

## **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 11<sup>th</sup> July 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 local matters. This item will generally be limited to 10 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 the last meeting of the Council**
- 5. Public participation session (10 minutes)**
- 6. Chairman's Announcements**
- 7. Local Authority Councillors' Reports**
- 8. Proposed introduction of car parking charges by Babergh District Council**
  - 8.a Receive report from the Clerk summarising comments made at Public Meeting concerning Car Park Charges held Thursday June 27<sup>th</sup> 2024.**
  - 8.b Receive report from the Clerk setting out the various advantages and disadvantages of the options available to the Parish Council.**
  - 8.c Motion to not enter into negotiations with Babergh Council to change in any way the Babergh Council proposed scheme of car parking charges. In particular Sunday will remain free of charges.**
  - 8.c Motion to finalise the concessions to the proposed scheme of car parking charges, as set out in Option 1, for implementation by Babergh Council. There will be no further public consultation, the Parish Council will not subsidise free car parking in the village.**

- 8.d **Motion to enter into negotiations with Babergh Council to finalise the level and period of subsidy required to halt the implementation of car parking charges.**

**Subsequent to these negotiations Council will convene a Public Parish Meeting and at that meeting invite local government electors to demand a poll which will ask electors whether or not they wish the Parish Council to enter into the agreed subsidy arrangements.**

**Should the electors at the poll not support the agreed subsidy Council will ask Babergh to introduce charges with the finalised concessions as set out in Option 1.**

## **9. EV CHARGERS**

- 9.a **Receive report from the Clerk**

- 9.b **Motion that the Parish Council request Suffolk Council to share the details of all Parish Council controlled chargers with Connected Kerb for them to arrange an initial survey.**

## **10. Planning**

**Planning Group: To receive reports and recommendations.**

## **11. Clerk/RFO report**

- 11.a **Update concerning maintenance and enhancements of Public Realm.**

- 11.b **Update concerning revised Standing Financial Regulations**

- 11.c **Motion: to approve Accounts for the months ended 31 May 2024 and 30 June 2024**

- 11.d **Motion to approve Receipts and Payments for the months ended 31 May 2024 and 30 June 2024**

## **12. Date of next meeting – Thursday 8<sup>th</sup> August 2024**



Andrew Smith  
Clerk to the Council  
Parish Office  
Church St  
Lavenham

Date: 4<sup>th</sup> July 2024

**PARISH COUNCIL MEETING**

Held on Thursday 6<sup>th</sup> June 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, June 2024 Meeting Pack. Paper copies are also available.*

**Present:**

Chair: Cllr Janice Muckian. Cllrs: Alison Bourne, Iain Lamont, Irene Mitchell, Mary Morrey, Jane Ranzetta, Chris Robinson and Michael Sherman. Six members of the public.

**Opening Statement by the Chair:**

The Chair began by welcoming everyone and introduced herself 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 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.

**1. Apologies and approval of Absences**

The Clerk explained that all Councillors are present except Cllr Domoney who had not responded to the summons to the meeting.

**2. Declarations of Interest**

Cllr Mitchell declared an interest in item 8b: 'Motion to include Water St Car Park within Babergh arrangements'.

**3. Requests for Dispensations**

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

Council paused for a minute of silence to give thanks to all of those involved in the Normandy landings of 6<sup>th</sup> June 1944.

**4. To approve as accurate minutes of the 9<sup>th</sup> May 2024 meeting of the Council**

The Chair introduced the minutes emphasising that these had been on the Parish Council website for two weeks. The Clerk explained that one Member of the Public had been in contact suggesting minor clarifications and that those comments had been incorporated in the draft minutes. Cllr Mitchell highlighted the absence of the word 'all' in item 13b. The minutes were changed to include that correction.

**Motion:** to approve as accurate the minutes of the 9<sup>th</sup> May 2024 meeting of Council.

**Proposed:** Cllr Morrey

**Seconded:** Cllr Sherman

**Decision:** The minutes of the 9<sup>th</sup> May 2024 meeting of the Council were approved as accurate with no votes against. Cllrs Bourne, Ranzetta and Robinson abstained having not been present at that meeting.

**5. Public Participation Session**

The Chair reminded Members of the Public of the protocol for this session. Those who wish to ask a question or make a statement have three minutes. Matters raised must concern business on the agenda or local matters. If a question cannot be answered tonight Members of the Public should contact the Clerk with their name and contact details and will receive a written response within 28 days.

A Member of the Public asked whether the priority signs on Water St will be restored saying that in his opinion the lack of priority signs was leading to more drivers going onto the pavement.

The Chair responded that Council is prioritising the installation of the enhanced lorry signage and that the report had shown that there was little or no increase in conflicts consequent of the removal of the signs and that the conflicts are mainly related to lorry traffic. The aim is to reduce the number of lorries in Lavenham and stop the problem at source.

A Member of the Public informed Council that a meeting of the Trustees of the Lavenham Community Council had decided that should Babergh Council introduce charges to the Church St car park (with the local use concessions suggested) then the Community Council would pass control of its car park to Babergh Council.

## **6. Chairman's Announcements**

The Chair began by informing Councillors that Cllr Falconer had that day resigned from Council. She said that she will miss Cllr Falconer and that Council will miss her contribution, getting James Cartledge interested in our lorry issues was, she said, a triumph of perseverance. She expressed hope that one day, at a time of her choosing, Cllr Falconer will return to Council. The Clerk will inform Babergh Council of Cllr Falconers resignation.

The Chair expressed her personal thanks and the thanks of Council as a whole to the Lavenham Volunteer Group for their recent endeavours including the tidying of the Cemetery and the clearing of the Melford Road path.

The Chair thanked the Clerk for arranging with Babergh Council the repair/replacement of street signs in Church St, Sudbury Rd, Water St and Weavers Close.

The Chair told Councillors that Babergh Council had informed the Parish Council that:

'Having considered all of the proposed modifications in the Examiners Report, and having also taken into account the views of the Parish Council on this matter, it is the District Councils decision that: LNP2 as modified to incorporate all of the modifications set out in the Independent Examiners Report dated 11 April 2024 complies with the Basic Conditions as set out in Paragraph 8(2) of Schedule 4B of the Town & Country Planning Act 1990 (as amended). Lavenham Parish Council are therefore instructed to amend their plan accordingly and, subject to the satisfactory completion of that task, the District Council will advance LNP2 to a local referendum covering the parish of Lavenham'.

The Chair reported that the task of incorporating the Examiners suggestions into the Plan is underway and that a short summary of the document will be available later in the summer which will answer the most frequently asked questions.

The Chair reminded Councillors that with regards to the proposed 20 mph scheme, the consultation period ended on 19<sup>th</sup> April 2024 adding that no further communication had been received from Suffolk County Council

The Chair spoke concerning the Gigaclear Fibre to the Premises (FTTP) project advising Councillors that further works are planned in the village and should any problems arise, the Gigaclear Community Engagement Manager (Andrew Lipski) can be contacted via the Lavenham Facebook page.

Council she said had written to the bus company asking them to clarify the rules about the bus stopping in a 'concessionary' manner in the High St between the stops.

The Chair concluded by reminding Councillors that the Clerk had advertised that Council is once again able to Council to award support to local groups and organisations with the policy and application form on the Parish Council website and the closing date is Monday June 24<sup>th</sup> 2024.

## **7. Local Authority Councillors' Report**

District Cllr Clover read his report to the Meeting highlighting that Capital Grants of up to £10,000 are now available to assist community groups in making improvements and repairs to social infrastructure including village halls, play areas, sports clubs and recreational facilities.

District Cllr Clover informed Councillors that, in compliance with Government legislation, Babergh is to introduce a new waste collection service which ultimately could comprise an up to five bins per household system. Food waste will be a new separate category to mitigate against food going into landfill and household glass collection is to be introduced alongside the present other three bin collections. The implementation of this new service is scheduled for 2026.

He told Councillors that the Babergh District Council Annual Meeting had taken place on Monday 20<sup>th</sup> May 2024. Cllr Deborah Saw had been elected as the new Council Leader with a proposal to elect Cllr Holt as Chair of the Overview & Scrutiny Committee, on the basis that he was outside the Coalition, receiving strong support but having been narrowly defeated.

Cllr Mitchell asked Cllr Clover the size of the Grants Fund. Cllr Clover advised that he did not know but would report later.

Cllr Sherman asked if a risk assessment had been done concerning the proposed bin collections particularly in respect of pavements being blocked with extra bins and vermin control. Cllr Clover replied that he would report back. He emphasised that these were Government requirements.

The Clerk explained that County Cllr Lindsay was unable to attend due to his General Election commitments and highlighted the key points of his report.

His group (Green, Liberal Democrats and Independent) had proposed a motion for council on Thursday 23<sup>rd</sup> May 2024 to lobby the government for improved funding for local authorities. The motion had been seconded by the Conservative administration and voted through unanimously in the Chamber..

Students he wrote now have to be in education or training up to the age of 18 with Suffolk receiving no funding from the government to pay for the transport of post 16 students. In 2023-24, the average cost for a "mainstream" seat was £1,701 and the average cost for a Special Educational Needs (SEND) student seat was £11,819.

The proposal approved by Cabinet was for the charge for a mainstream seat to rise to £1,050 a year, which is a £90 increase from last year. There will be no increase for SEND students so their seats will remain at £780 a year. The 50% reduction in charge for families on a low income and in receipt of free school meals will continue for another year.

Cllr Lindsay concluded by informing Councillors that Suffolk has produced a new SEND strategy with input from children, parents, carers and members of staff who work in SEND services which aims to improve services in several areas where they have been criticised by inspectors: communication, outcomes for SEND children and improved timeliness and quality of Education, Health and Care Plans (EHCPs) and Annual Reviews.

## **8. Proposed introduction of car parking charges by Babergh District Council**

The Clerk outlined the proposals from Babergh Council of £1 for up to 2 hours rising to £2.50 for all day parking. Annual Parking permits would cost £250.

The Clerk explained that the first option is that these charges are reduced by offering two hours free parking to users of the Community Centre, Pre School, Library, and Surgery (most probably via check-in machines in the buildings) and that the cost of the annual parking permits be reduced to approximately £95. These concessions, he said, have been achieved as a result of negotiations between the Parish Council and Babergh Officers funded by an agreement to extend charging to Sundays.

He commented that the Parish Council currently receives approximately £18,000 annually of visitor donations for use of the car parks and toilets which supplement the Precept income. The imposition of car parking charges is anticipated to lead to a very significant fall in these donations.

Option 2 he said is to continue to negotiate with Babergh requesting further mitigations and changes to the mitigations. He explained that Babergh Officers had made it clear that no further significant mitigations are possible without additional funding being available.

Within Option 2 he explained that the PC needs to decide whether it is going to continue to offer free parking in the Water St Car Park or permit Babergh Council to introduce charges there also and use these revenues to fund additional mitigations.

If the Water St Car Park remains free it will, he said, fill with relatively long-stay vehicles e.g. those car sharing for journeys to Stansted Airport and become the preferred parking for many visitors.

He added that congestion and the potential for accidents and damage to pavements and buildings on Water St will increase as car drivers check first whether there are any Water St spaces available and that increased usage of the car park will increase wear and tear on the shingle surface and the protective membrane below. If car parking charges are introduced in Water St, then the charges will be payable, for legal reasons, to Babergh not the PC. The PC would be able to ask Babergh to contribute towards these increased maintenance costs.

The third option is that Babergh Council has said it 'would be prepared to remove the proposed Lavenham changes should the Parish Council be prepared to offer £67,500 in year 1 rising to £75,000 in year 3 (these figures are open to downward negotiation) to Babergh Council as a subsidy'.

Such an arrangement, he said, would allow the allow the Community Centre and Surgery to continue to allow un-restricted free parking in their car parks, if Babergh introduce car park charges in the Church St Car Park these organisations will have no choice but to include their car parks within the Babergh arrangements. The alternative would be for them to construct entrance gates or impose the charges themselves to avoid their car parks being abused. He referred to the motion passed by the Lavenham Community Council confirming this.

Additionally, such an arrangement, he said, would:

- a) Not encourage additional on-street parking which will make it more difficult for residents to find places to park near their homes and near the shops and further put pressure on Market Place.
- b) Allow the Parish Council to continue to receive car parking donations which would contribute towards the subsidy paid to Babergh.
- c) Require an increase in precept. The charge to a Band D household would be 75 pence to £1 a week with increases each time Babergh increase the underlying charges.

The Clerk reminded Councillors that there has been some suggestion that a Residents Parking Permit scheme could or should be introduced to manage on-street parking but that such a scheme would have to be introduced by Suffolk County Council and (due to the necessary public consultations etc) would take two years to implement. It would not guarantee permit holders a parking place near their home. Annual Permits would cost approximately £100 per vehicle.

He concluded by saying that any changes to the current arrangements would concern residents and that possible methods of engaging with the Village include an Extraordinary Public Meeting or a village poll i.e. referendum or both.

Cllr Robinson said that there should be a village poll and that we should take a hard line in negotiations with Babergh asking the Farmers Market for a contribution. He suggested that should the PC pay Babergh a subsidy then the signage requesting donations should be expanded and rewritten. Water St he said has to be included within any introduced charges.

The Clerk explained that the poll would take a couple of months to organise and would be an evening of voting, in person only with no postal etc voting, in the Village Hall and that the cost to the Parish Council would be approaching £1,000.

Cllr Sherman expressed his concerns with respect to a poll particularly the difficulty that older residents would face getting to the Village Hall many of whom don't have a car. People, he said, should pay for their car parking. Many older people he said are in difficult financial positions. Water Street he said would need to be included in any charging arrangements. Car Parking in Market Place he added would then need to be controlled to ensure that it was free for shoppers. The Chair explained that the Market Place is legally a public highway, in the control of Suffolk County Council, and is not in the control of the Parish Council. Any changes to car parking in the Market Place would take two years to implement.

Cllr Mitchell explained that having declared an interest she would not speak in connection with Water St but wished to speak with respect to the other matters under discussion.

Cllr Mitchell began by expressing agreement with many of the comments of Cllrs Robinson and Sherman. She explained that Babergh had agreed to appoint a Project Manager for the first two to three years of the new parking arrangements to work with communities developing and supporting plans to manage the consequential changes, where required, to arrangements for on-street parking. There would however be a two to three year wait for any such changes to be made due to the need to work with Suffolk County Council.

Cllr Mitchell questioned whether such an increase in Precept would be acceptable to residents as it would increase the Parish Precept to near the level charged by Babergh. She spoke of the complex equity issues of raising the precept highlighting that many on the edge of the village have off-street parking and do not use the car parks. The Chair responded that many on the edge of the village drive to the centre of the village to park.

Cllr Bourne said that it was a complex matter with no easy answers adding that for the village to thrive people need to come into the High St and the Market Place. The Water Street car park, she said, must be included.

Cllr Ranzetta said that it was a very difficult question. She asked if the car parking would be free at night. The Chair confirmed that it would be. She said that she had some sympathy for all the arguments raised so far. The Water Street car park, she said, must be included.

Cllr Morrey said that the Water St car park must be included adding that a public meeting must be held to understand village opinion. Cllr Morrey expressed concerns that introducing charges to the car parks would lead to a growth in on-street parking which would be an inconvenience to all. She concluded by saying that she empathised with those who do not own a car and would not wish to pay more Council Tax to subsidise parking and those who are struggling to pay their Council tax.

Cllr Lamont said that he supported a Public Meeting. He said that with respect Water St it needed to be remembered that the Parish Council had spent nearly £300,000 renovating the Water St Car Park only several years previously and that it is a Parish Council asset. He added that its distance from the other car parks would mean that there might be much less change in the usage than had been suggested.

Cllr Lamont said that Babergh needed to pay a reasonable amount for the right to charge in Water St. The draft motion he said was insufficiently clear as to how much Babergh should pay the Council for this right to charge or the maintenance responsibilities being transferred.

After discussion Cllr Lamont proposed an amendment to the motion so that it reads 'that should Babergh Council introduce charges in the Church St and Prentice St Car Parks the Parish Council will ask Babergh Council to introduce the same charges in the Water St Car Park conditional on concluding satisfactory negotiations with Babergh Council to use those funds to enhance the proposed mitigations and/or contribute to the maintenance of the Water St Car Park'

**Item 8b Motion:** to approve amendment to the motion

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Lamont

**Decision:** Approved unanimously. Cllr Mitchell abstained.

**Item 8c Motion:** that the Clerk should convene an Extraordinary Public Meeting to enable Members of the Public to ask questions and express their views on the proposed changes.

Cllr Mitchell asked if a date was proposed. The Clerk replied that the proposed date was Thursday June 27<sup>th</sup>. Cllr Mitchell urged all Councillors to spread the word that a Public Meeting is scheduled.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Robinson

**Decision:** Approved unanimously

### **9. Motion to purchase a Speed indicator Device**

The Clerk explained that at its meeting of May 9<sup>th</sup> 2024, in the context that Suffolk Highways have explained that it will take six months to install the two new SID posts on Melford Rd, Council agreed that the Clerk should obtain three quotes for SID device. The additional Sid is to put initially on the existing Melford Rd SID post.

The Clerk explained the prices and details of each device reporting that the quotes vary between £2,400 and £4,600 and all quotes are for solar powered units with battery backup and display emojis.

All devices he said offered data download but one of the units does not allow this to be done remotely. For this device (Pandora) a laptop PC has to be connected via a cable to the device at the roadside. Therefore, he did not recommend this device.

The ease of moving the devices, he explained, varies considerably. Elan and Truvelo devices are more complicated to move and are therefore not preferred.

The Westcotec device, he said, is manufactured in Norfolk and is highly recommended by other local councils e.g. Acton and Cockfield but is approximately £1,000 more expensive than any other device.

The Messagemaker device, he concluded, is easy to move, moderately priced, has a six year warranty and has remote data download and is therefore considered most appropriate. He reminded Councillors that when the new, much better sited, posts are installed that the intention is to buy a further SID and that it would be desirable for it to be the same type as the SID purchased now.

Cllr Sherman highlighted the length of the Messagemaker warranty. The Chair directed Councillors to the lists of advantages and disadvantages, coloured green and red, in the working papers.

Cllr Robinson asked if discounts could be obtained by explaining to the supplier that it is our intention to ultimately purchase two advices. The Chair agreed that this is a question which should be asked of the preferred supplier.

Cllr Mitchell pointed out that the ability to access the data remotely might make possible putting a SID on the Bury Rd which so far had not been possible because the narrow verge made accessing the SID, per County Council guidance, unacceptably dangerous.

Cllr Sherman asked why two SIDs are required on the Melford Rd and whether SIDs slow down vehicles. The Chair replied that the intention was to slow vehicles in both directions and that the data was that the cameras did have an effect.

Cllr Lamont asked if Neighbourhood CIL will be used to fund this. The Clerk confirmed that it will.

The Highways Act 1980 section 274A confers on Parish Councils the power to contribute towards the cost of traffic calming measures and the Road Traffic Regulations Act 1984 section 72 confers on Parish Councils the power to provide traffic signs and other notices.

**Motion:** that the Clerk order a Messagemaker device at a cost of £3,590 plus VAT.

**Proposed:** Cllr Mitchell

**Seconded:** Cllr Sherman

**Decision:** Approved unanimously

### **10. Clerk RFO Report**

#### **a An update concerning maintenance of the Public Realm**

The Clerk tabled the working paper and drew Councillors attention to the slow progress by Suffolk Highways to some items and their refusal to progress other items in particular Suffolk Highways have refused the requests for maintenance of all the street signs we reported to them for repair/replacement and also the repair of the bollards by the Swan Hotel.



Suffolk Highways have also written to the Parish Council explaining that "Unfortunately, due to financial constraints, the parapet repairs at Slough Farm Bridge that we hoped to undertake in 2024 have had to be postponed for another year. This follows a recent review of the forward programme of all structures work alongside the 2024/25 budget allocation, which has resulted in several structures projects no longer being affordable in the current year. According to our records the bridge isn't listed – notwithstanding this we are committed to repairing the structure to match the original details'.

The Lorry signs have been ordered from Suffolk Highways who despite having told us the price was final now seem to be saying that it was not quite final. We await further information.

A new grit bin has been purchased for Meadow Close and will be installed shortly.

Cllr Lamont asked if the Clerk was aware that advertising material had been attached to the Church Rd sign, advertising material which had previously caused the sign to fall over. The Clerk said that he was aware and had written to Babergh Council.

Cllr Mitchell asked when the Suffolk County Council street weed treatment will be. The Clerk replied that it is scheduled for week beginning June 3<sup>rd</sup> 2024.

b An update concerning the CIL application for construction of footpath on Melford Rd near Green Willows.

The Clerk explained the timeline of this project from Summer 2023 when the idea was put forward by local residents and agreed by the Parish Council. In Winter 2023, he explained, Babergh Council had confirmed that the bid was compatible with the Babergh Local Cycling and Walking Infrastructure Plan and that should the bid for the construction of the footpath come from Suffolk Highways 100% of the cost (excluding the costs with respect to the Streetlight) could be funded. Babergh Council invited an application to be made in the May 2024 CIL round.

In May 2024 the application was made by Suffolk Highways, working with the Parish Council, to Babergh Council for £57,268 of CIL funding for footpath and a quote for £4,450 was issued by Suffolk Highways to the Parish Council for construction of the streetlight.

The Clerk informed Councillors that it is anticipated that the CIL decision will be made in August 2024, that Highways will do the detailed design in autumn 2024 and Construction will be spring/summer 2025.

The Clerk explained that Babergh had until very recently refused to allow CIL to be used for footpaths considering these to be the responsibility of Highways but had been forced to change its approach to get footpaths built.

The Clerk concluded by saying that whilst the need for the streetlight had regularly been discussed at Council that expenditure had never been formally approved. Funding will be from Neighbourhood CIL. The Parish Councils Act 1957 section 3 confers on Parish Councils the power to light roads and public places.

Cllr Mitchell asked if the timetable could be accelerated. The Clerk said that he would work with County Cllr Lindsay to try and do this. He warned that the Babergh decision would take some time as Babergh have made it clear that their timetable allows for the Council to ask questions and the applications be finalised.

Cllr Lamont thanked the Clerk for all his efforts with respect to this commenting that he knows that co-ordinating all the Councils is not an easy matter. The Chair and Cllr Mitchell agreed with Cllr Lamont.

**Motion:** that the Parish Council formally accept the quotation of £4,450 for the construction of the streetlight.

**Proposed:** Cllr Mitchell

**Seconded:** Cllr Ranzetta

**Decision:** Approved unanimously.

c Moton to approve response to Babergh Housing Consultation.

The Clerk explained that on 15<sup>th</sup> May 2024 Babergh and Mid Suffolk District Councils had written to the PC explaining that following adoption of the Babergh and Mid Suffolk Joint Local Plan Part 1 the Councils had prepared three draft Supplementary Planning Documents (SPDs) on a) Housing, b) Livestock and Poultry Farming and c) Biodiversity and Trees. The Parish Council had focused on the Housing SPD.

Draft Comments

The document is welcomed as it:

- a) Provides a degree of clarity about what is expected in development applications; usefully explaining differing arrangements between market led development and community led development
- b) Explains *Artificial or Contrived SubDivision*. This will go a long way to alleviating concerns about proposed developments lower than the threshold required for inclusion of affordable homes.
- c) Provides clear direction on when the affordable component of developments applies.

The Parish Council requests the Councils clarify in the document that the local connection criteria also apply to Rural Exception Sites.

Developments on rural exception sites are intended to meet housing need for local people and those with a local connection to a specific settlement. Section 2.8.4 of the consultation document sets out what a local housing needs survey needs to capture. Section 2.9.5 sets out the criteria for 'local connection' but in reference to self-builds. The document does not make clear whether those criteria also apply to Rural Exception sites.

Cllr Mitchell commented that the SPD also explains that when a market-led development contains affordable homes they go to those who are highest on the district-wide housing list but that it is anticipated that on a community-led scheme on a rural exception site the criteria for local exception apply.

**Motion:** that the draft reply to the Consultation is approved and the Clerk instructed to reply on behalf of the Parish Council.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Bourne

**Decision:** Approved unanimously.

**11. Planning Applications for Consideration**

The Clerk informed Cllrs that the applications and appeals concerning the land west of Bury Rd had all been refused.

**DC/24/02280**

Garden room extension (following removal of conservatory). Driftside 53F High Street.

The property is not listed. The proposed extension is at the rear of the property, it is single storey and would replace the existing conservatory with a permanent room the same footprint. It is not visible from the street. Recommend Approval

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Sherman

**Decision:** Approved unanimously.

**DC/24/02511**

Planning Application DC/24/02511 had not been included on the Agenda, the application had only been recently received. The deadline for comments is significantly before the next meeting of the Parish Council. The application is for the erection of a summerhouse, it is not accommodation, it is behind the cartlodge, not visible from the street and is of similar finish to the cartlodge.

**Motion:** that Application DC/24/02511 be recommended for approval

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Bourne

**Decision:** Approved unanimously.

## **12. Clerk RFO Report: Finances**

**Received:** The report prepared by the Clerk containing the April 2024 Accounts.

**Noted from the Report:** The Clerk explained that the variances to Budget were unbudgeted car parking donations and minor savings on a number of expenditure lines. He displayed the Balance Sheet explaining that Cash at Bank had risen by £50,000 as compared to March 2024 largely because the precept for the first half of the year had been received.

**Motion:** to approve the accounts for the month ended 30 April 2024.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Morrey

**Decision:** Approved unanimously.

**Received:** The report prepared by the Clerk listing the April 2024 Receipts and Payments.

**Noted from the Report:** The Clerk explained the larger amounts and how the report ties up to the Bank Statements. No receipts or payments required further explanation.

**Motion:** to approve the Receipts and Payments for the month ended 30 April 2024

**Proposed:** Cllr Bourne

**Seconded:** Cllr Morrey

**Decision:** Approved unanimously.

## **13. Clerk Annual Review and Contractual Increment**

The Chair explained that the Clerk met with Cllrs Mitchell, Morrey and Muckian on April 9<sup>th</sup> 2024. An annual appraisal was conducted and that the employment contract of the Clerk states that his pay is according to the Local Government pay structure.

- a) 'Your starting salary scale will be Spinal Column Point 25' and
- b) 'Subject to satisfactory service Spinal Column Point 26 will be payable from the first anniversary of your appointment'.

The Chair explained that the annual appraisal was successful.

### **Motion:**

That Council acknowledges and fulfils its legal obligations to increase the Clerk's salary to Spinal Column Point 26 with effect from April 1 2024 and will implement the national Local Government pay increase for 2024/25 when it is agreed between the Employers and the Trades Unions.

**Proposed:** Cllr Bourne

**Seconded:** Cllr Sherman

**Decision:** Approved unanimously.

## **14. Terms of Reference of the Working Groups**

The Clerk explained that there are currently five Working Groups each with Terms of Reference.

He explained that three of the Working Groups i.e. Operations, Open Spaces and Natural Environment are inactive with discussions in these areas being dealt with at Council level.

The Finance Working Group he said is active, the suggested revisions making it clear that the Group consists of all Councillors and have been updated to include the more regular re-forecasting of the PCs financial position introduced in 2023.

The Planning Working Group he said is active, the suggested revisions give additional clarity that the Planning Working Group can engage with Specialist Advisors and request funding from Council to obtain specialist advice.

The Chair expressed support for these proposals commenting that the Planning Group, on occasion, needs expert advice. Cllr Mitchell suggested that the words 'under delegated powers' be inserted after 'Request funding from the Council'. The Clerk agreed to the suggestion.

Cllr Mitchell suggested that the Finance Group be called the 'Finance and Strategy Working Group'. The Clerk agreed to the suggestion.

**Motion:**

**14.a Motion to update Terms of Reference of Planning Working Group.**

**Motion:** to update Terms of Reference of Planning Working Group.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Lamont

**Decision:** Approved unanimously. Cllr Morrey abstained having had to leave the room for part of the discussion.

**14.b Motion to update Terms of Reference of Finance Working Group.**

**Motion:** to update Terms of Reference of Finance and Strategy Working Group.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Morrey

**Decision:** Approved unanimously.

**14.c Motion to make dormant the Operations, Open Spaces and Natural Environment Working Groups.**

**Motion:** to make dormant the Operations, Open Spaces and Natural Environment Working Groups.

**Proposed:** Cllr Ranzetta

**Seconded:** Cllr Bourne

**Decision:** Approved unanimously.

**Date of next meeting**

Thursday 11<sup>th</sup> July 2024 7.30 pm in the Village Hall and then Thursday 8<sup>th</sup> August 2024 7.30pm.  
The meeting closed at 9.56pm.

**Proposed introduction of car parking charges by Babergh District Council**

**Background:**

A Public Meeting was held on June 27<sup>th</sup> 2024.

Attachment A: Help sheet prepared to inform attendees of the key issues.

Attachment B: Presentation made by the Parish Clerk to the Public Meeting.

Attachment C: Summary of contributions made to the Meeting.

Attachment D: Detailed consideration of advantages and disadvantages of each of the options available to the Parish Council.

**Motion:**

**That this Parish Council not enter into negotiations with Babergh Council to change in any way the proposed scheme of car parking charges. In particular Sunday will remain free of charges.**

**Note: The only negotiation with Babergh Council will be to fulfil motion 8b passed at the Council Meeting of 6<sup>th</sup> June 2024 *‘that should Babergh Council introduce charges in the Church St and Prentice St Car Parks the Parish Council will ask Babergh Council to introduce the same charges in the Water St Car Park conditional on concluding satisfactory negotiations with Babergh Council to use those funds to enhance the proposed mitigations and/or contribute to the maintenance of the Water St Car Park’.***

**Motion:**

**That this Parish Council finalise the concessions to the proposed scheme of car parking charges, as set out in Option 1, for implementation by Babergh Council. There will be no further public consultation, this Parish Council will not subsidise free car parking in the village.**

**This Parish Council will negotiate with Babergh Council to fulfil motion 8b passed at the Council Meeting of 6<sup>th</sup> June 2024 *‘that should Babergh Council introduce charges in the Church St and Prentice St Car Parks the Parish Council will ask Babergh Council to introduce the same charges in the Water St Car Park conditional on concluding satisfactory negotiations with Babergh Council to use those funds to enhance the proposed mitigations and/or contribute to the maintenance of the Water St Car Park’.***

**Motion:**

**That this Parish Council enter into negotiations with Babergh Council to finalise the level and period of subsidy required to halt the implementation of car parking charges.**

**Subsequent to these negotiations Council will convene a Public Parish Meeting and at that meeting invite local government electors to demand a poll which will ask electors whether or not they wish the Parish Council to enter into the agreed subsidy arrangements.**

**Should the electors at the poll not support the agreed subsidy Council will ask Babergh to introduce charges with the finalised concessions as set out in Option 1 together with the associated negotiations regarding motion 8b passed at the Council Meeting of 6<sup>th</sup> June 2024.**



# Lavenham Car Parking- Points to consider

## Facts

- Babergh needs to raise money from car parking; if we do nothing, the charges of £1 for the first 2 hours or £2.50 per day will be imposed Monday - Saturday with no concessions except three hours free parking for blue badge holders.
- The Parish Council is negotiating to get the best deal we can.
- But... we recognise that there is no perfect solution.

## Option 1

- Charges will apply every day in all 3 car parks- including the Village Hall spaces.
- Concessions:
  - 2 hours free when accessing community services (probably via check-in system).
  - Annual parking ticket for circa £95 (reduced from £250).

## However...

- On street parking e.g. High St, Church St, Water St and Market Place likely to be an issue.
- On street parking could be displaced further out from village centre.
- Parking donations will significantly decrease (currently £18k per annum).
- Knock-on effect for tourism / businesses.

## Option 2

- No charges in any car parks.
- Subsidy paid annually to Babergh by Parish Council.
- Cost covered by ongoing donations and rise in precept.

## However...

- Added cost to precept depends on negotiation: e.g. if BDC want £55k, added cost for Band D would be approx. 75p per week / £40 annually.
- Agreement would be time limited- likely 3 years before re-evaluation.
- Encouraging donations would help - an increase in donations of £10k would reduce this example figure to £30 annually.

## Notes

- Residents parking schemes- this would take at least 2 years to implement and permits would cost approximately £100 per vehicle (and is not a guaranteed space).
- There are currently no proposed changes to parking in Market Place, High St etc. again, any such change could take at least 2 years to implement.

The background of the slide is a dark blue rectangle. On the right side, there is a complex geometric pattern of overlapping triangles and polygons in various shades of blue, ranging from light sky blue to deep navy blue. The word "Welcome!" is centered in the dark blue area.

# Welcome!

# Facts:

- Babergh needs to raise money from car parking
- If we do nothing, charges will be imposed Mon- Sat with no concessions
- The PC is negotiating to get the best deal we can
- But... there is no perfect solution



# Option 1

- ▶ **Charges apply every day in all 3 car parks including Village Hall spaces.**
- ▶ **Concessions:**
  - ▶ **2 hours free when accessing community services (prob via check-in system).**
  - ▶ **Annual parking ticket for circa £95 (reduced from £250).**

# Points to consider...

- ▶ On street parking e.g. High St, Church St & Market Place likely to be an issue.
- ▶ Parking could be displaced further out from village centre.
- ▶ Parking donations will significantly decrease (currently £18k per annum).
- ▶ Knock-on effect for tourism/ businesses.

# Option 2

- ▶ **No charges in any car parks.**
- ▶ **Subsidy paid annually to BDC by PC.**
- ▶ **Cost covered by ongoing donations & rise in precept.**

# Points to consider...

- ▶ Added cost to precept depends on negotiation: e.g. if BDC want £55k, added cost for Band D would be approx. 75p pw/ £40 annually.
- ▶ Agreement would be time limited- likely 3 years before re-evaluation.
- ▶ Encouraging donations would help.

**Thank you**

**Over to you!**



## Car Parking Charges

### Public Meeting in the Village Hall June 27<sup>th</sup> 2024

#### Introduction:

The Chair of the Parish Council, Cllr Muckian, explained that there was no possibility of persuading Babergh to find the funds they need from other sources.

A Member of the Public asked why this was so. The Chair explained that firstly Babergh Cabinet had voted to do this and secondly that these are Babergh owned Car Parks which cost Babergh money to maintain. She thanked those who had organised and signed the petition opposing Car Park charges. The Parish Council, she said, has worked for the last six months to mitigate the impacts on residents and businesses in the village.

#### The Clerk (Andrew Smith) explained the options:

##### **The Parish Council could do nothing:**

This would mean that charges will be imposed from 8 am to 6 pm Monday to Saturday in the Church St and Prentice St Car Parks of £1 for the first two hours, £2.50 per day with an annual permit available for £250. The only exemptions will be that Blue Badge Holders can park for free for three hours. The Clerk explained that the Parish Council and Community Centre would then have difficulties managing the Water St and Community Car Parks and would have to consider how they controlled unrestricted access to those car parks.

##### **However, two possible options have been negotiated with Babergh:**

**Option 1:** Charges every day 8 am to 6 pm i.e. including Sundays with two hours free parking in the Church St Car Park for users of the Community facilities adjacent to the Church St Car Park. These two hours of free parking to be accessed, most probably, by entering car registration numbers in machines in the buildings. Additionally, the cost of the annual parking permit would be reduced to £95 from £250.

**Option 2:** No charges in any of the Car Parks. The Parish Council to pay a subsidy to Babergh to compensate them for the lost Car Parking revenue net of the related enforcement costs. The Parish Council would aim to cover some of this subsidy by appealing to Car Park users for increased donations but the majority of the cost would fall to Council Tax payers with a likely increase in Council Tax of £40 per annum i.e. 75 pence per week. That agreement could be for 2-3 years with a review at the end of that period.

The Chair added that the Parish Council doing nothing or the imposition of charges under Option 1 would have adverse effects on the on-street parking difficulties faced in the village.

#### Contributions From Members of the Public (MOP):

A representative of the Community Council explained that the Community Council was still considering its position with respect to its own car park.

A Member of the Public (MOP) suggested that new Car Parks were needed at each end of the village for visitors, the existing car parks should be restricted to residents and all on-street car parking should be prohibited.

A MOP asked whether the Car Park Maintenance arrangements would change. The Clerk replied that they would not. The maintenance of the Car Parking would continue to be a Babergh responsibility.

A MOP asked if Babergh had been certain as to the contribution required. The Clerk explained that they had given indications but not certainty. He said that it might be possible to agree fixed

sums for the next two to three years and then an option to continue or withdraw from the arrangement.

A MOP expressed his opposition to residents subsidising visitors parking arrangements saying that paying for car parking is a norm and that asking those who don't own a car to pay for the parking arrangements of others was not acceptable.

A MOP said that as a small business owner she was extremely worried about how car parking charges would affect small businesses and asked if parking could be free to all for shorter time periods. She was worried about the effect of the charges on her staff many of whom live in Melford.

The Clerk replied that the effects on low paid workers who do not live in the village and those who regularly visit the village from neighbouring villages were some of the reasons why the Parish Council had persuaded Babergh to consider reducing the cost of an annual permit to £95.

A MOP asked if there are plans to restrict on-street parking and another MOP asked if there could be a Residents Parking Scheme.

The Clerk explained that such schemes do not guarantee residents spaces, that annual permits will cost £50 to £100 and that such schemes are complicated and so are expensive to implement, a recent 15 street scheme in Ipswich had cost £250,000 to set up. Suffolk will not contribute to these costs, Babergh might contribute something, the Parish Council might be able to use Community Infrastructure Levy funding for some of the costs but these costs would fall mainly to the Parish Council and so local Council tax payers. Such schemes, we have been advised, may also take two years to implement.

A MOP asked what the enforcement arrangements would be. The Clerk responded that the fines would be approaching £80 and that District Council Enforcement Officers would be seen in the village at an unprecedented extent to ensure that tickets are bought and the rules respected.

A MOP said that, in his opinion, Babergh had not made a sufficiently strong case to include Lavenham in the scheme, that the scheme was deleterious to life in Lavenham and that he thought there might be a covenant on the Church St Car Park which prohibits Babergh from charging.

The Chair responded that the question as to a covenant had been raised before. Babergh Council officers have investigated and found none.

A MOP asked, as a small business owner, if Lavenham businesses could help raise donations from visitors and whether Lavenham could agree to transfer all such donations to Babergh in lieu of car park charges. The Chair replied that it would be hugely welcome to receive such support to encourage donations from the business community but that Babergh will require the income to be guaranteed.

A MOP asked what the Reserves of the Parish Council are and whether they could be used. The Clerk replied that the Reserves are about £80,000 in line with legal requirements.

A MOP asked the Parish Council to consider that residents of neighbouring villages may switch their shopping to the supermarkets outside Lavenham with their free car parking. The Chair replied that this is a concern and that those folk who live towards the edges of Lavenham may similarly change their routines.

The Clerk reminded the Chair that she and nearly all Parish Councillors had written to Babergh Council In January, at the time of the petition, making the points now being made by Members of the Public.

A MOP highlighted the unfairness of asking Members of the Public who do not own cars to subsidise car parking.

A MOP said that in his opinion car parking charges are damaging to local businesses of all types which do not have the money to increase the wages, of their already low paid staff, to cover their parking costs. Most employment in Lavenham is, he said, low paid.

A MOP repeated these concerns and highlighted the difficulties the Parish Council faced making these decisions which were not clear cut.

A MOP described all the options as bad but recommended Option 2 saying that Option 1 would lead to increased pressure to introduce Residents Parking Zones which are expensive to introduce. Option 1 he suggested would lead to the permanent introduction of car parking charges whereas Option 2 offered the possibility of a review in two to three years' time.

A MOP asked what the charges for coach parking will be, the Chair replied that should charges be introduced these will be set by Babergh. A MOP commented that should charges be imposed on coaches then some coaches will delete Lavenham from their itineraries which will lead to shops closing.

A MOP asked ultimately who will make the decision as to which of the options will be chosen. The Chair explained that ultimately the decision will be made by the Parish Council and this meeting is part of that decision making process and that a village poll might be part of this.

A MOP said that if charges were imposed Babergh had committed to providing Project Manager support to communities, effected by charges, to work through the consequences of those charges but emphasised that Babergh will not delay the imposition of charges whilst these issues are worked through.

A MOP asked if the Parish could take over the car parks. The Clerk replied that legally the Parish Council could buy the Car Parks but could not charge for their use and that the maintenance liability and Business Rates would be very substantial for a community of Lavenham's size.

A MOP asked if a Tourist Tax could be introduced. The Chair said that the Parish Council did not have the legal power to introduce such a tax commenting that the signage associated with a Residents Parking Scheme would have an adverse effect on the village streetscape.

A MOP ask if Community Infrastructure Levy Money could be used to purchase extra land for car parking. The Clerk responded that the £80,000 or so CIL money that the village has is insufficient for such projects.

A MOP asked if the poll could be hold on Election Day. The Clerk explained that a poll has to properly advertised with the whole process taking two months and that the poll would be voting in person only and so had to be carefully considered.

The Chair asked for an informal show of the hands asking only residents of Lavenham who would be affected by any rise in Council tax to vote.

A very small number raised their hands in favour of the Parish Council doing nothing. A quarter of the audience raised their hands in favour of option 1 (Sunday parking charges imposed but two hours free parking for Community Facility users and a £95 annual parking fee) and three quarters of the audience indicated their preference for free parking funded by Council Tax with the Parish Council trying to maximise donations.

The Chair thanked all for their contributions noting that these shows of hands were informal and did not necessarily represent the feelings of the whole village.



	Do Nothing	Option 1 (Charges with mitigations)	Option 2 (Parish Council Subsidy)
<b>Duration:</b>	Irreversible	Irreversible	Time Limited with renegotiation in 2 years.
<b>Category</b>			
<b>Residents</b>	Cost of Annual Permit £250 No immediate impact on Council Tax	Cost of Annual Permit £95 No immediate impact on Council Tax	No Annual Permits required <b>Additional Council Tax £40 per annum</b>
Centre of Village	Increased pressure on on-street parking, issues for guests, deliveries, carers etc  Increased slow-moving traffic and traffic conflicts esp Water St, High St, Market Place  Quality of urban streetscape, deterioration due to increased on street parking Possible loss of businesses leading to loss of amenities and deterioration in quality of life for residents Residents without private parking will no longer be able to rely on use of Prentice St and Church St car parks for free.	Increased pressure on on-street parking, issues for guests, deliveries, carers etc  Increased slow-moving traffic and traffic conflicts esp Water St, High St, Market Place  Quality of urban streetscape, deterioration due to increased on street parking Possible loss of businesses leading to loss of amenities and deterioration in quality of life for residents Residents without private parking will no longer be able to rely on use of Prentice St and Church St car parks for free.	No change to current behaviour, increase in precept Non car owners and those with off-street parking subsidise car parking
Edge of Village	Difficulty finding on-street parking near shops, may need to pay to park, divert trips away from Lavenham Possible loss of businesses leading to deterioration in quality of life for residents Displaced long term parking	Difficulty finding on-street parking near shops, may need to pay to park, divert trips away from Lavenham Possible loss of businesses leading to deterioration in quality of life for residents Displaced long term parking	No change to current behaviour, increase in precept  Non car owners and those with off-street parking subsidise car parking
Neighbouring Villages	Difficulty finding on-street parking near shops, may need to pay to park, divert trips away from Lavenham	Difficulty finding on-street parking near shops, may need to pay to park, divert trips away from Lavenham	No change to current behaviour, no increase in precept
<b>Businesses:</b>			
Owners	Potential for reduced footfall and revenues Potential for reduced coach party numbers Struggle to find employees	Potential for reduced footfall and revenues Potential for reduced coach party numbers Struggle to find employees	No change to current behaviour
Employees	Lavenham becomes uneconomic place to work	Lavenham becomes uneconomic place to work	No change to current behaviour
Customers	Potential loss of shops providing day to day shopping and emotional support for less mobile members of the community	Potential loss of shops providing day to day shopping and emotional support for less mobile members of the community	No change to current behaviour
<b>Visitors:</b>			
Staying Visitors	More likely to have to pay for parking for duration of stay Quality of urban streetscape, deterioration due to increased on street parking	More likely to have to pay for parking for duration of stay Quality of urban streetscape, deterioration due to increased on street parking	No change to current behaviour
Day visitors	More likely to have to pay for parking for duration of stay Quality of urban streetscape, deterioration due to increased on street parking Discourage opportunistic visitors	More likely to have to pay for parking for duration of stay Quality of urban streetscape, deterioration due to increased on street parking Discourage opportunistic visitors	No change to current behaviour
<b>Community Facilities:</b>			
Service Users	No large additional free car park (ie Church St) near Community facilities	Two hours free parking in Church St Car Park for some activities not long enough	No change to current behaviour
Service Providers	Will need to manage usage of their car parks No change required to arrangements with Farmers Market	Will need to manage usage of their car parks/negotiate with Babergh Farmers Market Traders will incur car park costs and so may customers.	No change to current behaviour No change to current behaviour
<b>Parish Council:</b>	Significant loss of donation income Simplicity of relationship between District Council and Parish Council	Significant loss of donation income Requires negotiation with District Council	Donations required to contribute to subsidy Pressure to increase donations Need to increase precept Complicate relationship with District Council, future negotiations

**Proposed changes to EV Charging Arrangements**

Background:

Water St: There are six 7KW points, two of the chargers are operational, the remaining four points require commissioning.

Prentice St: this site has never been made fully operational. A 3 Phase Meter needs to be fitted by the Electricity supplier and the points need commissioning which was included in the supply of the terminals. There are two 22KW points and four 7KW points.

The Suffolk Letter of December 22nd 2023:

Suffolk is using part of a grant from the Department of Transport Local EV Infrastructure Scheme to fund this.

'We understand that for some site holders, the 'own and operate' model has not always been the most effective and beneficial for their site and that the cost and administrative burdens associated with running the charge point are not yet mitigated by the income generated by their usage and revenue. We wanted to provide you with an alternative option if you do not want to continue managing the charge point yourselves. We are inviting all of our early adopters to join our contract with a new charge point operator and Plug in Suffolk phase 2 sites on a concession contract.

In this model, the Charge Point Operator (CPO) would

- (i) take ownership of the charge point and be responsible for all operation and maintenance costs as well as the day to day running of the charge point.
- (ii) maintain and upkeep of the charge point and
- (iii) provide a portion of its revenue to you as well as a 'bay fee' for the use of the car parking bay. This would be a pre agreed flat rate which you would receive annually for each allocated bay. Lavenham would still host the charge point and receive an income when the charge point is used but will not be required to manage or fund the running of that charge point.
- (iv) pay for the electricity supplied to the charge point.

We believe this new model will be more beneficial to site holders as it means there is no liability for the charge point, it is a much more resilient system which provides incentive for CPOs to fix any issues quickly and efficiently and still provides an income back to the site holder.

The Suffolk Letter of June 21<sup>st</sup> 2024:

Thank you for patience while we progressed through the procurement process to appoint a new supplier. We are pleased to confirm, after a competitive tender process, we have appointed Connected Kerb as Charge Point Operator for the project.

**Commercial Terms**

- Hosts will receive £100 per bay per year for the first 7 years of the contract term. After this period, it is anticipated that the amount of net profit share to Hosts would have grown sufficiently to replace this.
- Hosts will also receive a net profit share of £1 per 100kw sold, from activation until the end of the full contract term.

All costs associated with the charge points will be covered by Connected Kerb, including the cost of the electricity and any maintenance and repair required over the lifetime of the contract.

Now that the contract has been awarded, we will begin more detailed discussions with Connected Kerb regarding the timeline for adoption.

Please confirm by Wednesday July 31<sup>st</sup> that you wish to continue moving forward with the project so that we can share your details with Connected Kerb for them to arrange an initial survey

### Subsequent Clairifications:

There is no indexation to the bay fee or £1 profit per 100kwh

All maintenance and replacement of the chargers are the responsibility of Connected Kerb

At the end of the Contract in 2041 Suffolk will try and renew the contract but at that point the Parish Council could back out and buy the infrastructure in situ at that time from Connected Kerb at Net Book Value.

### Possible options are:

#### 1) Accept Suffolk Offer of:

- a) Fee receivable by us of £100 per bay per year fixed for seven years
- b) Fee receivable by us for entire contract term of £1 per 100kw sold.
- c) All costs associated with the Charge Points will be covered by Connected Kerb including electricity, maintenance and repair.

#### 2) Continue to work with Anglia Charging who charge:

- a) £66 per socket per year for the Electroad Portal
- b) £66 for the Payter Contactless Payment Subscription
- c) £24 per socket per year for Sim cards
- d) £96 per socket per year for Maintenance and Support
- e) A total cost of £438 per annum for the two sockets.

We then sell approximately 100kwh per month of electricity at 50p plus VAT per kwh and so have revenue of £47.50 per month net of a 5% transaction fee. We buy the electricity at 23p per kwh (cost £23 per month) plus a £20 per month standing charge and so we break even on the electricity.

#### 3) Find an alternative supplier.

Other Suppliers are cheaper than Anglia Car Charging as they recover the fees, excepting the Maintenance Charge, from the users.

### Bringing the other Chargers online:

Peter Frost from Plug In Suffolk wrote on 6<sup>th</sup> March 2024:

I was lead on the Plug in Suffolk pilot project back when these chargers were originally installed.

After carrying out some research, we can confirm that the project only paid for 4 sockets and these are the 7KW posts at Prentice Street Car Park. These are the same posts as are at Water Street but have the Suffolk County Council and Plug in Suffolk logos on.

I wasn't aware that these had not been commissioned correctly but, with the upcoming tranche of Plug in Suffolk about to be rolled out, we will have these adopted by the new charge point operator which will enable this situation to be corrected.

This imminent round of funding is an ideal opportunity to get the four Plug in Suffolk sockets at Prentice Street Car Park adopted by the new contractor and for you to offer them the 22 KW double socket there as well as the extra six at Water Street. With all of these sockets under one maintenance contract it will simplify the admin of the chargers and allow the upkeep to be reliable going forwards.

I trust that clarifies the situation and look forward to facilitating transition to the new contract in the near future.

Motion:

That the Parish Council request Suffolk Council to share the details of all Parish Council controlled chargers with Connected Kerb for them to arrange an initial survey.

			BDC	LPC	
April					
00332	The Hall, Hall Rd	Re-roof with steel sheets	Approval	Refusal	
00360	The Grove, 5 Lady St	Rebuild Boundary Wall and fell 1 tree	Approval	Approval	
00688	24 Bolton St	Single Storey rear extension	Approval	Approval	
00743	The Old Rectory Church St	Stone portico to replace timber pediment Planning Permission	Refused	Refusal	
00744	The Old Rectory Church St	Stone portico to replace timber pediment Listed Bldg Consent	Refused	Refusal	
01050	15 The Paddocks	Side Extension	Approval	Approval	
00503	47 High St	Extension	Approval	Approval	
00510	47 High St	Extension	Approval	Approval	
01197	Great House Hotel	Outdoor Courtyard	Approval	Approval	
01199	Great House Hotel	Outdoor Courtyard	Approval	Approval	
May					
00753	Land west of Bury Rd	6 houses	Refused	Refusal	
01687	The Sparrows 21/22 Water St	Erection of Garden Room/Office	Approval	Approval	
00753	Land west of Bury Rd	6 houses	Refused	Refusal	
Open items:					
01943	Dyers Hall, 95 High St	Replacement of cement render with lime render	Ongoing	Approval	
02280	Driftside 53F High St	Garden Room extension and removal of conservatory	Ongoing	Approval	
02511	25 Prentice St	Erection of Summerhouse	Ongoing	Approval	
02747	The Grove, 5 Lady St	Rebuild Boundary Wall and fell 1 tree	Ongoing	Ongoing	12-Jul
01661	32 Prentice St	Part demolition wall and provision of off-street parking	Ongoing	Ongoing	12-Jul
01662	32 Prentice St	Part demolition wall and provision of off-street parking	Ongoing	Ongoing	12-Jul
02725	Pedlars Way, Bears Lane	Pollard Ash Tree	Ongoing	Ongoing	12-Jul
02715	Pippins, Bridge St Rd	Reduce Maple Tree	Ongoing	Ongoing	12-Jul
02797	6 Shilling St	Removal of render and other repairs	Ongoing	Ongoing	09-Aug

## Lavenham Parish Council Planning Group.

### Planning Applications for consideration at LPC meeting on 11<sup>th</sup> July 2024

**DC/24/02747**

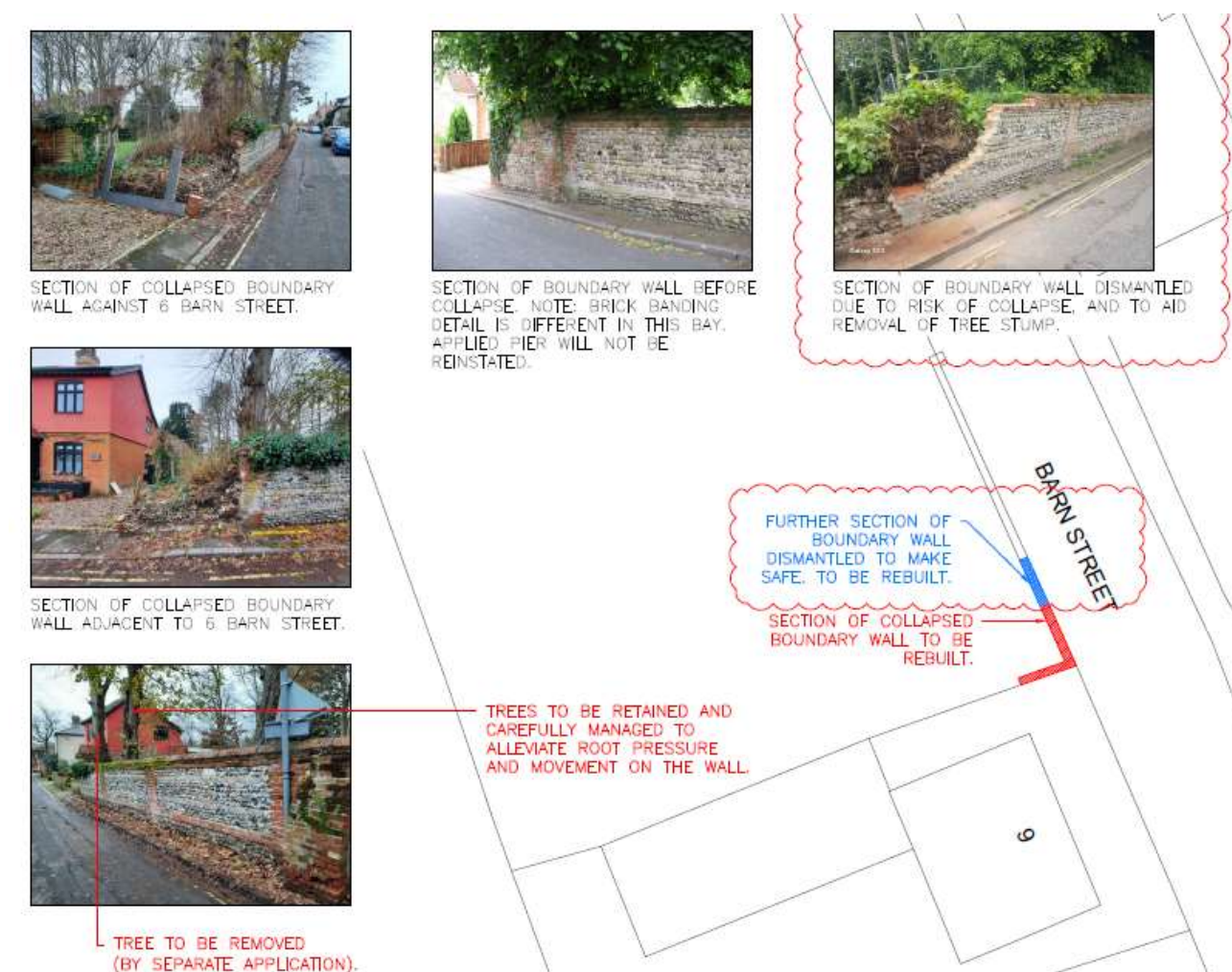
Application under Section 19 of The Planning (Listed Buildings and Conservation Areas) Act 1990  
The Grove 5 Lady Street Lavenham Sudbury Suffolk CO10 9RA

Variation of Condition 2 (Approved Plans and Documents) of Listed Building Consent Application DC/24/00360 dated 03/04/2024 - Re-build collapsed section of boundary wall along Barn Street; and repairs to remaining standing length. Reduce garden ground levels, where possible, retaining cover to tree roots. Removal of 1No. tree (under separate application).

Consultation date - 12th July 2024

The Council reviewed and approved the original application. This application responds to issues found during investigation and discover of further damage to the wall. This application, like the previous one is taking a sensitive approach to prevent minimum disruption to the wall and trees.

### **Recommend approval**





**DC/24/02715**

Pippins Bridge Street Road Lavenham Sudbury Suffolk CO10 9SH

Application for works to a tree protected by TPO WS240/G - Crown reduce 1No Maple (T1) by up to 1.5m, back to pruning points leaving it the same size as the other two trees (6m).

Consultation date - 12th July 2024

**Recommend Approval:** Routine maintenance to a tree protected by a Tree Preservation Order

**DC/24/02725**

Pedlars Way Bears Lane Lavenham Sudbury Suffolk CO10 9RT

Notification of Works to Trees in a Conservation Area - Pollard 1No. Ash (T1) reducing branches by up to approx 2m.

Consultation date - 12th July 2024

The application form states this:

*Reduce One Ash tree to Pollard  
leaving trunk and larger branches at 3-5 ft length.  
Reducing branches to 3-5 ft length*

The location is the first house on the right up Bears Lane – the tree is as shown and has grown unevenly and is large for the garden. Pollarding a tree is quite extreme but should allow the tree to re-grow a better shape. **Recommend Approval**



**DC/24/01661 and 01662**

Mole Cottage 32 Prentice Street Lavenham Sudbury Suffolk CO10 9RD

Householder Application - Provision of off-road parking space, part demolition of existing wall and construction of dropped kerb

Consultation date - 12<sup>th</sup> July 2024

This application will affect the appearance of this listed property.

However given that other properties on this street have similar driveways in principle we may not object to this proposal, but further information should be provided in a Design & Access Statement detailing the effect on the listed building and the wall.

Note that the existing wall is of a very old construction but does not appear on the Historic England Listing.



The letter from Suffolk Highways has the response shown below.

I suggest that we request that the decision on this application is delayed until the questions in the letter have been satisfied. See letter below.

**If delay is not possible, we recommend refusal due to the Suffolk Highways Objection**

**TOWN AND COUNTRY PLANNING ACT 1990 CONSULTATION RETURN: DC/24/01661**

**PROPOSAL:** Householder Application - Provision of off-road parking space, part demolition of existing wall and construction of dropped kerb

**LOCATION:** Mole Cottage, 32 Prentice Street, Lavenham, Sudbury Suffolk CO10 9RD

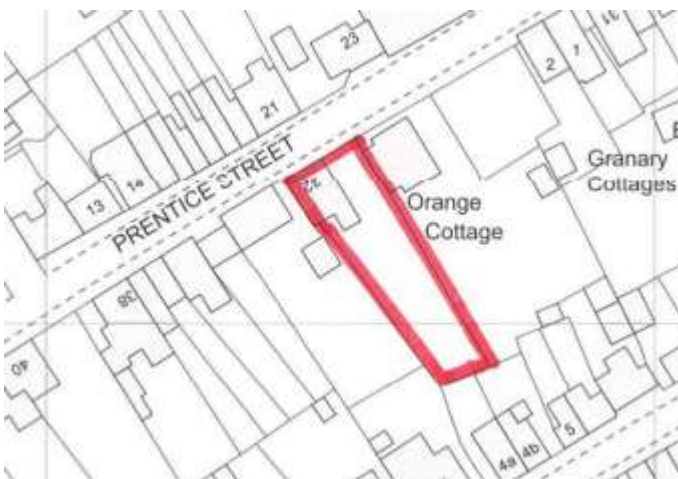
Suffolk County Council as Highway Authority hereby recommends a **Holding Objection** is upheld until the information requested within this consultation response has been submitted for review, in the interests of providing safe and suitable access to the site for all users, compliant with Paragraph 114 (b) of the National Planning Policy Framework (NPPF) 2023.

**Comments:**

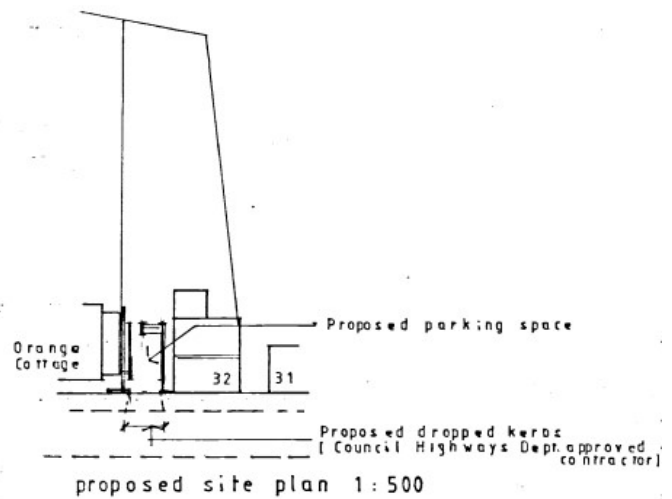
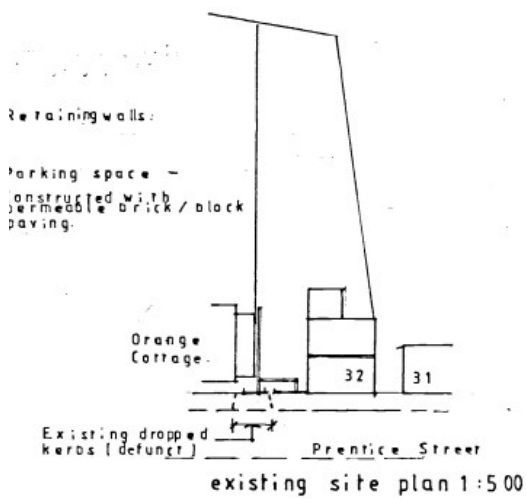
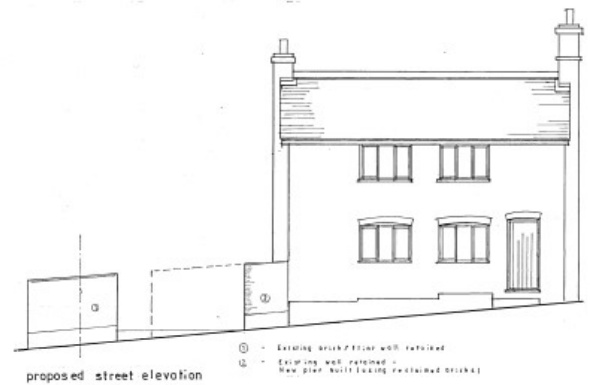
It should be clarified whether the proposal would retain the existing dropped kerbs/access or seeks to also stop up this access.

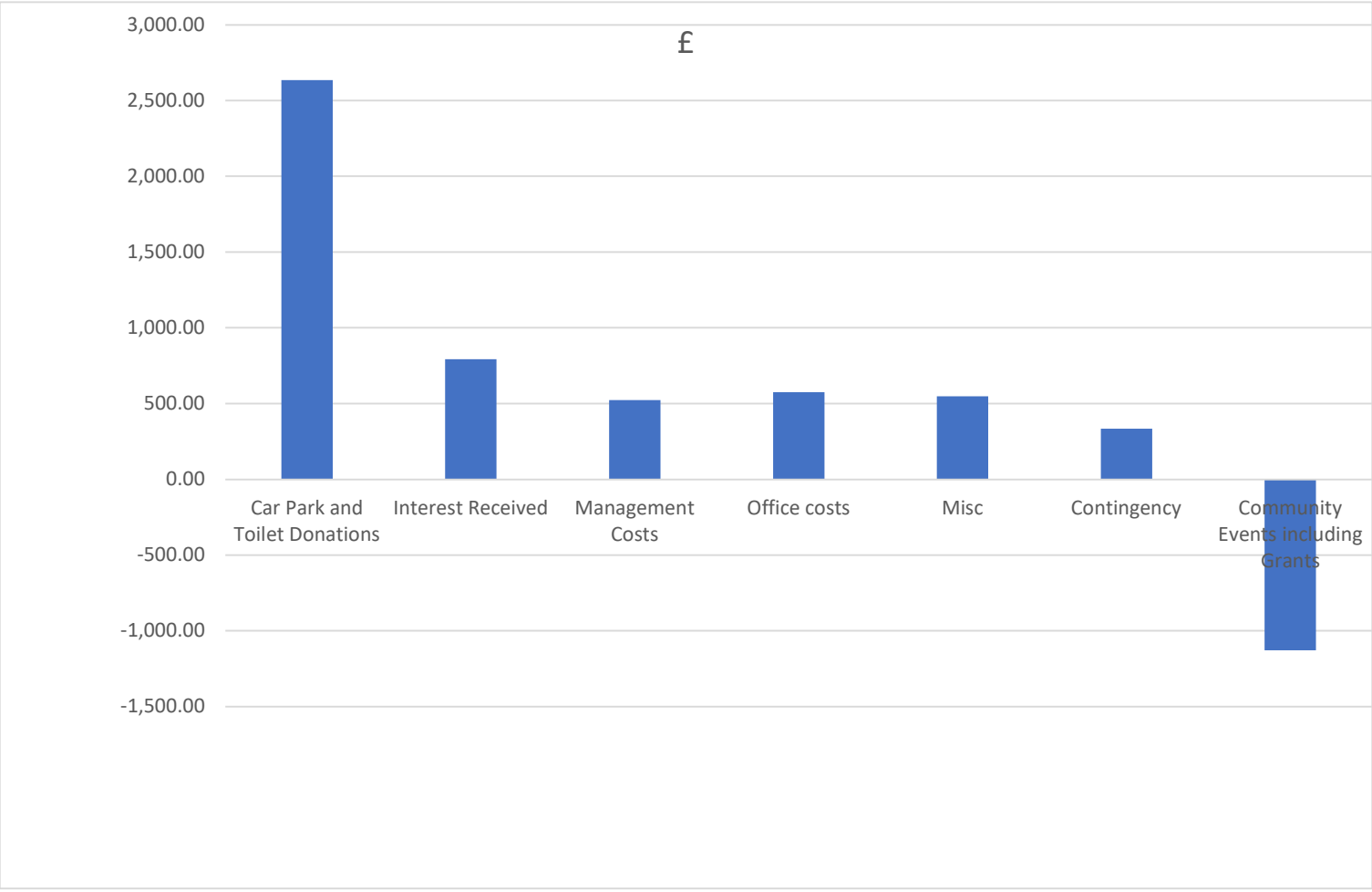
**Visibility Splays:**

Visibility splays should be provided to determine the level of visibility the proposed access can achieve.









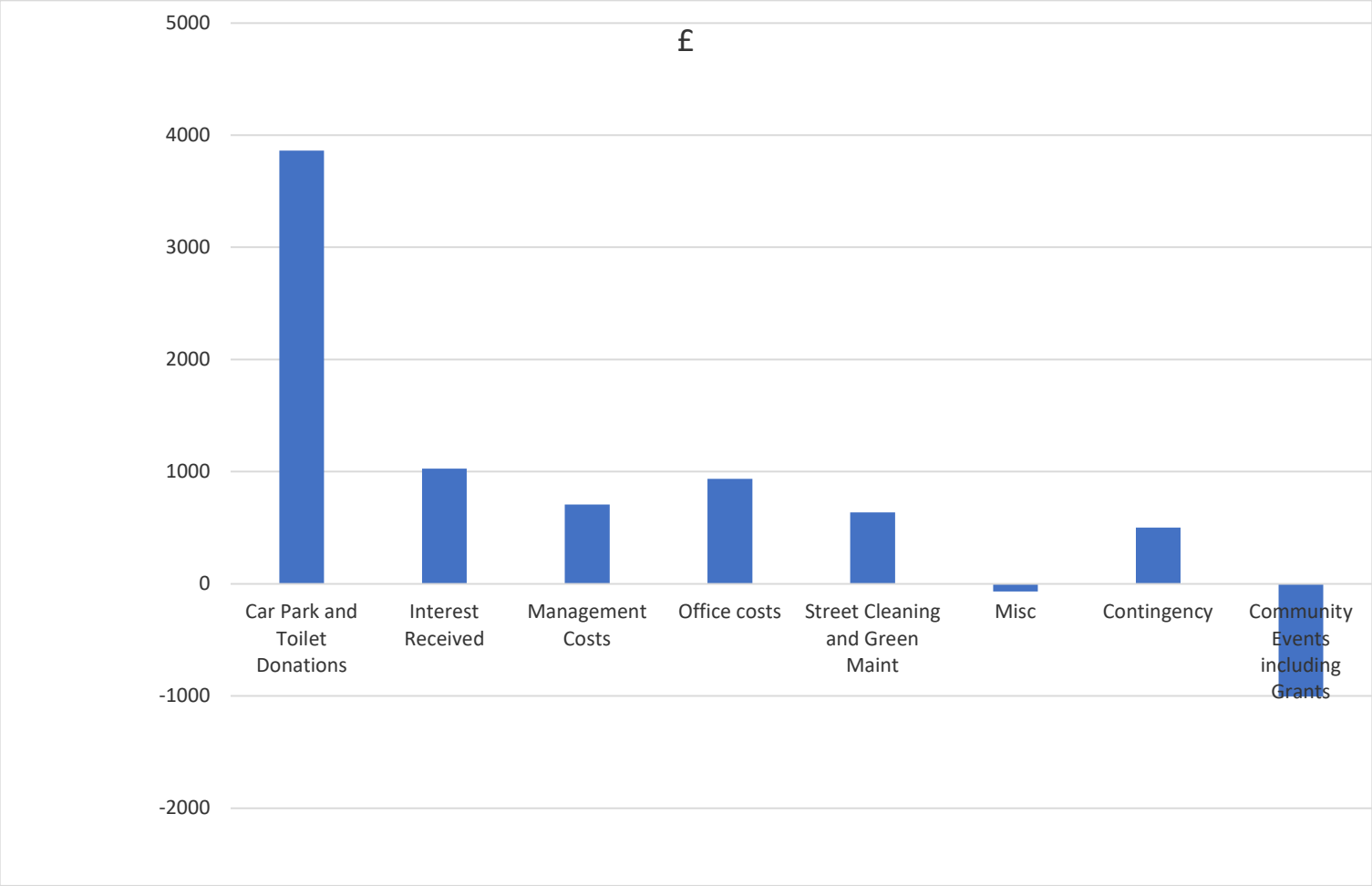
	April Actual Mth	May Actual Mth	Actual YTD	Budget YTD	Favourable /(Adverse)	Notes
Precept	9,916.67	9,916.67	19,833.33	19,833.33	0.00	No variance
Babergh Cleansing Grant	1,041.04	1,041.04	2,082.08	2,000.00	82.08	Increase in Living Wage slightly more than estimate in budget
Fixed Income	10,957.71	10,957.71	21,915.41	21,833.33	82.08	
Burial Fees	753.00	400.00	1,153.00	1,500.00	-347.00	Not material
Car Park and Toilet Donations	1,311.25	1,323.96	2,635.21	0.00	2,635.21	Not budgeted
Other Donations	40.00	10.00	50.00	0.00	50.00	Finalisation of Christmas Donations
EV Charging Income	72.91	81.82	154.73	83.33	71.40	A little higher than budgeted
Interest Received	400.00	726.04	1,126.04	333.33	792.71	Interest rates higher than anticipated
Variable Income	2,577.16	2,541.82	5,118.98	1,916.67	3,202.31	
Total Income	13,534.87	13,499.53	27,034.39	23,750.00	3,284.39	Car Park and Toilet Donations is main variance
Management Costs	3,459.00	3,539.00	6,997.99	7,520.70	522.71	No consultancy or specialist advice costs incurred in April or May.
Office costs	814.98	708.99	1,523.97	2,098.33	574.36	Misc items with Cllr Training less than budgeted biggest item
LNP including Costs of Democracy	55.00	55.00	110.00	0.00	-110.00	LNP continues, was anticipated to be now complete
Street Cleaning and Green Maint	3,051.04	2,880.51	5,931.54	6,315.97	384.42	No extra tree work.
Public Realm	686.00	794.00	1,480.00	1,600.00	120.00	Not material
Toilet Costs	1,193.69	1,407.15	2,600.83	2,740.00	139.17	Not material
Water St	351.02	351.02	702.03	750.00	47.97	Not material
Community Events including Grants	0.00	1,128.86	1,128.86	0.00	-1,128.86	Electricity Generator Contribution Community Centre and Jubilee Plaques
EV Costs	65.99	23.85	89.84	200.00	110.16	Not material
Contingency	0.00	0.00	0.00	333.33	333.33	Contingency
Total Costs	9,676.70	10,888.36	20,565.07	21,558.33	993.27	
Surplus/(Deficit)	3,858.16	2,611.16	6,469.33	2,191.67	4,277.66	

	April Actual Mth	May Actual Mth	Actual YTD	Budget YTD	Favourable /(Adverse)
Staff salaries and Other Consultancy Costs	3,403.00	3,403.00	6,805.99	7,270.70	464.71
Audit and Payroll bureau costs	56.00	136.00	192.00	250.00	58.00
Management Costs	3,459.00	3,539.00	6,997.99	7,520.70	522.71
Telephone & broadband	95.05	82.06	177.11	200.00	22.89
Website Dev and .gov	59.40	59.40	118.80	200.00	81.20
Accounting software & computer	0.00	0.00	0.00	120.00	120.00
Office Materials	9.99	9.99	19.98	50.00	30.02
Data Protection	0.00	0.00	0.00	0.00	0.00
Subscriptions & Insurance	211.16	211.16	422.32	450.00	27.68
All Training/Cllr expenses	0.00	140.00	140.00	333.33	193.33
Room hire PC meetings	105.00	22.00	127.00	100.00	-27.00
Office Maintenance	0.00	0.00	0.00	41.67	41.67
Digital mapping	150.00	0.00	150.00	150.00	0.00
Parish Office business rates	101.05	101.05	202.10	240.00	37.91
Parish Office rent	83.33	83.33	166.67	166.67	0.00
Office Miscellaneous	0.00	0.00	0.00	46.67	46.67
Office costs	814.98	708.99	1,523.97	2,098.33	574.36
LNP Costs incl Cost of Democracy	55.00	55.00	110.00	0.00	-110.00
Green Maintenance	958.75	1,183.75	2,142.50	1,917.50	-225.00
Tree Maintenance and Care	380.00	0.00	380.00	700.00	320.00
Street cleansing	1,278.40	1,278.40	2,556.80	2,765.13	208.33
Refuse collection bins & dog bins	298.74	115.00	413.74	333.33	-80.41
Chapel Business Rates	135.15	135.15	270.29	300.00	29.71
All cemetery management	0.00	168.21	168.21	300.00	131.79
Play equipment	0.00	0.00	0.00	0.00	0.00
Street Cleaning and Green Maint	3,051.04	2,880.51	5,931.54	6,315.97	384.42
Street furniture	90.00	198.00	288.00	400.00	112.00
Street Lighting energy	500.00	500.00	1,000.00	1,000.00	0.00
PWLB interest	96.00	96.00	192.00	200.00	8.00
Public Realm	686.00	794.00	1,480.00	1,600.00	120.00
Church Street energy	116.23	82.97	199.20	250.00	50.80
Church Street water	0.00	279.82	279.82	300.00	20.18
Church St Toilets Business Rates	67.37	67.36	134.73	160.00	25.27
Prentice St Water	0.00	98.55	98.55	100.00	1.45
Prentice St non EV energy	38.34	36.69	75.03	50.00	-25.03
Donation Points	35.90	35.90	71.80	80.00	8.20
Washroom Cleaning & Consumables	660.85	660.85	1,321.70	1,600.00	278.30
Washroom Minor Maintenance	275.00	145.00	420.00	200.00	-220.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Toilet Costs	1,193.69	1,407.15	2,600.83	2,740.00	139.17
Water Street green maintenance	96.85	96.85	193.70	200.00	6.30
Water Street Business Rates	254.17	254.17	508.33	550.00	41.67
Water St	351.02	351.02	702.03	750.00	47.97
Small Grants (combined)	0.00	500.00	500.00	0.00	-500.00
Christmas trees/lighting	0.00	0.00	0.00	0.00	0.00
Xmas Eve Community Carols	0.00	0.00	0.00	0.00	0.00
1st Meadow summer facilities	0.00	0.00	0.00	0.00	0.00
Misc	0.00	628.86	628.86	0.00	-628.86
Bellward Award	0.00	0.00	0.00	0.00	0.00
Community Events including Grants	0.00	1,128.86	1,128.86	0.00	-1,128.86
EV Costs	65.99	23.85	89.84	200.00	110.16
Contingency	0.00	0.00	0.00	333.33	333.33
Total Expenses	9,676.70	10,888.36	20,565.07	21,558.33	993.27
Surplus/(deficit)	3,858.16	2,611.16	6,469.33	2,191.67	4,277.66

	Mar 24	May 24	Increase/(decrease)	Notes
Fixed Assets	150,968.05	150,968.05	0.00	None
Debtors	0.00	0.00	0.00	None
Accrued Income	3,732.86	4,456.22	723.36	Babergh Cleaning Grant 2 months, interest and car park donation
VAT Refunds	2,091.70	1,257.28	-834.42	Purchase dependent
	5,824.56	5,713.50	-111.06	
Cash at Bank	377,684.76	427,974.01		
Bus Prem	7,223.42	3,463.41		
Current Acc	0.00	0.00		
Petty Cash	384,908.18	431,437.42	46,529.24	Precept received for half year and £10k ncil money
Trade Creditors	-13,083.74	-8,527.68	-4,556.06	Payment of Suffolk Annual Lights bill of £5k is major item.
Accruals and Prepayments	-14,308.12	-8,631.07	-5,677.05	Business Rates prepayments is a key driver
Deferred Income	0.00	-39,666.67	39,666.67	Precept for half year received.
Lights Creditor	-133,633.91	-133,633.91	0.00	
	-161,025.77	-190,459.33	29,433.55	
Loans	-72,452.44	-72,452.44	0.00	Capital Repayments made
Net Assets	308,222.57	325,207.20	16,984.63	
General Funds	159,753.32	164,498.44	4,745.12	
Ballot Fund	4,800.00	4,800.00	0.00	No change
Public Realm	869.09	869.09	0.00	No change
Number 2 Lady St	0.00	0.00	0.00	No change
NCIL	87,161.99	97,677.29	10,515.30	£10k received
Lavenham Funds in Trust	1,500.00	1,500.00	0.00	No change
Neighbourhood Plan Fund	0.00	0.00	0.00	No change
Cemetery Clean Up	5,000.00	5,000.00	0.00	No change
Telephone Box Maintenance	6,000.00	6,000.00	0.00	No change
Lighting Sinking Fund	36,872.80	38,597.01	1,724.20	In lieu of depreciation and to avoid overstating General Funds
Christmas Lights Fund	0.00	0.00	0.00	No change
Street Fair Fund	6,265.37	6,265.37	0.00	No change
Total Reserves	308,222.57	325,207.20	16,984.63	
Imbalance	0.00	0.00	0.00	

	B/F	Per I and E contains no earmarks	In lieu dep'n lighting earmark	NCIL Cash received	C/F	
General Funds	159,753.32	6,469.33	-1,724.20	0.00	164,498.44	0.00
Ballot Fund	4,800.00	0.00	0.00	0.00	4,800.00	0.00
Public Realm	869.09	0.00	0.00	0.00	869.09	0.00
Number 2 Lady St	0.00	0.00	0.00	0.00	0.00	0.00
NCIL	87,161.99	0.00	0.00	10,515.30	97,677.29	0.00
Lavenham Funds in Trust	1,500.00	0.00	0.00	0.00	1,500.00	0.00
Neighbourhood Plan Fund	0.00	0.00	0.00	0.00	0.00	0.00
Cemetery Clean Up	5,000.00	0.00	0.00	0.00	5,000.00	0.00
Telephone Box Maintenance	6,000.00	0.00	0.00	0.00	6,000.00	0.00
Lighting Sinking Fund	36,872.80	0.00	1,724.20	0.00	38,597.01	0.00
Christmas Lights Fund	0.00	0.00	0.00	0.00	0.00	0.00
Street Fair Fund	6,265.37	0.00	0.00	0.00	6,265.37	0.00
Total Reserves	308,222.57	6,469.33	0.00	10,515.30	325,207.20	0.00

Closing Cash	431,437.42
Suffolk CC	-133,633.91
ncil	-97,677.29
Other Funds	-13,434.46
	<u>186,691.76</u>
Less Sinking Fund Cash	-38,597.01
Less Babergh Cash in Advance	-39,666.67
1st Meadow Bridge and Phone Box	-15,000.00
	<u>93,428.09</u>
Annual Spend incl Loan repays	<u>140,000.00</u>
Cover	8.01



	April Actual Mth	May Actual Mth	Jun Actual Mth	Actual YTD	Budget YTD	Favourable /(Adverse)	Notes
Precept	9,916.67	9,916.67	9,916.67	29,750.00	29,750.00	0.00	No variance
Babergh Cleansing Grant	1,041.04	1,041.04	1,041.04	3,123.12	3,000.00	123.12	Increase in Living Wage slightly more than estimate in budget
Fixed Income	10,957.71	10,957.71	10,957.71	32,873.12	32,750.00	123.12	
Burial Fees	753.00	400.00	778.00	1,931.00	2,250.00	-319.00	Not material
Car Park and Toilet Donations	1,311.25	1,323.96	1,225.30	3,860.51	0.00	3,860.51	Not budgeted
Other Donations	40.00	10.00	30.00	80.00	0.00	80.00	Finalisation of Christmas Donations and other small amounts
EV Charging Income	72.91	81.82	74.48	229.21	125.00	104.21	A little higher than budgeted
Interest Received	400.00	726.04	400.00	1,526.04	500.00	1,026.04	Interest rates higher than anticipated
Variable Income	2,577.16	2,541.82	2,507.78	7,626.76	2,875.00	4,751.76	
Total Income	13,534.87	13,499.53	13,465.49	40,499.88	35,625.00	4,874.88	Car Park and Toilet Donations is main variance
Management Costs	3,459.00	3,539.00	3,576.33	10,574.32	11,281.05	706.74	No consultancy or specialist advice costs incurred.
Office costs	814.98	708.99	613.48	2,137.45	3,072.50	935.05	Misc items with Cltr Training less than budgeted biggest item
LNP including Costs of Democracy	55.00	55.00	55.00	165.00	0.00	-165.00	LNP continues, was anticipated to be now complete
Street Cleaning and Green Maint	3,051.04	2,880.51	2,907.30	8,838.84	9,473.95	635.11	No extra tree work.
Public Realm	686.00	794.00	596.00	2,076.00	2,400.00	324.00	Not material
Toilet Costs	1,193.69	1,407.15	1,742.79	4,343.62	3,910.00	-433.62	Repair Costs
Water St	351.02	351.02	351.02	1,053.05	1,125.00	71.95	Not material
Community Events including Grants	0.00	1,128.86	0.00	1,128.86	125.00	-1,003.86	Electricity Generator Contribution Community Centre
EV Costs	65.99	23.85	63.83	153.67	300.00	146.33	Not material
Contingency	0.00	0.00	0.00	0.00	500.00	500.00	Contingency
Total Costs	9,676.70	10,888.36	9,905.73	30,470.80	32,187.50	1,716.70	
Surplus/(Deficit)	3,858.16	2,611.16	3,559.75	10,029.08	3,437.50	6,591.58	



	April Actual Mth	May Actual Mth	Jun Actual Mth	Actual YTD	Budget YTD	Favourable /(Adverse)
Staff salaries and Other Consultancy Costs	3,403.00	3,403.00	3,440.33	10,246.32	10,906.05	659.74
Audit and Payroll bureau costs	56.00	136.00	136.00	328.00	375.00	47.00
Management Costs	3,459.00	3,539.00	3,576.33	10,574.32	11,281.05	706.74
Telephone & broadband	95.05	82.06	82.06	259.17	300.00	40.83
Website Dev and .gov	59.40	59.40	59.40	178.20	300.00	121.80
Accounting software & computer	0.00	0.00	0.00	0.00	180.00	180.00
Office Materials	9.99	9.99	9.99	29.97	75.00	45.03
Data Protection	0.00	0.00	0.00	0.00	0.00	0.00
Subscriptions & Insurance	211.16	211.16	211.16	633.48	675.00	41.52
All Training/Cllr expenses	0.00	140.00	0.00	140.00	500.00	360.00
Room hire PC meetings	105.00	22.00	44.00	171.00	150.00	-21.00
Office Maintenance	0.00	0.00	0.00	0.00	62.50	62.50
Digital mapping	150.00	0.00	0.00	150.00	150.00	0.00
Parish Office business rates	101.05	101.05	101.05	303.14	360.00	56.86
Parish Office rent	83.33	83.33	83.33	250.00	250.00	0.00
Office Miscellaneous	0.00	0.00	22.49	22.49	70.00	47.51
Office costs	814.98	708.99	613.48	2,137.45	3,072.50	935.05
LNP Costs incl Cost of Democracy	55.00	55.00	55.00	165.00	0.00	-165.00
Green Maintenance	958.75	1,183.75	958.75	3,101.25	2,876.25	-225.00
Tree Maintenance and Care	380.00	0.00	420.00	800.00	1,050.00	250.00
Street cleansing	1,278.40	1,278.40	1,278.40	3,835.20	4,147.70	312.50
Refuse collection bins & dog bins	298.74	115.00	115.00	528.74	500.00	-28.74
Chapel Business Rates	135.15	135.15	135.15	405.44	450.00	44.56
All cemetery management	0.00	168.21	0.00	168.21	450.00	281.79
Play equipment	0.00	0.00	0.00	0.00	0.00	0.00
Street Cleaning and Green Maint	3,051.04	2,880.51	2,907.30	8,838.84	9,473.95	635.11
Street furniture	90.00	198.00	0.00	288.00	600.00	312.00
Street Lighting energy	500.00	500.00	500.00	1,500.00	1,500.00	0.00
PWLB interest	96.00	96.00	96.00	288.00	300.00	12.00
Public Realm	686.00	794.00	596.00	2,076.00	2,400.00	324.00
Church Street energy	116.23	82.97	73.53	272.73	375.00	102.27
Church Street water	0.00	279.82	0.00	279.82	300.00	20.18
Church St Toilets Business Rates	67.37	67.36	67.37	202.10	240.00	37.90
Prentice St Water	0.00	98.55	0.00	98.55	100.00	1.45
Prentice St non EV energy	38.34	36.69	40.22	115.25	75.00	-40.25
Donation Points	35.90	35.90	35.90	107.70	120.00	12.30
Washroom Cleaning & Consumables	660.85	660.85	1,200.77	2,522.47	2,400.00	-122.47
Washroom Minor Maintenance	275.00	145.00	325.00	745.00	300.00	-445.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
Toilet Costs	1,193.69	1,407.15	1,742.79	4,343.62	3,910.00	-433.62
Water Street green maintenance	96.85	96.85	96.85	290.55	300.00	9.45
Water Street Business Rates	254.17	254.17	254.17	762.50	825.00	62.50
Water St	351.02	351.02	351.02	1,053.05	1,125.00	71.95
Small Grants (combined)	0.00	500.00	0.00	500.00	0.00	-500.00
Christmas trees/lighting	0.00	0.00	0.00	0.00	0.00	0.00
Xmas Eve Community Carols	0.00	0.00	0.00	0.00	0.00	0.00
1st Meadow summer facilities	0.00	0.00	0.00	0.00	125.00	125.00
Misc	0.00	628.86	0.00	628.86	0.00	-628.86
Bellward Award	0.00	0.00	0.00	0.00	0.00	0.00
Community Events including Grants	0.00	1,128.86	0.00	1,128.86	125.00	-1,003.86
EV Costs	65.99	23.85	63.83	153.67	300.00	146.33
Contingency	0.00	0.00	0.00	0.00	500.00	500.00
Total Expenses	9,676.70	10,888.36	9,905.73	30,470.80	32,187.50	1,716.70
Surplus/(deficit)	3,858.16	2,611.16	3,559.75	10,029.08	3,437.50	6,591.58

	Mar 24	Jun 24	Increase/(decrease)	Notes
Fixed Assets	150,968.05	150,968.05	0.00	None
Debtors	0.00	0.00	0.00	None
Accrued Income	3,732.86	4,174.17	441.31	Babergh Cleaning Grant 3 months, interest and car park donation
VAT Refunds	2,091.70	1,761.24	-330.46	Purchase dependent
	5,824.56	5,935.41	110.85	
Cash at Bank	377,684.76	423,278.65		
Bus Prem	7,223.42	3,928.09		
Current Acc	0.00	0.00		
Petty Cash	384,908.18	427,206.74	42,298.56	Precept received for half year and £10k ncil money
Trade Creditors	-13,083.74	-7,346.49	-5,737.25	Payment of Suffolk Annual Lights bill of £5k is major item.
Accruals and Prepayments	-14,308.12	-12,160.40	-2,147.72	Business Rates prepayments is a key driver
Deferred Income	0.00	-29,750.00	29,750.00	Precept for half year received.
Lights Creditor	-133,633.91	-133,633.91	0.00	
	-161,025.77	-182,890.80	21,865.03	
Loans	-72,452.44	-72,452.44	0.00	Capital Repayments made
Net Assets	308,222.57	328,766.95	20,544.38	
General Funds	159,753.32	167,196.09	7,442.77	
Ballot Fund	4,800.00	4,800.00	0.00	No change
Public Realm	869.09	869.09	0.00	No change
Number 2 Lady St	0.00	0.00	0.00	No change
NCIL	87,161.99	97,677.29	10,515.30	£10k received
Lavenham Funds in Trust	1,500.00	1,500.00	0.00	No change
Neighbourhood Plan Fund	0.00	0.00	0.00	No change
Cemetery Clean Up	5,000.00	5,000.00	0.00	No change
Telephone Box Maintenance	6,000.00	6,000.00	0.00	No change
Lighting Sinking Fund	36,872.80	39,459.11	2,586.31	In lieu of depreciation and to avoid overstating General Funds
Christmas Lights Fund	0.00	0.00	0.00	No change
Street Fair Fund	6,265.37	6,265.37	0.00	No change
Total Reserves	308,222.57	328,766.95	20,544.38	
Imbalance	0.00	0.00	0.00	


	B/F	Per I and E contains no earmarks	In lieu dep'n lighting earmark	NCIL Cash received	C/F
General Funds	159,753.32	10,029.08	-2,586.31	0.00	167,196.09
Ballot Fund	4,800.00	0.00	0.00	0.00	4,800.00
Public Realm	869.09	0.00	0.00	0.00	869.09
Number 2 Lady St	0.00	0.00	0.00	0.00	0.00
NCIL	87,161.99	0.00	0.00	10,515.30	97,677.29
Lavenham Funds in Trust	1,500.00	0.00	0.00	0.00	1,500.00
Neighbourhood Plan Fund	0.00	0.00	0.00	0.00	0.00
Cemetery Clean Up	5,000.00	0.00	0.00	0.00	5,000.00
Telephone Box Maintenance	6,000.00	0.00	0.00	0.00	6,000.00
Lighting Sinking Fund	36,872.80	0.00	2,586.31	0.00	39,459.11
Christmas Lights Fund	0.00	0.00	0.00	0.00	0.00
Street Fair Fund	6,265.37	0.00	0.00	0.00	6,265.37
Total Reserves	308,222.57	10,029.08	0.00	10,515.30	328,766.95

Closing Cash	427,206.74
Suffolk CC	-133,633.91
ncil	-97,677.29
Other Funds	-13,434.46
	<u>182,461.08</u>
Less Sinking Fund Cash	-39,459.11
1st Meadow Bridge and Phone Box	-15,000.00
Less Babergh Cash in Advance	-29,750.00
	<u>98,251.97</u>
Annual Spend incl Loan repays	<u>140,000.00</u>
Cover	8.42 Months

Current


30/04/2024	Balance Brought Forward	6,527.32
02/05/2024	EV Income: Fuuse	32.88
07/05/2024	Car Parking Income Card Payments	180.50
07/05/2024	Transfer from Deposit Account	5,000.00
08/05/2024	Andrew Smith: April Net Wages	-2,237.94
08/05/2024	Supplier Payment: Zoom	-15.59
08/05/2024	Supplier Payment: Infinity Cleaning	-793.02
08/05/2024	Supplier Payment: Drain Doctor	-330.00
08/05/2024	Supplier Payment: JPB Landscapes	-2,800.80
08/05/2024	Supplier Payment: Onsite IT	-71.28
08/05/2024	Supplier Payment: Babergh District Council	-45.66
08/05/2024	Supplier Payment: Heelis and Lodge	-400.00
08/05/2024	Grant: Lavenham Pre School	-1,500.00
08/05/2024	Pension Contributions: NEST	-161.61
08/05/2024	Supplier Payment: British Gas	-69.28
09/05/2024	Car Parking Income Cash Payments	235.00
13/05/2024	EV Income: Fuuse	38.94
14/05/2024	Supplier Payment: British Gas	-40.25
14/05/2024	Supplier Payment: British Gas	-122.04
14/05/2024	Car Parking Income Cash Payments	166.00
14/05/2024	Supplier Payment: Glasscubes	-66.00
20/05/2024	Car Parking Income Card Payments	231.56
20/05/2024	Supplier Payment: BT	-83.66
20/05/2024	Car Parking Income Cash Payments	116.00
23/05/2024	Supplier Payment: Cobblers and Keys	-30.00
23/05/2024	Supplier Payment: Manutan	-237.60
28/05/2024	Car Parking Income Card Payments	135.85
28/05/2024	Supplier Payment: Anglian Water	-21.21
28/05/2024	Supplier Payment: BT	-14.81
28/05/2024	Supplier Payment: HP Inks	-11.99
30/05/2024	Supplier Payment: Paya Go Cardless	-43.08
30/05/2024	Car Parking Income Cash Payments	175.00
31/05/2024	Supplier Payment: Anglian Water	-279.82
31/05/2024	Balance Carried Forward	3,463.41
31/05/2024	Per Bank Statement	3,463.41
		0.00
Premium		
30/04/2024	Balance Brought Forward	429,332.45
07/05/2024	Transfer to Current Account	-5,000.00
13/05/2024	Babergh Cleaning Grant Q4 2023/24	2,844.66
20/05/2024	HMRC: VAT Refund	796.90
31/05/2024	Balance Carried Forward	427,974.01
31/05/2024	Per Bank Statement	427,974.01
		0.00

Recent transactions

 <b>COMMUNITY</b> 20-83-50 00567094		<b>£3,588.96</b> Last night's balance £3,463.41		
Date	Description	Money in	Money out	Balance
Mon, 03 Jun 24	POST OFFICE	+ £150.00		£3,988.96
Mon, 03 Jun 24	POST OFFICE CREDIT	+ £400.00		£3,838.96
Mon, 03 Jun 24	ANGLIAN WATER BUSI		-£98.55	£3,438.96
Mon, 03 Jun 24	CHARITIES TRUST	+ £74.10		£3,537.51
Fri, 31 May 24	ANGLIAN WATER BUSI		-£279.82	£3,463.41

[View all transactions](#)

Recent transactions

 <b>Business Premium ME</b> 20-83-50 20567116		<b>£432,500.05</b> Last night's balance £427,974.01		
Date	Description	Money in	Money out	Balance
Mon, 03 Jun 24	INTEREST PAID GROSS	+ £1,526.04		£432,500.05
Mon, 03 Jun 24	BABERGH PAYMENTS	+ £3,000.00		£430,974.01
Mon, 20 May 24	HMRC VTR	+ £796.90		£427,974.01
Mon, 13 May 24	BABERGH PAYMENTS	+ £2,844.66		£427,177.11
Tue, 07 May 24	208350 00567094		-£5,000.00	£424,332.45

[View all transactions](#)

3,463.41

427,974.01


Current

31/05/2024	Balance Brought Forward	3,463.41
03/06/2024	Car Parking Income Cash Payments	150.00
03/06/2024	Burial Income	400.00
03/06/2024	Supplier Payment: Anglian Water	-98.55
03/06/2024	Car Parking Income Card Payments	74.10
03/06/2024	Transfer from Deposit Accounts	10,000.00
04/06/2024	Supplier Payment: Community Council Grant	-3,500.00
04/06/2024	Supplier Payment: Infinity Cleaning	-793.02
04/06/2024	Supplier Payment: Onsite IT	-71.28
04/06/2024	Supplier Payment: JPB Landscapes	-2,800.80
04/06/2024	Supplier Payment: Robert Evans	-225.00
04/06/2024	Supplier Payment: Paul Holland	-105.00
04/06/2024	Supplier Payment: DB Security	-146.40
05/06/2024	Supplier Payment: Amazon	-26.99
06/06/2024	Pension Contributions: NEST	-161.61
07/06/2024	Supplier Payment: British Gas	-25.04
10/06/2024	Car Parking Income Card Payments	185.25
11/06/2024	Supplier Payment: Command Pest Control	-348.00
11/06/2024	Andrew Smith May Net Wages	-2,237.74
11/06/2024	Supplier Payment: SALC	-168.00
11/06/2024	Supplier Payment: Paul Holland	-40.00
11/06/2024	Car Parking Income Cash Payments	125.00
11/06/2024	Supplier Payment: British Gas	-87.11
13/06/2024	EV Income: Fuuse	44.48
13/06/2024	Supplier Payment: British Gas	-38.52
17/06/2024	Car Parking Income Card Payments	109.25
17/06/2024	Car Parking Income Cash Payments	166.00
19/06/2024	Supplier Payment: Glasscubes	-66.00
19/06/2024	Supplier Payment: Tesco	-48.00
20/06/2024	Supplier Payment: BT	-83.66
20/06/2024	Supplier Payment: Brunel Engraving	-754.62
24/06/2024	Car Parking Income Card Payments	61.75
25/06/2024	Christmas Lights Donations	30.00
25/06/2024	Car Parking Income Cash Payments	181.00
25/06/2024	Supplier Payment: BT	-14.81
27/06/2024	Burial Income: Halstead Memorial	85.00
28/06/2024	Burial Income: Deacons	693.00
30/06/2024	Balance Carried Forward	3,928.09
30/06/2024	Per Bank Statement	3,928.09
		0.00

Premium

31/05/2024	Balance Brought Forward	427,974.01
03/06/2024	Interest	1,526.04
03/06/2024	Babergh Community CIL	3,000.00
03/06/2024	Transfer to Current Account	-10,000.00
18/06/2024	HMRC VAT Refund	778.60
30/06/2024	Balance Carried Forward	423,278.65
30/06/2024	Per Bank Statement	423,278.65
		0.00

Recent transactions




**COMMUNITY**  
20-83-50 00567094

**£4,009.93**  
Last night's balance £4,027.87

Date	Description	Money in	Money out	Balance
Tue, 02 Jul 24	LANDREGISTRYSEARCH		-£17.94	£4,009.93
Mon, 01 Jul 24	GOCARDLESS		-£43.08	£4,027.87
Mon, 01 Jul 24	HPI INSTANT INK UK		-£11.99	£4,070.95
Mon, 01 Jul 24	CHARITIES TRUST	+ £154.85		£4,082.94
Fri, 28 Jun 24	POST OFFICE CREDIT	+ £693.00		£3,928.09

3,928.09



**LAVENHAM PARISH COUNCIL**  
**Business Premium ME** >  
20-83-50 20567116  
[Show recent transactions](#)

**£423,278.65**  
Available balance  
Last night's balance £423,278.65

423,278.65