

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 5th July 2018 at 7.30 pm.

Present Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman

Mrs J Baker, Mrs D Twitchett, Ms N Smith, Mr T Sheppard, Mr B Panton, Mr J O'Mahony, Mr A Searle, Dr C Posner.

Mr R Lindsay, Suffolk County Councillor. Mr W Shropshire, Babergh District Councillor.

1 member of the public.

Public Forum – the member of the public present did not wish to speak

Police Matters – Sudbury SNT June Newsletter available at www.suffolk.police.uk/your-area/Sudbury. The Police were asked to target speeding vehicles across the area through a number of Parishes. In the 7 months to 31st March 2018, 749 drivers have been prosecuted across 13 Parishes for excess speed. This includes 170 in Lavenham and 147 in Long Melford. It was noted that the Police Safety Camera was positioned on Sudbury Road the previous day.

The summary of crimes reported within the parish of Lavenham is listed on www.police.uk, search by postcode on Find your Neighbourhood. There is no update since April 2018, those statistics were reported last month.

Note of 'Chief & PCC On Tour 2018', Chief Constable and Police & Crime Commissioner touring Suffolk, in town centres between 11.30 am. and 1.30 pm. talking directly to the public about the policing service. At Sudbury, Thursday 9th August, Market Hill outside Town Council. Also further information regarding a review of the funding of PCSOs

County Councillor's Report (*circulated to the members, report follows these minutes*)

District Councillor's Report, Mr W Shropshire (*circulated to the members, report follows these minutes*).

Mr Shropshire commented that he was pursuing the outstanding enforcement issues on the Second Meadow site but he had only just received a reply to the query he had raised in February.

The subject matter of the report of Mr Shropshire's low attendance at committee meetings was discussed. It was agreed that Mr Shropshire always responds to emails, has given his support to concerns raised by the Parish Council and sought answers to questions raised, generally he has served the Lavenham community well. It was proposed by Ms Smith, seconded by Mrs Twitchett, that the Parish Council has every confidence in Mr Shropshire as our District Council representative. This was endorsed by the full Council.

The Minutes – Prop. by Mr Gibson, sec. by Mr Searle, the minutes of the meeting held on 7th June were approved. Carried. Prop. By Mr O'Mahony, sec. by Mr Sheppard, the minutes of the meeting held on 19th June were approved. Carried.

Declarations of Interest – none

Matters arising and update of outstanding issues

Mrs Baker reported that the contract in respect of the Soper Project has not yet been signed.

Finance and Strategy

Invoices received/cheques for signature

idverde, public toilet works May £1,320.55: The CGM Group, grounds maintenance June £874.00: British Gas, electricity supply Church St toilets 18.67: Kinex, phone account June

£22.94: Solarworks Ltd, Chapel solar final payment £1,497.10: Payroll £730.90: Playquip Leisure, routine inspection play equipment £321.30: Playquip Leisure, replace/repair springer see saw & multiplay panels £3,510.00: Cooper & Kelling Builders, Chapel final valuation payment £18,409.80.

Paid by Direct Debit: 30/06/2018 to BT for Broadband service to old phone box for June £52.32

A letter to the Bank requested the transfer of £26,000 between accounts.

Prop. Mrs Baker, sec. Ms Smith, that the transactions are approved. Carried.

Letter of thanks received for the £150 donation towards the Children's Book Festival, the money will be acknowledged in the brochure and will go towards sponsoring one of the speakers.

Quotation for trimming Box hedging in Churchyard - the quotation from CGM is £975.17 plus VAT, for trimming 74 Box balls and 2 Hollies, this works out at £12.83 per 'unit', 5% increase on last year's quote. CGM have carried out this work previously with no problems. It was prop. by Ms Smith, sec. Mr O'Mahony, that the quotation from CGM be accepted, carried.

Tree Maintenance Programme – Mr Gibson had reviewed the recommendations made in the recent report from Suffolk Tree Services and proposed that in view of the cost of £500 quoted for 6 additional trees to be planted in the Cemetery later in the year (6 trees with rabbit guards and one year's maintenance) and the recommendation to fell the large Monterey Cypress at a cost of £2,400, the tree budget for 2018/19 should be increased to £3,000. Prop. Mr Gibson, sec. Ms Smith, that the budget be increased to £3,000 and STS instructed to carry out the works recommended. Carried.

Professional advice for 'Lavenham Hub' – a Solicitor has been engaged to advise on possible business structures for use in connection with the proposed 'Hub', also a Chartered Surveyor to produce a valuation report in respect of the building at 2 Lady Street.

Babergh Cabinet meets next on 12th July and more information on possible lease and/or purchase options should be available following that meeting. The Parish Council will need to be prepared with preferred options as soon as possible. Dialogue is ongoing with the Post Office.

If the model of other community ventures is followed it is envisaged that a part-time paid manager would ensure efficient running, while a team of volunteers would bring in additional skills, experience and ideas.

Planning

Planning Applications Received:

DC/18/02644 Land North-West Of Mill Cottage Bears Lane Lavenham CO10 9RX

Planning Application - Erection of 1.5 storey dwelling and single garage with associated parking.

Prop. Mr Gibson, sec. Mrs Baker, recommend refusal for the following reasons:

1. The site of the proposed dwelling does not meet the requirements of Policy H1 (LNDP) as it is not located within, or adjacent to, the built up boundary of Lavenham and has no relationship to the existing pattern of development in Lavenham.
2. The Application site lies within the designated Special Landscape Area (SLA). It is considered that the proposed dwelling does not meet the requirement of BLP-Alt 2 (2006) Policy CR01 where the landscape quality will be protected by restricting development to that which is essential for agriculture etc. It also does not meet the requirement of Policy CR04 – Development proposals in SLAs as not maintaining or

enhancing the qualities of the area. This requirement is further emphasised in Policy ENV1 of the adopted Lavenham Neighbourhood Development Plan (LNDP)

3. Within the context of Policy H2 (LNDP) paragraph 7.5.7 refers to the Lavenham Conservation Character Appraisal (LCCA), the Lavenham Village Design Statement and the Lavenham Character Assessment (LCA). The proposed site of the building is identified as being within the area designated as LAV 1 of the LCA known as Pit Meadow, where this land is judged to have a High landscape sensitivity emphasising the requirements of Policy CR04 in paragraph 2 above.
 4. Whilst the proposed site lies just outside of the Defined View "Shilling Street" referred to in Policy ENV1 (LNDP) this is an area of High landscape sensitivity (see 3 above)
- 6 votes for the proposal. Carried.

DC/18/02673 4 Church Street, Lavenham, Sudbury, Suffolk CO10 9QT
Application for Listed Building Consent. Erection of single storey rear extension following demolition of porch
Prop. Dr Posner, sec. Ms Smith, recommend approval. Carried.

DC/18/02739 & DC/18/02744 37 Water Street, Lavenham, Sudbury, Suffolk CO10 9RN
Householder Application & Application for Listed Building Consent. Addition of window opening to first floor west elevation and repairing and redecoration of external wall finish.
Prop. Mr Searle, sec. Mr Gibson, recommend refusal as the proposed window position is not balanced with the planned layout of windows on the upper storey of the dwelling facing Shilling Street. However if the proposed window was to be re-sited over the bath then the appearance would be acceptable and the recommendation altered to approval. Carried.

Planning Decisions Received:

DC/18/02310 Woolstaplers Hall, 24 Prentice Street, Lavenham – no objections to works to Trees in a Conservation Area, T1 and T2 (Silver Birch) - Reduce by one third in height. T3 (Silver Birch) - Remove

DC/18/01412 Windwards, Bury Road, Lavenham - Outline Planning Permission (Access to be considered) - Erection of 2no. dwellings and associated development

DC/18/00948 & DC/18/00949 At Number Ten , 10 Lady Street, Lavenham – Planning Permission and Listed Building Consent for installation of kitchen and outbuilding air conditioning units, close-boarded fencing, satellite dish, slate roof to bins area & internal floor alterations.

DC/18/01722 41 Prentice Street, Lavenham - Listed Building Consent for removal of lime render to front of building and application of new lime render and limewash; repairs to and strengthening oak frame and sole plate; re-pointing brickwork.

DC/18/01899 & DC/18/01900 The Old Rectory, Church Street, Lavenham – planning permission & listed building consent for erection of single storey rear extension and associated alterations.

B/16/01559 Discharge of condition(s) town and country planning act 1990 Former Highways Depot , Melford Road, Lavenham - Condition 4 (hard & soft landscaping), Condition 6 (Maintenance scheme), Condition 8 (Materials), Condition 10 (details of fire hydrants), Condition 11 (Sustainability strategy), Condition 13 (Contamination), Condition 14 (Disposal of surface water), Condition 15 (Strategy for the disposal of surface water), Condition 16 (Agreement for surface water drainage connection), Condition 18 (Construction surface water management), Condition 19 (Off-site highways works), Condition 20 (Vehicular highways access) and Condition 21 (Highways surface water drainage)

DC/17/05210 The Granary, Mill Hill, Bury Road, Lavenham - Discharge of Conditions for

Application - Condition 3 (Materials)

Operations

Traffic and Road Management – SCC’s estimation of ‘mid to late August’ for works in Water Street will be monitored.

Sudbury Wardens – notification received that two Wardens will be in the village tomorrow and will meet with Dr Posner to talk about patrolling Lavenham Walk and possible ways of tackling the dog fouling problem. Mr O’Mahony observed that the Parish Council will be paying in the region of £4,000 annually for 2 Wardens to attend for two hours per week including mileage costs and should expect to receive a monthly report detailing dates attended, hours, and observations and actions.

Part funded PCSO – it was agreed to allocate time for discussion in a later meeting, Mr Reeve has written for more details of the scheme, in particular the cost and level of control over the duties carried out by the PCSO.

Gas works site – Mr O’Mahony has identified the people within the companies responsible for the written reports and asked them to interpret within the terms of our proposals.

Street Cleaning – Mr O’Mahony is looking into the job description of the village caretaker and the schedule of works around the village to ensure both are relevant to the evolving needs of the village.

Housing and Social

CLT - Mr Panton had produced some photographs showing progress on the Melford Road site, roads are in and some brickwork is up to window level. The Trustees met to consider the Public Art award and reduced the applicants to two who have now been invited to make a presentation to the Trustees. It is hope that this will be ready to go before the end of July.

LED lighting – engineers have started working at Green Willows.

Good Neighbours Scheme – Mrs Twitchett had produced an end of grant report for the Community Foundation. The Strawberry Tea had been held today in Caroline Eve’s garden, a great success as usual. Volunteers had offered to help at the presentation of the Soper Collection at Great Waldingfield Village Hall tomorrow.

Lavenham Dementia Alliance – the Business Breakfast will take place on Wednesday 18th July, around 60 invitations sent out and several replies received already.

Correspondence had been received from:

UK Power Networks, with update regarding the continuing work to install new underground cables involving lower Church Street, upper Water Street and Lady Street, due to recommence on 30th July.

Lavenham Guildhall regarding replacement of ‘No Parking’ signs on bollards in front of the building.

West Suffolk Clinical Commissioning Group Patient revolution, promoting an opportunity for people to have their say on local healthcare with West Suffolk CCG

BDMSC, Consultation on an update to the Draft Statement of Community Involvement (circulated)

BMSDC, invitation to take part in the formal consultation period in respect of the new Joint Housing Strategy currently under development, formal consultation period scheduled for September 17th – October 26th 2018.

BMSDC, with regard to Town and Parish Council Liaison Meetings, Mr Reeve and Mr Panton will attend the meeting at Capel on 10th July.

Future of the Market Place

Consideration of the analysis produced by Mr Sheppard prompted some lively debate

and it was decided that time should be allowed on a future agenda for fuller discussion. In the meantime Councillors were invited to consider how the Market Place has changed over the years, and what evidence of this is available. How do we see the Market Place in the future, remaining as it is or perhaps evolving to serve the changing needs of both residents and visitors?

Lavenham Pre-school – discussion held over until August meeting.

Matters to be brought to the attention of the Parish Council

Dr Posner commended Rob Norman for his work in siting the new bench on the Lavenham Walk and for repairs to the backless bench on the western part of the Walk. He also asked for permission to call a meeting of dog walkers to discuss ideas and proposals to encourage responsible dog owners to be the eyes and ears of the Parish Council with a view to reducing the dog fouling problem on Lavenham Walk.

Ms Smith raised the matter of the neglected play area at Harwood Place with a view to improving the area for both present residents of Harwood Place and future residents of the new housing at Peek Close. Enquiries will be made in respect of using s106 monies and residents will be consulted about how they would like to see the area used.

There will be two consultation events in September, probably on the 4th and 9th, but dates will be confirmed. These will be drop-in village engagement events when residents will be invited to view and ask questions about proposals for the village 'Hub', street furniture, play equipment etc. and leave comments and observations to be considered by the Parish Council.

Mr Searle said that when work is scheduled to commence on the bus shelter the Clerk will be given two weeks-notice within which information will be posted in the bus shelter giving warning of the timing of the work and any disruption it might cause.

The meeting closed at 9.40 pm.

Date of next meeting: The next meeting will be held on Thursday 2nd August 2018.