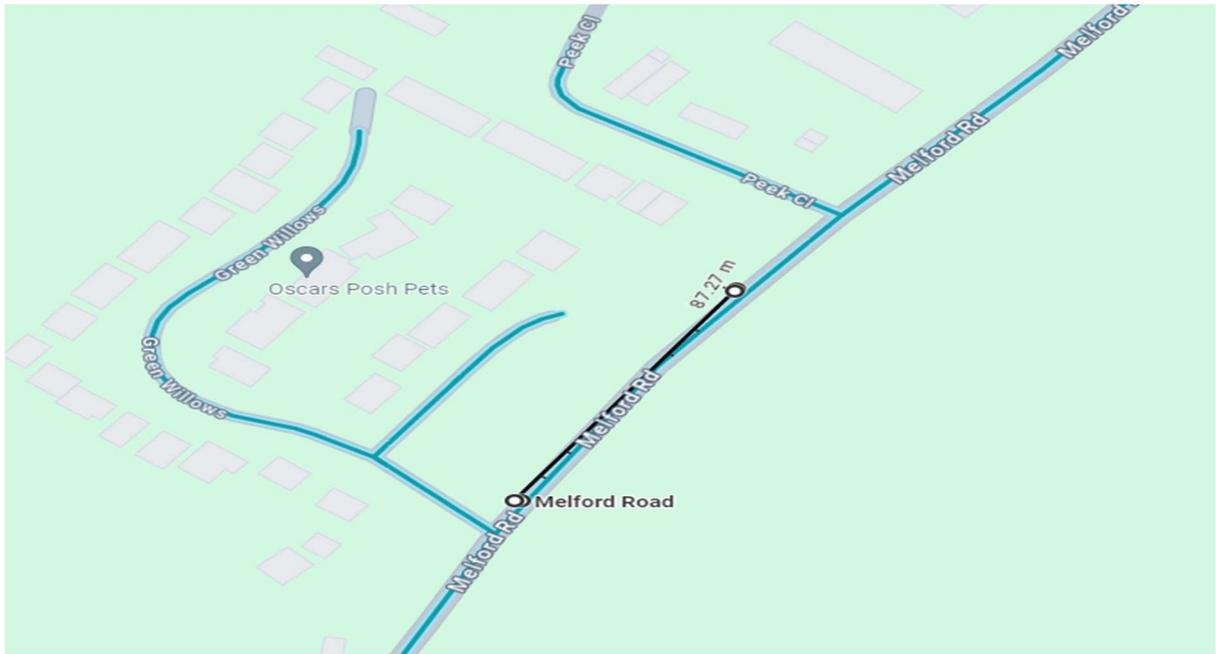
Location:

Closer still to Lavenham, between Green Willows and Peek Close.

Possibility:

There is sufficient distance, some 90 metres, between Green Willows and Peek Close.

This location would be approved.



View from Green Willows looking towards Lavenham.



LAVENHAM PARISH COUNCIL:

The Sid would be here near the M in Melford Rd. Peek Close is just visible on the left, the telephone pole on the left is at the entrance to Peek Close.



This would be the view the SID sees looking out of Lavenham. Green Willows is on the right.



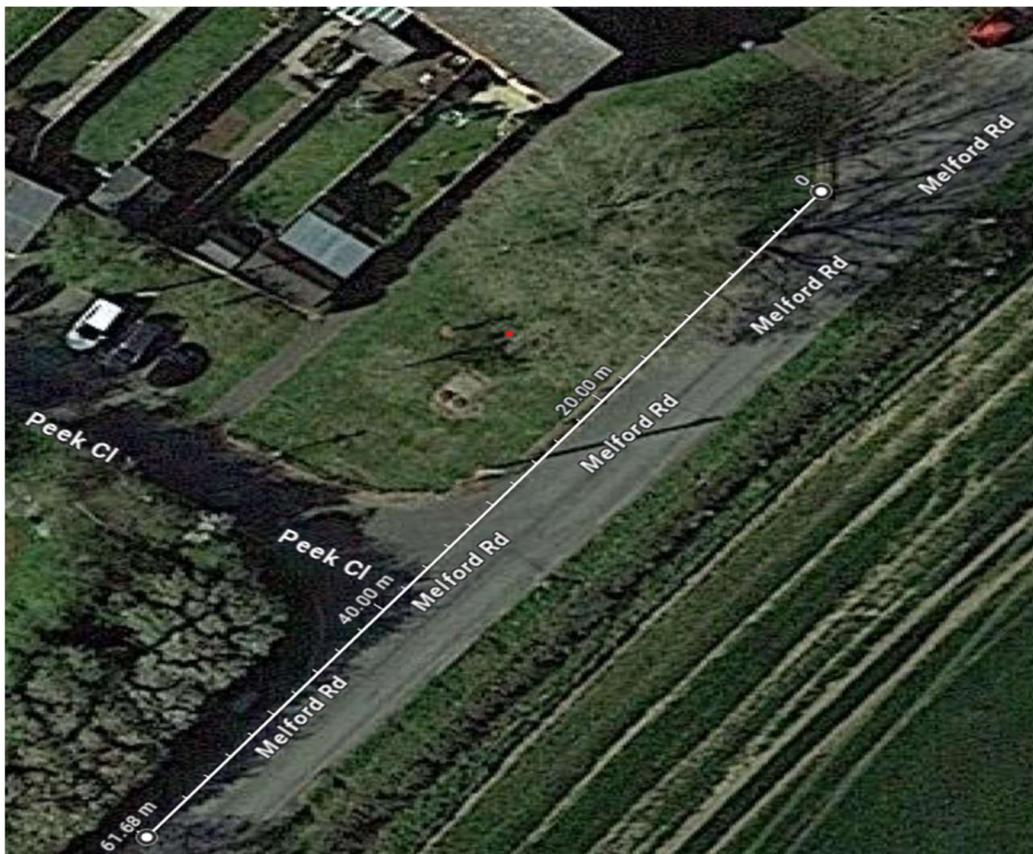
LAVENHAM PARISH COUNCIL:

Important Note:

This Sid would be just 60m away from the current position.

Council will need to consider whether this Sid would add sufficient value.

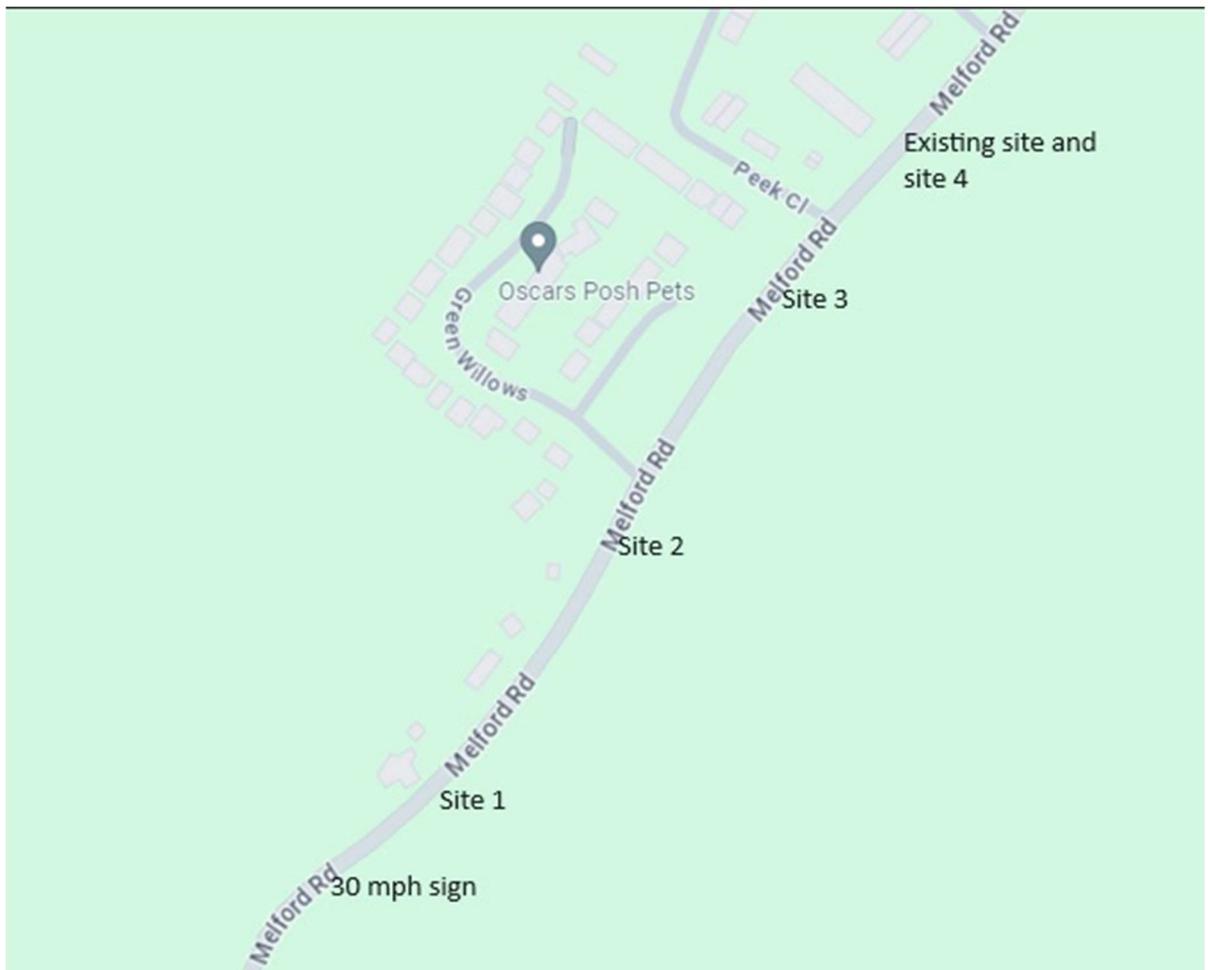
See pic below which shows the current location and the proposed location 3.



LAVENHAM PARISH COUNCIL:

Proposed Site 4:

Opposite the existing Sid Sign, facing in towards Lavenham, this site would be acceptable to Suffolk Highways and would protect both Peek Close and Green Willows.



LAVENHAM PARISH COUNCIL:

4. No existing features that would or would have potential to interfere with the sight line such as road signs or vegetation, unless, in the case of the latter, they can keep it cut back.
5. The proposed location must provide 0.5m lateral clearance of the device to avoid it being struck by an HGV mirror
6. The ground should be reasonably wide and flat to work at safely.
7. The SID should ideally be sited on the near side of the road
8. There must be suitable off-road parking area available within the vicinity for the Parish Representative to erect / remove device (and for SCC's contractor to replace/install pole if required, protected by parked vehicle).
9. Using an existing sign pole is preferred; Suffolk CC will determine if one is tall enough to give correct mounting height and replace if necessary.
10. If a new pole, a suitable sign should already be present for when the SID is not in use to avoid leaving a bare pole; the Kill Your Speed "campaign" poster should be provided when confirming the go-ahead.
11. Suffolk County Council will try to provide the first two posts for a SID or TVAS scheme free of charge within a parish.

Additional posts or alterations to posts proposed at the time or at a later date will incur a cost as specified below:

Standard 76mm OD (outside diameter) Posts for SID or TVAS schemes: £275
89mm OD (outside diameter) Posts for Solar SIDs: £570

SIDs should not be attached to street lighting columns, telephone or electricity poles.

On a verge, the lower edge of the SID should be between 1.3 – 1.5m above the adjacent carriageway; if over pavements 2.1m is acceptable but 2.3m preferable. However, if routes are used by cyclists it may be necessary to provide 2.5m clearance.

12. Support must be obtained from residents adjacent to the site.

Cost implications:

Truvelo is the sole agent in the UK of the Sid we have and the estimated cost is £3,500.

Possible path of actions:

- a) Communicate this note widely in the Community to explain possible locations 3 and 4 and the reasons why locations 1 and 2 would not be approved.
- b) Obtain support from residents adjacent to sites 3 and/or 4.
- c) Pass resolution authorising application for SID post(s).
- d) Optional step: pass resolution authorising purchase of an additional SID.
- e) Apply to Suffolk Highways, enclosing payment, with respect to locations 3 and/or 4.
- f) After SID post(s) installed purchase and install SID

22nd January 2024

Water St signage and Lorry Watch

On 18th November a Parish Councillor, by chance, met James Cartlidge MP and took the opportunity to express concerns about lorries in Lavenham.

On 18th December 2023 the Clerk, at the suggestion of Councillors, wrote to Suffolk County Council, Suffolk Police and James Cartlidge MP. This letter:

1. Highlighted the problem of over-sized traffic using Water St.
2. Explained that there are regular breaches of the Traffic Regulation Order in place and that it had not been possible to establish a Local Lorrywatch team because potential volunteers are not persuaded that it would improve matters as there appear to be little or no significant financial sanction applied to 'offenders' until they have breached regulations on multiple occasions.
3. Asked how compliance with the official Suffolk Lorry route is monitored.
4. Expressed dismay that Highways diversions lead to the use of Water Street in both directions for over-sized vehicles causing severe distress to residents and pedestrians using Water Street. Distress is also caused to drivers of large vehicles who have to navigate a street not designed for this purpose. Lavenham High Street and Church Street, the letter explained, are also affected but less so, as the road in those locations is a little wider and the footways are substantially wider.
5. Contained a video and a photograph of oversized vehicles on Water St.

A response has now been received from James Cartlidge MP offering to:

'host a multi-agency meeting in the New Year, to include the Parish Council, Babergh and County Councillors, Suffolk Constabulary and local businesses to discuss the issues faced, and most importantly possible solutions'.

A date is being agreed.

Councillors and residents have repeatedly expressed the same views i.e. that use of Water St by lorries, at its worst aggravated by diversions, is the key cause of blockages, disruption and distress. Council welcomes this positive intervention.

Signage approaching Water St may be part of the possible solution. See Appendix.

Signage within Water St can only have a much less significant effect as the lorries are already travelling down Water St when they reach them.

The report from Highways analysing the camera footage from Water St taken both before and after the removal of the priority signage concluded that:

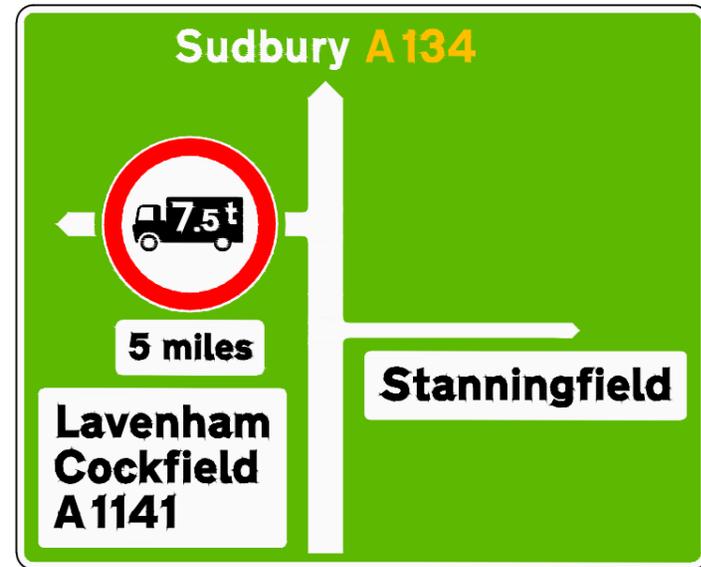
LAVENHAM PARISH COUNCIL:

1. The decision as to whether the priority signing should be reinstated and incorporated into the final permanent build-out designs is a balance between being sympathetic to the surroundings and ensuring that traffic is managed appropriately. The priority signing should only be re-instated if this is considered absolutely necessary for traffic management and safety reasons. The data demonstrates higher traffic volumes in March 2023 (as compared to January 2023) while the trial was operating, thus increasing the incidence of conflict. However, what is less clear is whether priority signing would have improved this situation. Priority signing should not be reinstated in such an environmentally sensitive location unless it is for an essential purpose. Whilst there is doubt surrounding the value of the priority signing in terms of its impact on traffic flow, it is recommended that the signing is not reinstated, nor does it feature in the permanent build-out designs.
2. The speed data demonstrates that removal of the priority signing has had no notable effect on traffic speeds.
3. During the trial period, more than half of the issues or conflicts were identified as being caused by driver error or parked cars.

22nd January 2024

A134, IN ADVANCE OF A1141 JUNCTION

OPTION 1
REPLACEMENT ADVANCE DIRECTION SIGN



Scheme Ref. Lavenham	
Sign Ref. RS1a	x-height 100.0
Letter colour WHITE	SIGN FACE
Background DARK GREEN	Width 3065mm
Border WHITE	Height 2495mm
Material Class RA2 (12899-1:2007)	Area 7.65sq.m

OPTION 2
ADDITIONAL SIGN



Scheme Ref. Lavenham	
Sign Ref. RS1b	x-height 120.0
Letter colour WHITE	SIGN FACE
Background BLUE	Width 1655mm
Border WHITE	Height 2620mm
Material Class RA2 (12899-1:2007)	Area 4.33sq.m

CHURCH STREET, LAVENHAM

NEW SIGN



Scheme Ref. Lavenham	
Sign Ref. RS2	x-height 80.0
Letter colour WHITE	SIGN FACE
Background BLUE	Width 1310mm
Border WHITE	Height 1585mm
Material Class RA2 (12899-1:2007)	Area 2.08sq.m

HIGH STREET, LAVENHAM

NEW SIGN



Scheme Ref. Lavenham	
Sign Ref. RS3	x-height 80.0
Letter colour WHITE	SIGN FACE
Background BLUE	Width 1310mm
Border WHITE	Height 1585mm
Material Class RA2 (12899-1:2007)	Area 2.08sq.m

OPPOSITE WATER STREET JUNCTION

REPLACEMENT DIRECTION SIGNS X2 (MOUNTED BACK TO BACK)



Scheme Ref. Lavenham	
Sign Ref. RS4	x-height 100.0
Letter colour BLACK	SIGN FACE
Background WHITE	Width 1205mm
Border BLACK	Height 800mm
Material Class RA2 (12899-1:2007)	Area 0.96sq.m



Scheme Ref. Lavenham	
Sign Ref. RS5	x-height 100.0
Letter colour BLACK	SIGN FACE
Background WHITE	Width 1205mm
Border BLACK	Height 800mm
Material Class RA2 (12899-1:2007)	Area 0.96sq.m

WATER STREET
(NORTHERN END)

REPLACEMENT SIGN (750mm dia.)



NOTES

1. Designs are preliminary only and may be subject to further changes.
2. Sign post and foundation details to be confirmed.

STATUS : IN DEVELOPMENT
ISSUE : DETAILED DESIGN V1

File Path C:\Users\Susan.Broom\Kier\RoadZone - Design\217293-SS398-(old LA125785) -SLB-Lavenham Water Street\3-Drawing & Report Records\Drawings & drawing schedule\SLB detailed design\217293-0100-01.dwg

Plot date 26/05/2021

Mike Thompson & Mark Stevens
Phoenix House, 3 Goddard Road, Ipswich, Suffolk IP1 5NP.
Highways enquires: 0345 606 6171 www.suffolk.gov.uk/highways

CLIENT

REVISION(S)
DESCRIPTION
REV.
DATE
INTL.

PROJECT TITLE
A1141 WATER STREET, LAVENHAM 7.5T WEIGHT RESTRICTION ADVANCE SIGNING
DRAWING TITLE
ADVANCE SIGNING OPTIONS

ORIGINATOR	CHECKER	DESIGNER	REVIEWER
SLB	JWW	SLB	GER
SCALE(S)	ORIGINAL SIZE A3	DATE	
NTS		25 MAY 2021	
DRAWING NUMBER		REVISION	
217293/0100/01			

Melford Road Verge

In Autumn 2023 the Council repeatedly pressed Suffolk County Council to cut the grass and miscellaneous foliage encroaching on the footpath next to the Long Melford Rd.

It is the responsibility of Suffolk County Council to maintain this verge and they have acknowledged this.

Suffolk County Council declined our request and so the Parish Council asked County Councillor Robert Lindsay to take up this issue which he quickly did.

County Councillor Lindsay received the following reply:

‘Just to update you that following our telephone conversation I asked for the footway on Melford Road from Harwood Place into the village that is partially reduced in width to be reassessed.

The outcome is that the decision remains the same at this time as there is enough width for pedestrians to walk on the footway.

The site has been evaluated in line with Suffolk County Council’s (SCC) Highways Maintenance Operational Plan (HMOP). For action to be taken, in this case the verge skirted, the extent of the obstruction needs to divert pedestrians into the live carriageway. The highways assessment officer concluded that this was not happening and action under the HMOP was not required. The area will be continually monitored during regular safety inspections. Should the extent of the growth result in then forementioned situation, action will then be taken.

I appreciate that this may not be the answer you were anticipating. The limitations on local authority budgets means that SCC can no longer undertake small scale maintenance, such as verge skirting, and SCC has developed the Community Self-Help scheme to work in partnership with town and parish councils across the county in response to their demands to be allowed to do more to improve the look and feel of their communities by undertaking minor maintenance activities that Suffolk Highways are no longer able to deliver.

Should you wish to find out more about this scheme details can be found on the SCC website here : <https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/community-self-help-scheme/> ‘

This scheme gives the Parish Council four options:

- a) Buying in additional services from Suffolk Highways
- b) Buying in services from a private contractor. The PC must ensure that work is undertaken in accordance with the legal requirements of working on the highway.
- c) Using its own trained employees. The PC must ensure that work is undertaken in accordance with the legal requirements of working on the highway. Employees will need the relevant training and qualifications for the work they plan to undertake.

LAVENHAM PARISH COUNCIL:

- d) Using community volunteers. The PC must ensure own there is somebody suitably trained and qualified to supervise volunteers and ensure that work is undertaken in accordance with the legal requirements of working on the highway. Suffolk County Council will provide the relevant training for 'lead' volunteers. (A day long course, weekdays only) risk assessments need to be done, no equipment can be used without proof of competency of the machinery/equipment user along with current certification, all machinery and tools used in carrying out the works must be regularly and properly maintained, inspected and serviced to a safe standard of operation and records of all of these items must be hold for inspection by the County Council.

The Parish Council needs to consider whether it wishes to pursue any of these options.

Factors it may wish to consider (this list is not intended to be exhaustive):

- a) The needs of the community.
- b) Highways is not maintaining the width of the footpath to the width that it requires all new footpaths to be constructed.
- c) Should the PC maintain this verge it is unlikely that Highways will ever maintain this verge again as Highway standards are lower.
- d) The extremely high requirements the PC would need to meet to endorse a community-based effort.
- e) The likelihood of finding volunteers considering the training requirements.
- f) The length of the verge (300metres) and therefore the likely initial and ongoing costs to the PC.
- g) Should the PC fund this work the possible lowering of maintenance standards elsewhere in the Village by either Babergh or Suffolk.
- h) Should the PC commission this work it may receive requests from the Community for the maintenance of other areas which are not the PC's responsibility to maintain.

22nd January 2024

Motion to increase Burial Fees

1. The Lavenham Parish Council has for many years had a policy to align fees charged with those charged by Long Melford.
2. Long Melford does not offer a 50% discount to residents as Lavenham does.
3. It is not proposed to remove the 50% residents discount.
4. Most burials in the Lavenham Cemetery are residents and therefore the fees paid by Lavenham residents will remain very considerably less than those charged by Long Melford to its residents.
5. Long Melford fees for the burial of cremated remains are £1,270 whereas Lavenham's fees are £441 for a resident and £882 for a non-resident.
6. Long Melford fees for a burial of a resident are £1,593 whereas Lavenham's fees are £847 for a resident and £1,694 for a non-resident.
7. It is proposed to increase the fees by, on average, 10%.
8. **Motion: Council is asked to approve 10% increase in all fees**

Andrew Smith

23 January 2024

LAVENHAM PARISH COUNCIL

Tables of fees, payments and sums fixed and settled by Lavenham Parish Council, burial authority for the Parish of Lavenham

The following fees, payments and sums will be doubled in the case of any person who is not an inhabitant of the Parish of Lavenham, or in the case of a still-born child of which neither of the parents is an inhabitant or parishioner of the said parish.

PART 1. INTERMENTS

The fees indicated for the various heads of items (I) and (II) do not include the digging of the grave but do include reinstating the grave space to a flat, lawned area at an appropriate time following burial.

(I)	For the interment in an earthen grave (whether or not the exclusive right has been granted)				
(i)	of the body of a child whose age at the time of death did not exceed 12 years	£110.00
(ii)	of the body of a person whose age at the time of death exceeded 12 years	£400.00
(II)	For the interment of cremated remains in a Cremation Plot .33 metre x .33 metre (exclusive right included)	£250.00

PART 2. EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

For the exclusive right of burial for a period of 60 years in an earthen grave 2.75 metres x 1.25 metres	£260.00
--	----	----	----	---------

PART 3. GRAVESTONES, TABLETS & MONUMENTAL INSCRIPTIONS

(i)	a headstone – not exceeding 1 metre in height..	£260.00
(ii)	a cremation tablet 30cm x 30 cm	£230.00
(iii)	a cremation wedge tablet 30cm x 45cm	£240.00

The fees indicated for the various heads of this Part include the first inscription. For each inscription after the first a fee of £85.00 is payable.

At a meeting of the Parish Council of Lavenham, held this 1st day of February 2024, the foregoing fees, payments and sums payable 2024/25 are fixed and settled by the said Parish Council, and apply from the 1st day of April 2024.

IS MITCHELL, Chair

AJ SMITH, Clerk to the Council

Re-wilding

In Summer 2023 Council agreed to give consideration, in Spring 2024, to accompanying the Babergh Council Bio-diversity Officer on a survey walk of the village to consider potential publicly owned sites for re-wilding.

Re-wilding Britain describes re-wilding as:

'Rewilding offers hope. In a nutshell, it is the large-scale restoration of nature until it can take care of itself and us again.

It's about restoring nature's remarkable web of life, including habitats, natural processes and, where appropriate, missing species.

Rewilding Britain wants to see rewilding flourishing across Britain, reconnecting us with nature, sustaining communities, and tackling the climate emergency and extinction crisis'.

Consequent to the Survey the Bio-Diversity Officer and any Councillors who have taken interest in this idea could, together, present their findings to Council.

Council seeks Councillors who wish to volunteer to take this idea forward.

22nd January 2024

November	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Oct Actual Mth	Nov Actual Mth	Nov Actual YTD	Nov Reforc 2 YTD	Favourable /(Adverse)
Precept	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	73,400.00	73,400.00	0.00
Babergh Cleansing Grant	891.67	891.66	1,061.33	948.22	948.22	948.22	948.22	948.22	7,585.76	7,585.76	0.00
Fixed Income	10,066.67	10,066.66	10,236.33	10,123.22	10,123.22	10,123.22	10,123.22	10,123.22	80,985.76	80,985.76	0.00
Burial Fees	70.00	3,300.00	870.00	682.00	242.00	1,881.00	1,672.00	0.00	8,717.00	8,967.00	-250.00
Car Park and Toilet Donations	1,974.15	1,734.85	1,824.10	1,880.05	2,359.40	1,915.05	1,360.95	647.95	13,696.50	14,048.55	-352.05
Other Donations	0.00	407.63	0.00	0.00	250.00	0.00	3,073.73	0.00	3,731.36	3,731.36	0.00
EV Charging Income	100.00	100.00	50.00	49.54	20.00	20.00	20.00	20.00	379.54	379.54	0.00
Interest Received	0.00	748.23	250.00	250.00	450.00	350.00	350.00	690.53	3,088.76	2,748.23	340.53
Variable Income	2,144.15	6,290.71	2,994.10	2,861.59	3,321.40	4,166.05	6,476.68	1,358.48	29,613.16	29,874.68	-261.52
Total Income	12,210.82	16,357.37	13,230.43	12,984.81	13,444.62	14,289.27	16,599.90	11,481.70	110,598.92	110,860.44	-261.52
Management Costs	5,186.03	4,375.79	3,751.40	3,154.40	2,888.48	3,246.82	3,471.71	3,468.25	29,542.88	29,783.31	240.43
Office costs	1,313.40	484.34	1,151.90	353.35	432.01	2,495.50	546.21	614.88	7,391.61	7,770.36	378.74
LNP including Costs of Democracy	0.00	0.00	0.00	0.00	186.73	0.00	0.00	0.00	186.73	186.73	0.00
Street Cleaning and Green Maint	2,446.87	2,628.79	2,736.87	2,714.62	2,466.16	2,584.95	9,254.84	2,014.33	26,847.41	27,605.23	757.82
Public Realm	878.67	853.67	1,573.67	700.37	500.00	805.19	750.19	600.19	6,661.95	6,811.95	150.00
Toilet Costs	761.27	1,664.52	1,382.68	1,119.96	1,197.19	2,355.41	860.81	1,468.08	10,809.93	10,885.81	75.89
Water St	254.17	254.17	382.05	254.17	389.17	254.17	254.17	254.17	2,296.21	2,396.21	100.00
Community Events including Grants	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	992.73	2,174.85	1,182.12	-992.73
EV Costs	310.03	77.51	78.08	46.03	48.19	28.99	18.94	78.46	686.23	637.77	-48.46
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Total Costs	11,150.44	11,387.57	11,056.65	8,342.90	8,107.93	11,904.36	15,156.86	9,491.08	86,597.80	87,459.48	861.69
Surplus/(Deficit)	1,060.38	4,969.80	2,173.77	4,641.91	5,336.69	2,384.91	1,443.04	1,990.62	24,001.12	23,400.96	600.17

Burial Fees	No burial income in Nov
Car Park and Toilet Donations	Cash £312, Card £440, Card and Cash Accruals cf £256 less bf £360
Other Donations	None in month.
EV Charging Income	No variance
Interest Received	£1,385.72 received Dec 4 covering 3 months.
Management Costs	Minor variance
Office costs	No Councillor Training costs incurred
LNP including Costs of Democracy	No variance
Street Cleaning and Green Maint	No extra leaf sweeping or green maint costs incurred, poor weather main factor.
Public Realm	No Public Realm cleaning or maint costs incurred
Toilet Costs	Minor variance
Water St	Minor variance
Community Events including Grants	Some replacement Christmas Lights and defibs purchased Nov
EV Costs	Minor variance

December	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Oct Actual Mth	Nov Actual Mth	Dec Actual Month	Dec Actual YTD	Dec Reforc 2 YTD	Favourable /(Adverse)
Precept	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	9,175.00	82,575.00	82,575.00	0.00
Babergh Cleansing Grant	891.67	891.66	1,061.33	948.22	948.22	948.22	948.22	948.22	948.22	8,533.98	8,533.98	0.00
Fixed Income	10,066.67	10,066.66	10,236.33	10,123.22	10,123.22	10,123.22	10,123.22	10,123.22	10,123.22	91,108.98	91,108.98	0.00
Burial Fees	70.00	3,300.00	870.00	682.00	242.00	1,881.00	1,672.00	0.00	0.00	8,717.00	9,217.00	-500.00
Car Park and Toilet Donations	1,974.15	1,734.85	1,824.10	1,880.05	2,359.40	1,915.05	1,360.95	647.95	695.68	14,392.18	15,048.55	-656.37
Other Donations	0.00	407.63	0.00	0.00	250.00	0.00	3,073.73	0.00	200.00	3,931.36	3,731.36	200.00
EV Charging Income	100.00	100.00	50.00	49.54	20.00	20.00	20.00	20.00	20.00	399.54	399.54	0.00
Interest Received	0.00	748.23	250.00	250.00	450.00	350.00	350.00	690.53	400.00	3,488.76	3,098.23	390.53
Variable Income	2,144.15	6,290.71	2,994.10	2,861.59	3,321.40	4,166.05	6,476.68	1,358.48	1,315.68	30,928.84	31,494.68	-565.84
Total Income	12,210.82	16,357.37	13,230.43	12,984.81	13,444.62	14,289.27	16,599.90	11,481.70	11,438.90	122,037.82	122,603.66	-565.84
Management Costs	5,186.03	4,375.79	3,751.40	3,154.40	2,888.48	3,246.82	3,471.71	3,468.25	3,827.66	33,370.54	33,491.98	121.44
Office costs	1,313.40	484.34	1,151.90	353.35	432.01	2,495.50	546.21	614.88	479.89	7,871.50	8,863.98	992.48
LNP including Costs of Democracy	0.00	0.00	0.00	0.00	186.73	0.00	0.00	0.00	1,091.09	1,277.82	186.73	-1,091.09
Street Cleaning and Green Maint	2,446.87	2,628.79	2,736.87	2,714.62	2,466.16	2,584.95	9,254.84	2,014.33	1,833.26	28,680.67	31,877.38	3,196.70
Public Realm	878.67	853.67	1,573.67	700.37	500.00	805.19	750.19	600.19	600.19	7,262.13	7,562.13	300.00
Toilet Costs	761.27	1,664.52	1,382.68	1,119.96	1,197.19	2,355.41	860.81	1,468.08	1,065.14	11,875.06	12,029.78	154.72
Water St	254.17	254.17	382.05	254.17	389.17	254.17	254.17	254.17	254.17	2,550.38	2,750.38	200.00
Community Events including Grants	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	992.73	5,737.50	7,912.35	10,182.12	2,269.77
EV Costs	310.03	77.51	78.08	46.03	48.19	28.99	18.94	78.46	564.71	1,250.94	667.77	-583.17
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00
Total Costs	11,150.44	11,387.57	11,056.65	8,342.90	8,107.93	11,904.36	15,156.86	9,491.08	15,453.60	102,051.40	108,012.24	5,960.85
Surplus/(Deficit)	1,060.38	4,969.80	2,173.77	4,641.91	5,336.69	2,384.91	1,443.04	1,990.62	-4,014.70	19,986.43	14,591.42	5,395.01

Burial Fees	At least £1,300 received Jan. Income variable. Whole year income was £6,000 in 2022/23.
Car Park and Toilet Donations	Cash £238, Card £328, Card and Cash Accruals cf £386 less bf £256
Other Donations	Christmas Donations Accrued
EV Charging Income	No variance
Interest Received	£1,385.72 received Dec 4 covering 3 months.
Management Costs	Minor variance
Office costs	No Councillor Training costs incurred
LNP including Costs of Democracy	Professional Advice Costs forecast re LNP forecast for Jan part invoiced in Dec. Timing.
Street Cleaning and Green Maint	No cemetery repairs. No extra leaf sweeping or green maint costs incurred, poor weather main factor.
Public Realm	No significant variance
Toilet Costs	No significant variance
Water St	No significant variance
Community Events including Grants	£5,000 Grant saving reduced by unbudg costs of Dec Lav Life & Parish Newsletter £1,600. new Christmas Lights £700, new defibs £300.
EV Costs	Incorrect billing, expected to be corrected

		Mar 23	Dec 23	Increase/(decrease)	Notes
Fixed Assets		135,407.90	150,968.05	15,560.15	New bins £4k, Phone Box £6k, Kissing Gate £2k.
Debtors		0.00	0.00	0.00	None
Accrued Income		404.27	3,930.29	3,526.02	Babergh Cleaning Grant 3 months, interest and car park donation
VAT Refunds		1,585.76	1,047.87	-537.89	Purchase dependent
		<u>1,990.03</u>	<u>4,978.16</u>	<u>2,988.13</u>	
Cash at Bank	Bus Prem	325,883.44	395,799.08		
	Current Acc	1,971.91	9,704.07		
	Petty Cash	110.00	0.00		
		<u>327,965.35</u>	<u>405,503.15</u>	<u>77,537.80</u>	Precept received for year and £50k ncil money
Trade Creditors		0.00	-8,224.57	8,224.57	Minor trading items
Accruals		-9,726.01	-18,072.61	8,346.60	No Street Light Maint Accrual needed and negligible PAYE accrual at Mar 23
Deferred Income		0.00	-27,525.00	27,525.00	Precept for whole year received.
Lights Creditor		-135,407.90	-133,633.91	-1,773.99	Item paid
		<u>-145,133.91</u>	<u>-187,456.09</u>	<u>42,322.18</u>	
Loans		-78,744.89	-75,611.12	-3,133.77	Capital Repayments made
Net Assets		<u>241,484.48</u>	<u>298,382.15</u>	<u>56,897.67</u>	
General Funds		143,776.98	160,550.90	16,773.92	
Ballot Fund		4,800.00	4,800.00	0.00	No change
Public Realm		5,000.00	869.09	-4,130.91	Spending on Bins and Notice Board
Number 2 Lady St		3,000.00	0.00	-3,000.00	Drawn down in July
NCIL		47,387.04	89,971.79	42,584.75	£50k received, £8k spent.
Lavenham Funds in Trust		1,500.00	1,500.00	0.00	No change
Neighbourhood Plan Fund		4,173.51	0.00	-4,173.51	All spent
Lighting Sinking Fund		27,081.58	34,425.00	7,343.42	In lieu of depreciation and to avoid overstating General Funds
Christmas Lights Fund		0.00	0.00	0.00	All money recived has been spent
Street Fair Fund		4,765.37	6,265.37	1,500.00	Loan/Grant repaid in full.
Total Reserves		<u>241,484.48</u>	<u>298,382.15</u>	<u>56,897.67</u>	
Imbalance		0.00	0.00	0.00	

November	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Oct Actual Mth	Nov Actual Mth	Nov Actual YTD	Nov Reforc 2 YTD	Favourable /(Adverse)	Notes
Staff salaries and Other Consultancy Costs	4,870.03	4,115.79	3,491.40	2,996.40	3,798.48	3,156.82	3,347.71	3,332.25	29,108.88	29,361.31	252.43	Payroll plus Nupremis Planning Consultancy re Bury Rd E647 and Nest Pension Scheme Set up E495
Audit and Payroll bureau costs	316.00	260.00	260.00	158.00	-910.00	90.00	124.00	136.00	434.00	422.00	-12.00	Accruals for Auditor and Payroll bureau costs. Pkf Invoice much smaller than accrued due to reduced Revenue.
Management Costs	5,186.03	4,375.79	3,751.40	3,154.40	2,888.48	3,246.82	3,471.71	3,468.25	29,542.88	29,783.31	240.43	YTD costs are Payroll, audit accruals, Nupremis Planning Consultancy re Bury Rd E647 and Nest Pension Scheme Set up E495
Telephone & broadband	113.41	85.94	70.53	83.12	161.78	10.53	96.51	83.52	705.34	718.33	12.99	Not material
Website Dev and .gov	0.00	0.00	374.40	59.40	59.40	109.40	59.40	109.40	771.40	721.40	-50.00	.Gov Implementation and hosting of this and the website
Accounting software & computer	50.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	100.00	100.00	0.00	Computer Repair
Office Materials	0.00	187.57	316.67	0.00	0.00	0.00	0.00	24.99	529.23	554.24	25.01	Fire extinguishers and Filing Cabinet purchased for Office.
Data Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Subscriptions & Insurance	680.94	0.00	0.00	0.00	0.00	192.59	152.59	152.59	1,178.71	1,226.12	47.41	Insurance and SALC membership
All Training/Clr expenses	39.22	0.00	180.00	0.00	0.00	0.00	0.00	0.00	219.22	519.22	300.00	Environmental Conference Clr Mitchell and SALC Councillor Training
Room hire PC meetings	109.00	40.00	40.00	40.00	40.00	35.00	20.00	60.00	384.00	344.00	-40.00	Village Hall
Office Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00	No costs incurred, no accruals made, immaterial
Digital mapping	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00	0.00	Pear Technology Annual Invoice
Parish Office business rates	87.50	87.50	87.50	87.50	87.50	2,014.65	101.05	101.05	2,654.24	2,654.24	0.00	All paid for year, 4 months have been prepaid.
Parish Office rent	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	666.67	666.67	0.00	Accrued to forecast
Office Miscellaneous	0.00	0.00	-0.53	0.00	0.00	0.00	33.33	0.00	32.80	66.14	33.33	No costs incurred, no accruals made, immaterial
Office costs	1,313.40	484.34	1,151.90	353.35	432.01	2,495.50	546.21	614.88	7,391.61	7,770.36	378.74	
LNP Costs incl Cost of Democracy	0.00	0.00	0.00	0.00	186.73	0.00	0.00	0.00	186.73	186.73	0.00	Babergh DC Invoice
Green Maintenance	958.75	958.75	958.75	958.75	958.75	958.75	958.75	345.00	7,056.25	7,670.00	613.75	Charge is £958.75 per mth unchanged from prior yr
Tree Maintenance and Care	0.00	27.99	0.00	0.00	0.00	0.00	3,060.00	0.00	3,087.99	3,087.99	0.00	Bux Bush Maint
Street cleansing	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	10,227.20	10,477.20	250.00	Charge is £1278.40 per month unchanged from prior year
Refuse collection bins & dog bins	74.72	212.80	364.72	74.72	74.72	212.80	74.72	235.48	1,324.65	1,239.18	-85.48	Supply of dog poo bags purchased May and new bins installed June
Chapel Business Rates	135.00	135.00	135.00	135.00	135.00	135.00	1,047.97	136.17	1,994.14	1,992.97	-1.17	Should be £135 per mth
All cemetery management	0.00	15.85	0.00	0.00	19.29	0.00	0.00	19.29	54.43	35.14	-19.29	Water
Play equipment	0.00	0.00	0.00	267.75	0.00	0.00	2,835.00	0.00	3,102.75	3,102.75	0.00	Playquip
Street Cleaning and Green Maint	2,446.87	2,628.79	2,736.87	2,714.62	2,466.16	2,584.95	9,254.84	2,014.33	26,847.41	27,605.23	757.82	
Street furniture	170.00	145.00	865.00	0.00	0.00	205.00	150.00	0.00	1,535.00	1,685.00	150.00	Cleaning of Benches and other minor repairs
Street Lighting energy	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	4,000.00	4,000.00	0.00	Accrual based on final electricity cost for 2022/2023
PWLB interest	208.67	208.67	208.67	200.37	0.00	100.19	100.19	100.19	1,126.95	1,126.95	0.00	Minor forecasting error
Public Realm	878.67	853.67	1,573.67	700.37	500.00	805.19	750.19	600.19	6,661.95	6,811.95	150.00	
Church Street energy	157.21	120.49	79.39	38.70	44.83	47.60	54.14	64.63	606.99	692.36	85.37	Actual Costs
Church Street water	0.00	251.49	0.00	0.00	269.90	0.00	0.00	219.27	740.66	821.39	80.73	Invoiced quarterly, not material, no accruals
Church St Toilets Business Rates	58.33	58.33	58.33	58.33	58.33	1,343.10	67.37	67.37	1,769.50	1,769.50	0.00	
Prentice St Water	0.00	57.73	0.00	0.00	63.75	0.00	0.00	382.03	503.51	221.48	-282.03	Invoiced quarterly, not material, no accruals
Prentice St non EV energy	-236.79	97.35	58.76	20.23	0.77	47.97	38.40	41.47	68.16	76.69	8.53	Prentice St Non EV Energy refund £432 re estimated readings is key driver
Donation Points	35.90	35.90	35.90	35.90	35.90	35.90	35.90	35.90	287.20	287.20	0.00	£35.90 is regular monthly cost
Washroom Cleaning & Consumables	746.62	651.62	850.30	666.80	723.71	880.84	665.00	657.41	5,842.30	5,925.59	83.29	Actual Costs
Minor Maintenance	0.00	391.61	300.00	300.00	0.00	0.00	0.00	0.00	991.61	1,091.61	100.00	NCL Accounting Correction re 22/23 and County Wash Minor Repair
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Toilet Costs	761.27	1,664.52	1,382.68	1,119.96	1,197.19	2,355.41	860.81	1,468.08	10,809.93	10,885.81	75.89	
Water Street green maintenance	0.00	0.00	127.88	0.00	135.00	0.00	0.00	0.00	262.88	362.88	100.00	Weed Kill carried out by JPB
Water Street Business Rates	254.17	254.17	254.17	254.17	254.17	254.17	254.17	254.17	2,033.33	2,033.33	0.00	Accrual
Water St	254.17	254.17	382.05	254.17	389.17	254.17	254.17	254.17	2,296.21	2,396.21	100.00	
Small Grants (combined)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Christmas trees/lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	650.44	650.44	0.00	-650.44	Festive Lights
Xmas Eve Community Carols	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
1st Meadow summer facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Misc	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	342.29	1,524.41	1,182.12	-342.29	Defib
Bellward Award	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Community Events including Grants	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	992.73	2,174.85	1,182.12	-992.73	
EV Costs	310.03	77.51	78.08	46.03	48.19	28.99	18.94	78.46	686.23	637.77	-48.46	£288 Anglia Charging Backdated invoice relating to 2022/2023 received May 2023.
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	
Total Expenses	11,150.44	11,387.57	11,056.65	8,342.90	8,107.93	11,904.36	15,156.86	9,491.08	86,597.80	87,459.48	861.69	
Surplus/(deficit)	1,060.38	4,969.80	2,173.77	4,641.91	5,336.69	2,384.91	1,443.04	1,990.62	24,001.12	23,400.96	600.17	

December	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Oct Actual Mth	Nov Actual Mth	Dec Actual Month	Dec Actual YTD	Dec Refor 2 YTD	Favourable /(Adverse)	Notes
Staff salaries and Other Consultancy Costs	4,870.03	4,115.79	3,491.40	2,996.40	3,798.48	3,156.82	3,347.71	3,332.25	3,691.66	32,800.54	32,945.98	145.44	Payroll plus Nupremis Planning Consultancy re Bury Rd E647 and Nest Pension Scheme Set up E495
Audit and Payroll bureau costs	316.00	260.00	260.00	158.00	-910.00	90.00	124.00	136.00	136.00	570.00	546.00	-24.00	Accruals for Auditor and Payroll bureau costs. Pkf Invoice much smaller than accrued due to reduced Revenue.
Management Costs	5,186.03	4,375.79	3,751.40	3,154.40	2,888.48	3,246.82	3,471.71	3,468.25	3,827.66	33,370.54	33,491.98	121.44	YTD costs are Payroll, audit accruals, Nupremis Planning Consultancy re Bury Rd E647 and Nest Pension Scheme Set up E495
Telephone & broadband	113.41	85.94	70.53	83.12	161.78	10.53	96.51	83.52	83.52	788.86	814.84	25.98	Not material
Websites Dev and .gov	0.00	0.00	374.40	59.40	59.40	109.40	59.40	109.40	59.40	830.80	780.80	-50.00	.Gov Implementation and hosting of this and the website
Accounting software & computer	50.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	100.00	200.00	100.00	Computer Repair
Office Materials	0.00	187.57	316.67	0.00	0.00	0.00	0.00	24.99	0.00	529.23	604.24	75.01	Fire extinguishers and Filing Cabinet purchased for Office.
Data Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Subscriptions & Insurance	680.94	0.00	0.00	0.00	0.00	192.59	152.59	152.59	152.59	1,331.30	1,426.12	94.82	Insurance and SALC membership
All Training/Cllr expenses	39.22	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	219.22	819.22	600.00	Environmental Conference Cllr Mitchell and SALC Councillor Training
Room hire PC meetings	109.00	40.00	40.00	40.00	40.00	35.00	20.00	60.00	0.00	384.00	364.00	-20.00	Village Hall
Office Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00	No costs incurred, no accruals made, immaterial
Digital mapping	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00	0.00	Pear Technology Annual Invoice
Parish Office business rates	87.50	87.50	87.50	87.50	87.50	2,014.65	101.05	101.05	101.05	2,755.29	2,755.29	0.00	All paid for year, 3 months have been prepaid.
Parish Office rent	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	750.00	750.00	0.00	Accrued to forecast
Office Miscellaneous	0.00	0.00	-0.53	0.00	0.00	0.00	33.33	0.00	0.00	32.80	99.47	66.67	No costs incurred, no accruals made, immaterial
Office costs	1,313.40	484.34	1,151.90	353.35	432.01	2,495.50	546.21	614.88	479.89	7,871.50	8,863.98	992.48	
LNP Costs incl Cost of Democracy	0.00	0.00	0.00	0.00	186.73	0.00	0.00	0.00	1,091.09	1,277.82	186.73	-1,091.09	Babergh DC Invoice
Green Maintenance	958.75	958.75	958.75	958.75	958.75	958.75	958.75	345.00	345.00	7,401.25	8,628.75	1,227.50	Charge is £958.75 per mth unchanged from prior yr
Tree Maintenance and Care	0.00	27.99	0.00	0.00	0.00	0.00	3,060.00	0.00	0.00	3,087.99	3,087.99	0.00	Bux Bush Maint
Street cleansing	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	1,278.40	11,505.60	12,005.60	500.00	Charge is £1278.40 per month unchanged from prior year
Refuse collection bins & dog bins	74.72	212.80	364.72	74.72	74.72	212.80	74.72	235.48	74.72	1,399.37	1,389.18	-10.19	Supply of dog poo bags purchased May and new bins installed June
Chapel Business Rates	135.00	135.00	135.00	135.00	135.00	135.00	1,047.97	136.17	135.15	2,129.28	2,129.97	-1.31	Should be £135 per mth
All cemetery management	0.00	15.85	0.00	0.00	19.29	0.00	0.00	19.29	0.00	54.43	1,535.14	1,480.71	No repairs done
Play equipment	0.00	0.00	0.00	267.75	0.00	0.00	2,833.00	0.00	0.00	3,102.75	3,102.75	0.00	Playquip
Street Cleaning and Green Maint	2,446.87	2,628.79	2,736.87	2,714.62	2,466.16	2,584.95	9,254.84	2,014.33	1,833.26	28,680.67	31,877.38	3,196.70	
Street furniture	170.00	145.00	865.00	0.00	0.00	205.00	150.00	0.00	0.00	1,535.00	1,835.00	300.00	Cleaning of Benches and other minor repairs
Street Lighting energy	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	4,500.00	4,500.00	0.00	Accrual based on final electricity cost for 2022/2023
PWLB interest	208.67	208.67	208.67	200.37	0.00	100.19	100.19	100.19	100.19	1,227.13	1,227.13	0.00	Minor forecasting error
Public Realm	878.67	853.67	1,573.67	700.37	500.00	805.19	750.19	600.19	600.19	7,262.13	7,562.13	300.00	
Church Street energy	157.21	120.49	79.39	38.70	44.83	47.60	54.14	64.63	129.08	736.07	842.36	106.29	Actual Costs
Church Street water	0.00	251.49	0.00	0.00	269.90	0.00	0.00	219.27	0.00	740.66	821.39	80.73	Invoiced quarterly, not material, no accruals
Church St Toilets Business Rates	58.33	58.33	58.33	58.33	58.33	1,343.10	67.37	67.37	67.37	1,836.86	1,836.86	0.00	
Prentice St Water	0.00	57.73	0.00	0.00	63.75	0.00	0.00	382.03	0.00	503.51	221.48	-282.03	Invoiced quarterly, not material, no accruals
Prentice St non EV energy	-236.79	97.35	58.76	20.23	0.77	47.97	38.40	41.47	35.29	103.45	126.69	23.24	Prentice St Non EV Energy refund E432 re estimated readings is key driver
Donation Points	35.90	35.90	35.90	35.90	35.90	35.90	35.90	35.90	35.90	323.10	323.10	0.00	£35.90 is regular monthly cost
Washroom Cleaning & Consumables	746.62	651.62	850.30	666.80	723.71	880.84	665.00	657.41	797.50	6,639.80	6,666.29	26.49	Actual Costs
Minor Maintenance	0.00	391.61	300.00	300.00	0.00	0.00	0.00	0.00	0.00	991.61	1,191.61	200.00	NCIL Accounting Correction re 22/23 and County Wash Minor Repair
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Toilet Costs	761.27	1,664.52	1,382.68	1,119.96	1,197.19	2,355.41	860.81	1,468.08	1,065.14	11,875.06	12,029.78	154.72	
Water Street green maintenance	0.00	0.00	127.88	0.00	135.00	0.00	0.00	0.00	0.00	262.88	462.88	200.00	Weed Kill carried out by JPB
Water Street Business Rates	254.17	254.17	254.17	254.17	254.17	254.17	254.17	254.17	254.17	2,287.50	2,287.50	0.00	Accrual
Water St	254.17	254.17	382.05	254.17	389.17	254.17	254.17	254.17	254.17	2,550.38	2,750.38	200.00	
Small Grants (combined)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	6,000.00	5,000.00	Lav Pre Sch only
Christmas trees/lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	650.44	2,552.50	3,202.94	2,500.00	-702.94	Festive Lights
Xmas Eve Community Carols	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00	500.00	-100.00	Accrued
1st Meadow summer facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Misc	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	342.29	1,585.00	3,109.41	1,182.12	-1,927.29	Newsletter, Bellward Leaving
Bellward Award	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No costs incurred
Community Events including Grants	0.00	1,048.78	0.00	0.00	0.00	133.34	0.00	992.73	5,737.50	7,912.35	10,182.12	2,269.77	
EV Costs	310.03	77.51	78.08	46.03	48.19	28.99	18.94	78.46	564.71	1,250.94	667.77	-583.17	E288 Anglia Charging Backdated invoice relating to 2022/2023 received May 2023.
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00	
Total Expenses	11,150.44	11,387.57	11,056.65	8,342.90	8,107.93	11,904.36	15,156.86	9,491.08	15,453.60	102,051.40	108,012.24	5,960.85	
Surplus/(deficit)	1,060.38	4,969.80	2,173.77	4,641.91	5,336.69	2,384.91	1,443.04	1,990.62	-4,014.70	19,986.43	14,591.42	5,395.01	

	B/F	Per I and E contains no earmarks	In lieu dep'n lighting earmark	NCIL Cash received	NCIL Cash Spent	LNP2 Cash Spent	LNP Overspend	Coronation Refund	Lady St Grant	NCIL Correction	Lights Donation and Spend 0	Bin Moving 0	Public Realm items Capitalised	C/F	
General Funds	143,776.98	19,986.43	-7,343.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	310.76	3,820.15	160,550.90	0.00
Ballot Fund	4,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,800.00	0.00
Public Realm	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-310.76	-3,820.15	869.09	0.00
Number 2 Lady St	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
NCIL	47,387.04	0.00	0.00	50,703.34	-8,510.20	0.00	0.00	0.00	0.00	391.61	0.00	0.00	0.00	89,971.79	0.00
Lavenham Funds in Trust	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
Neighbourhood Plan Fund	4,173.51	0.00	0.00	0.00	0.00	-4,589.60	416.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lighting Sinking Fund	27,081.58	0.00	7,343.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34,425.00	0.00
Christmas Lights Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Fair Fund	4,765.37	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	6,265.37	0.00
Total Reserves	241,484.48	19,986.43	0.00	50,703.34	-8,510.20	-4,589.60	416.09	1,500.00	-3,000.00	391.61	0.00	0.00	0.00	298,382.15	0.00

April	15,288.81	8,277.30	Capital Road Safety
October	35,414.53	232.90	County Washrooms: Public Conveniences
	50,703.34	8,510.20	

1,578.90	Broxap: New Litter Bins
588.97	Glasdon: New Dog Bins
1,491.52	Notice Board
160.76	Bin resiting
3,820.15	

Glasscubes	450.00
HJ Lazarus	165.00
Out Design	500.00
Modicum Planning	3,434.20
Project Orange: LNP Printing	40.40
	4,589.60

0.00

Prem Premium Account

31/10/2023	Balance Brought Forward	408,878.34
06/11/2023	Babergh Cleaning Grant 3 monts to 30 Sept	2,844.66

30/11/2023	Balance Carried Forward	411,723.00
------------	-------------------------	------------

30/11/2023	Per Bank Statement	411,723.00
		0.00

Current Current Account

31/10/2023	Balance Brought Forward	11,894.59
02/11/2023	Employer and Employee NEST Pension Contributions	-150.39
06/11/2023	Car Parking Income Card Payments	147.25
07/11/2023	Supplier Payment: British Gas	-19.88
10/11/2023	Supplier Payment: British Gas	-56.84
10/11/2023	Supplier Payment: British Gas	-50.40
13/11/2023	Car Parking Income Card Payments	216.60
20/11/2023	Car Parking Income Card Payments	24.70
20/11/2023	Car Parking Income Cash Donations	233.00
21/11/2023	Supplier Payment: Glasscubes	-66.00
21/11/2023	Supplier Payment: BT	-76.91
21/11/2023	Supplier Payment: Infinity Cleaning	-798.00
21/11/2023	Supplier Payment: JPB Landscapes	-2,684.58
21/11/2023	Andrew Smith October Net Wages	-2,063.75
21/11/2023	Andrew Smith Ezpenses Claim Copier Paper	-29.99
21/11/2023	Supplier Payment: Village Hall	-20.00
21/11/2023	Supplier Payment: Onsite IT	-71.28
21/11/2023	Supplier Payment: Royal British Legion Wreaths	-40.00
21/11/2023	Supplier Payment: Babergh DC Bin Resiting	-192.91
21/11/2023	Supplier Payment: Bartletts Box Bushes	-2,760.00
21/11/2023	Supplier Payment: Bartletts Box Bushes	-456.00
23/11/2023	UKPN Wayleave Income	25.17
27/11/2023	Car Parking Income Card Payments	51.30
27/11/2023	Supplier Payment: Festive Lights	-780.53
27/11/2023	Supplier Payment: BT	-7.73
27/11/2023	Car Parking Income Cash Donations	79.00
30/11/2023	Supplier Payment: Paya Cardless	-43.08

30/11/2023	Balance Carried Forward	2,303.34
------------	-------------------------	----------

30/11/2023	Per Bank Statement	2,303.34
		0.00

Search Advanced search

>	Date	Description	Money In	Money Out	Balance
>	Mon, 4 Dec 23	INTEREST PAID GROSS	£1,385.72		£413,108.72
>	Mon, 6 Nov 23	BABERGH GEN PAYMTS	£2,844.66		£411,723.00

Help with a transaction

Export All Download All PDF Print All

411,723.00

> Pending debit card transactions

>	Date	Description	Money In	Money Out	Balance
>	Mon, 4 Dec 23	POST OFFICE	£75.00		£2,453.39
>	Mon, 4 Dec 23	CHARITIES TRUST	£75.05		£2,378.39
>	Thu, 30 Nov 23	GOCARDLESS		-£43.08	£2,303.34

2,303.34

Prem Premium Account

30/11/2023	Balance Brought Forward	411,723.00
04/12/2023	Interest	1,385.72
07/12/2023	VAT Refund	1,268.73
08/12/2023	Transfer to Current	-20,000.00
22/12/2023	VAT Refund	1,421.63
<hr/>		
31/12/2023	Balance Carried Forward	395,799.08
<hr/>		
31/12/2023	Per Bank Statement	395,799.08
		0.00

Current Current Account

30/11/2023	Balance Brought Forward	2,303.34
04/12/2023	Car Parking Income Cash Donations	75.00
04/12/2023	Car Parking Income Card Payments	75.05
06/12/2023	Employer and Employee NEST Pension Contributions	-150.39
07/12/2023	Supplier Payment: British Gas	-82.38
08/12/2023	Transfer from Deposit Account	20,000.00
08/12/2023	Supplier Payment: Sterling Electrics Christmas Lights	-1,300.00
08/12/2023	Supplier Payment: Keith Avis Newsletter Printing	-172.00
08/12/2023	Supplier Payment: Lavenham Parochial Council Newsletters	-1,413.00
08/12/2023	Supplier Payment: JPB Landscapes	-1,948.08
08/12/2023	Supplier Payment: Infinity Cleaning	-788.89
08/12/2023	Supplier Payment: Village Hall	-60.00
08/12/2023	Supplier Payment: Philip Snelling Defibrillators	-440.95
08/12/2023	Supplier Payment: Zoom	-15.59
08/12/2023	Andrew Smith Net Wages	-2,898.16
08/12/2023	Jane Bellward Net Wages	-129.20
08/12/2023	Supplier Payment: Onsite IT	-71.28
08/12/2023	Supplier Payment: Onsite IT	-60.00
08/12/2023	Supplier Payment: Babergh DC Bus Rates Water St	-2,534.72
11/12/2023	Car Parking Income Card Payments	112.10
12/12/2023	Supplier Payment: Anglian Water	-382.03
12/12/2023	Supplier Payment: Anglian Water	-219.27
12/12/2023	Supplier Payment: Anglian Water	-19.29
12/12/2023	Supplier Payment: British Gas	-67.86
12/12/2023	Car Parking Income Cash Donations	88.00
14/12/2023	Supplier Payment: British Gas	-43.54
14/12/2023	Supplier Payment: Glasscubes	-66.00
18/12/2023	Car Parking Income Card Payments	60.80
18/12/2023	Car Parking Income Cash Donations	75.00
21/12/2023	Supplier Payment: BT	-76.91
27/12/2023	Car Parking Income Card Payments	79.80
27/12/2023	Supplier Payment: BT	-7.73
28/12/2023	Employer and Employee NEST Pension Contributions	-217.75
<hr/>		
31/12/2023	Balance Carried Forward	9,704.07
<hr/>		
31/12/2023	Per Bank Statement	9,704.07
		0.00

Recent transactions



Business Premium ME
20-83-50 20567116

£395,799.08
Last night's balance £395,799.08

Date	Description	Money in	Money out	Balance
Fri, 22 Dec 23	HMRC VTR	+ £1,421.63		£395,799.08
Fri, 08 Dec 23	208350 00567094		-£20,000.00	£394,377.45
Thu, 07 Dec 23	HMRC VTR	+ £1,268.73		£414,377.45

[View all transactions](#)

395,799.08

Recent transactions



COMMUNITY
20-83-50 00567094

£9,813.99
Last night's balance £9,704.07

Date	Description	Money in	Money out	Balance
Tue, 02 Jan 24	POST OFFICE	+ £153.00		£9,813.99
Tue, 02 Jan 24	GOCARDLESS		-£43.08	£9,660.99
Thu, 28 Dec 23	NEST		-£217.75	£9,704.07

9,704.07

August			BDC	LPC
03085	68 Church St	Garden Room and Shed	Approved	Approval
03091	River Cottage, Lower Rd	Trees	Approved	Approval
03467	The Guildhall	Pune 1 Hazel Tree	Approved	Approval
03012	1 Green Willows	Garage, revision of 00424	Approved	Approval
01344	Land West of Bury Rd	6 Houses	Refusal	Refusal
02224	Briarside, Bridge St Rd	New House	Approved	Approval
September				
03637	21 Shilling St	Extension: Planning Permission	Approved	Approval
03638	21 Shilling St	Extension: Listed Building Consent	Approved	Approval
03840	Rear of 45 High St	Changes to roof and windows	Approved	Not Consulted, non material amendment
03803	Garden Cottage, 16 High St	Trees	Approved	Refusal
03713	Old Saddlery 93 High St	Trees	Approved	Approval
04089	Little Hall, The Market Place	Fell two trees	Approved	Comments deadline Sep 21, extension declined
October				
03819	The Pound, 2 Park Rd	Extension	Approved	Approval
03806	Dean House, Church St	Extension and roof over inner courtyard	Approved	Approval
03523	3 Pegtile Ct	Listed Building Consent	Refusal	Refusal
November				
04503	42 High St	Hand rails by front door	Approved	Approval
04879	53 Green Willows	Willow pollard	Approved	Approval
04420	51 High St	Change of use from Dental Practice to residential	Approved	Approval
04410	15 The Paddocks	Garden Room	Refusal	Approval
January				
05448	The Hall, Hall Rd	Fell three trees	Approved	Approval
02659	Second Meadow Stables	Erection of new buildings, demolition of old	Refusal	Refusal
05244	73 Church St	Listed Building Consent: Stairlift	Approved	Approval
05658	Rowan Cottage, The Common	Extension to Car Port	Approval with Condition	Approval with Condition
05679	37 Water St	Windows and Doors, replacement and new	Approved	Approval
05680	37 Water St	Listed Bldg: Windows and Doors, replacement and new	Approved	Approval
05724	4 Butfield	Garage Conversion and extension	Approved	Approval
04883	Land off Norman Way	Erection of Cartlodge/Store	Approved	Refusal
Open items:				
00223	Pippins, Bridge St Rd	Tree pruning	Ongoing	Ongoing
00214	41 High St	Conversion of garage to residential annex	Ongoing	Ongoing

Lavenham Parish Council Planning Group.

Agenda Item 14b: Planning Applications for consideration at LPC meeting on 1st February 2024

DC/24/00214 Application for planning permission

Carvings 41 High Street Lavenham Sudbury Suffolk CO10 9PY

Householder Application - Conversion of garage/workshop to form residential annexe for family members.

Comments by 8th Feb 2024

This application is not a listed building, but Permitted Development Rights were removed when the Ropers Mill was converted to a number of houses including 8, 6 & 4. It is in the Conservation area and inside the Settlement boundary.

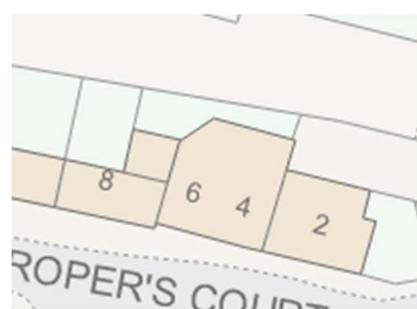
Planning application DC/23/00545 for number 8 was approved in April 23 to remove a Window & replace with Aluminium French doors. The location of this application is directly next door. The LPC recommended refusal due to the use of Aluminium as inappropriate.

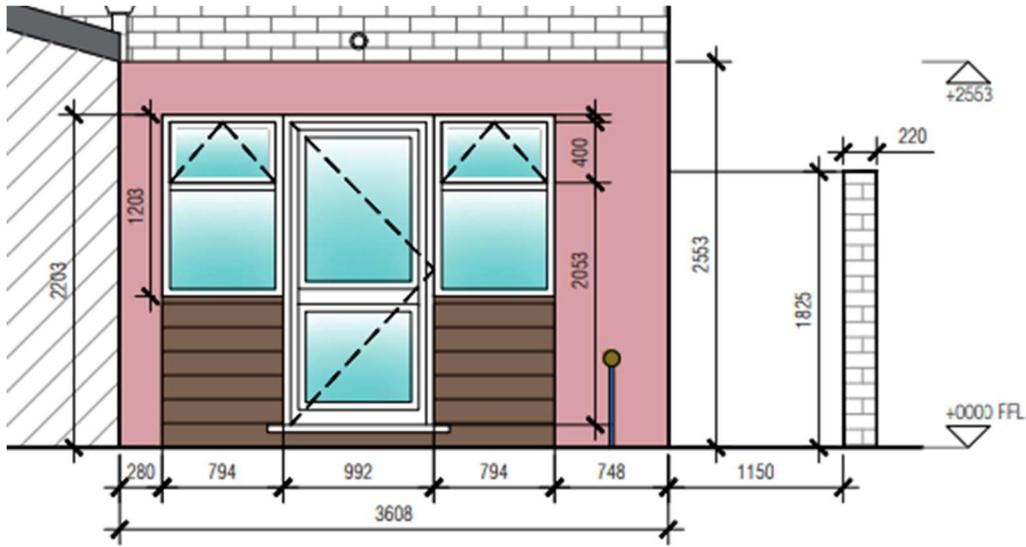
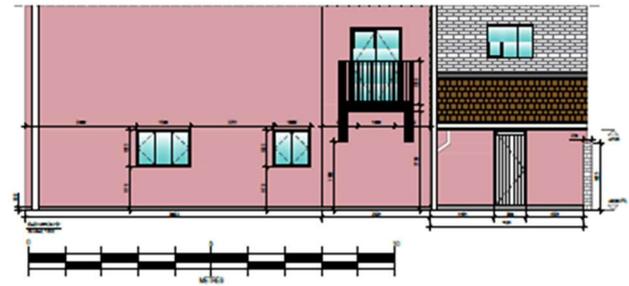
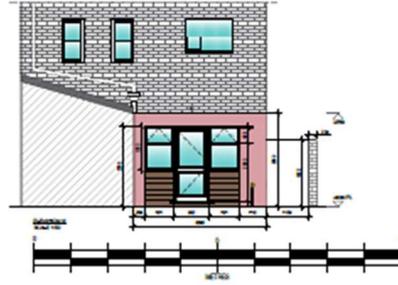
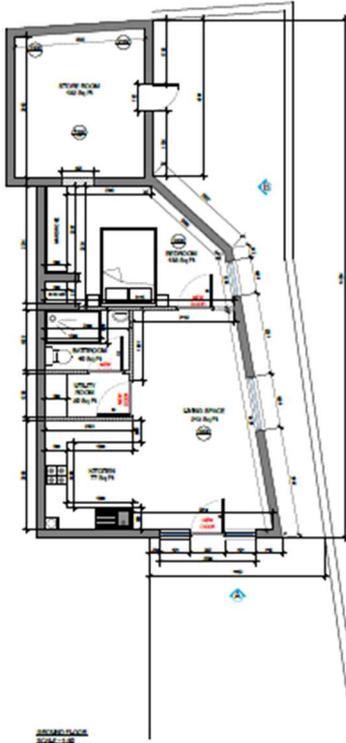
This application seeks to create a "Granny Annex" is what is a Garage space, adding small timber windows to the side facing the boundary wall. The single storage room at the rear is retained. The footprint is not changed as it is contained within the existing structure. The garage door is replaced by timber windows & door with a small area of timber cladding below,

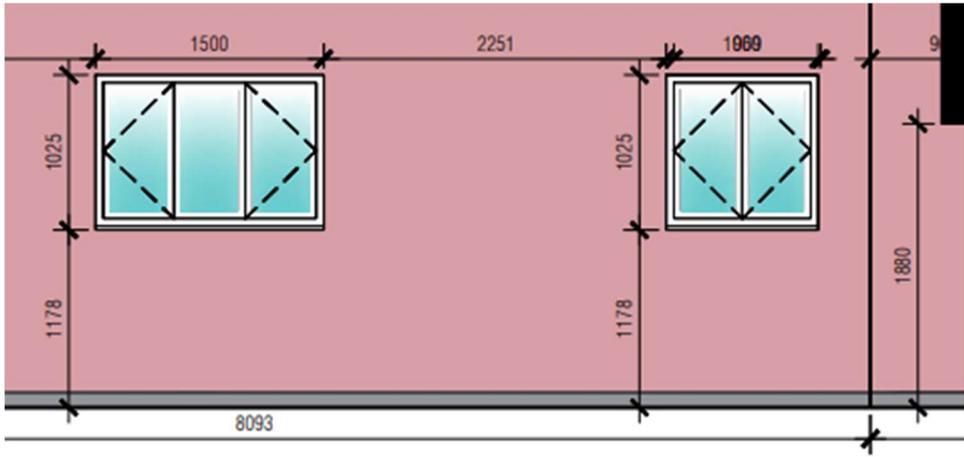
The boundary wall is 1.8m high & the top of the side windows is 2.2m so they will only be partially visible from the footpath to the new Paddocks development. The windows are to be timber.

This is conversion of an existing building and providing that the conversion is conditional on not creating a separate dwelling, but an annexe. This will have little impact on the area or surrounding properties. It is compliant to LNP 2016 Policy D2 Design & Character as appropriate materials are being used and the impact on the Street Scene is negligible due to the location.

Recommend Approval on the condition that conversion does not form a separate dwelling and is only used as an Annex.







DC/24/00223 Application for Works to Tree Subject to a Tree Preservation Order
Pippins Bridge Street Road Lavenham Sudbury Suffolk CO10 9SH

Application for Works to Tree Subject to a Tree Preservation Order WS240/G1 - T1 and T2.

Field Maples reduce the crown by around 3m, leaving the trees around 6m tall.

This is re-reduction work, managing the trees as privacy screens.

Comments by 6th Feb 2024

The two trees are on the boundary with the playing field car park:



This is routine maintenance of trees covered by a Tree Preservation Order noted in the application form.

Recommend Approval

Planning – Local Validation Lists

Local Validation Lists (LVL) are guidance to the Babergh District Council Planning Team when registering planning applications.

When applications are loaded to the Babergh Planning Portal they are described as 'Validated'.

The North Norfolk District Council website describes these as 'the compendium of the supporting documents which are required to be submitted when making a planning application'.

The Babergh website further explains that:

'Since our Local Validation List (LVL) was amended last year, our new Joint Local Plan (JLP) has been adopted and the LVL has undergone further revisions as a consequence. These revisions are such that formal six week consultation will be required'

There are two LVL:

- A) The Part 1 or 'Householder' LVL which applies to 'Works or Extension to a dwelling and should be used for proposals to alter or enlarge an occupied single house, including works within the curtilage (boundary/garden) of a house.

- B) The Part 2 or 'Major and Minor Development' LVL which applies to Minor Developments i.e. where the number of dwellings to be constructed is between 1 and 9 units. A major Development, for dwellings, is one where the number of dwellings to be constructed is 10 dwellings or more.

Babergh Council advises that

The Level 1 Householder document is largely unaltered but contains a new section on Biodiversity Net Gain.

The Level 2 Major and Minor Developments document contains more changes:

The main new matters covered by the draft LVL for Minor and Major applications are:

- Building for a healthy life - Wellbeing Impact Assessment
- Biodiversity Net Gain
- Flood Risk Assessment for some Minor applications.

In addition, the following have been added. Validation details are now required for:

- Intensive livestock and poultry farming
- Rural Workers' dwellings
- Employment land within the Strategic Corridors
- Tourist accommodation (For sites outside settlement boundaries in the countryside, applicants shall demonstrate an overriding business need as to why the accommodation must be in this location; For applications to remove holiday occupancy conditions, Evidence of a minimum of six months of marketing shall be provided).

LAVENHAM PARISH COUNCIL:

- Water supply management
- Water resources and infrastructure
- Town centre uses

Some applications will now require the following:

- Safe, sustainable and active travel compliance
- Transport statements and assessments
- Transport Network Noise Assessment'

Motion:

To delegate to the Planning Working Group responsibility to:

1. Liaise with the Neighbourhood Plan Review Group.
2. Prepare a formal response, for submission by the Clerk, to Babergh District Council.
3. Report the responses submitted to the March 2024 meeting of the Council.

26th January 2024

Response to Second Focused Consultation

Professional advice was obtained and discussed by the Vice-Chair, Councillor Morrey and the Clerk in accordance with the delegated authority.

This delegated authority included a commitment to detailing to Council the response which was sent. That response is as below:

Consequent of the revisions to the NPPF made in December 2023 asking the question: 'Do any of the changes introduced through the new NPPF (Dec 2023) have implications for the LNP2 with regard to it meeting the relevant basic condition test? the Parish Council's representations are as follows:

The Parish Council wishes to draw the LNP2 Examiner's attention to NPPF December 2023 Paragraph 73, which includes new text relating to community-led developments.

In light of the new text relating to community-led development, and to strengthen the alignment between NPPF December 2023 and LNP2, the Parish Council considers it would be prudent for minor clarifications to be made to:

- LNP2 Policy LAV 17 Clause 1 (in addition to those already suggested in response to Regulation 16 representations)
- Supporting paragraph 7.5.1 and the LNP2 Glossary.

A) Assuming the clarifications already suggested have been accepted, Clause 1 should be further clarified to include specific reference to community-led developments, as follows

- 1 *Proposals for small-scale affordable housing schemes on rural exception sites and exception sites for community-led development that are adjacent to the settlement boundary and well-connected to key services, where housing would not normally be permitted by other policies, will be supported provided that:*
 - a *the proposal by virtue of its size, scale and type will not exceed the identified local need;*
 - b *the types of dwellings to be provided are consistent with the needs identified in housing needs surveys undertaken for Lavenham Parish;*
 - c *they are not significantly damaging to the Defined Views into and out of Lavenham and are not detrimental to the wider Parish landscape;*
 - d *the proposal is appropriate to the size/scale and character of the village – consistent with LAV 13, the community strongly prefers schemes of no more than 12 dwellings;*
 - e *the proposal is also acceptable in terms of other detailed considerations such as site location and circumstances, design, layout, materials, landscaping, biodiversity, impacts on the countryside, amenity and access, flood risk etc; and*
 - f *the affordable housing is provided in perpetuity.*

LAVENHAM PARISH COUNCIL:

B) A second sentence should be added to supporting paragraph 7.5.1, as follows:

7.5.1 The purpose of Policy LAV 17 is to adopt a supportive approach to the delivery of additional rural exception sites where it can be demonstrated that the scheme will meet Lavenham-specific needs for affordable housing. The definitions of rural exception sites and community-led development (see Glossary) are as set out in Annex 2 of NPPF December 2023.

C) The NPPF December 2023 (Annex 2) definitions of rural exception sites and community-led development (as set out above in this report) should be added to the LNP2 Glossary.

D) All references to NPPF in LNP2 submission version should be updated to correspond with NPPF December 2023.

22nd January 2024