

PARISH COUNCIL MEETING

Held in the Guildhall, Thursday 7<sup>th</sup> March 2019 at 7.30 pm.

Present Mr C Reeve, Chairman.

Mrs D Twitchett, Mrs J Baker Mr B Panton, Mr J O'Mahony, Mr A Searle,  
Mr R Lindsay, Suffolk County Councillor, Mr W Shropshire, Babergh District Councillor  
1 member of the public.

Public Forum - Philip Mutton introduced himself as a prospective Conservative candidate for Lavenham Ward in the forthcoming District Council elections.

Police Matters – neither Sudbury SNT Newsletter nor the summary of local crimes on the police website have been updated since last meeting.

County Councillor's Report, Mr R Lindsay (report follows these minutes)

Following reports of various areas of concern in respect of the Water Street traffic restrictions trial, Mr Lindsay said we must push to make adjustments as we go along. Also provide a map of suggested locations for warning signs.

In answer to Mr Reeve's question regarding Special Needs school places Mr Lindsay said that three new schools are planned in addition to there being 28 Special Needs units in existing schools.

District Councillor's Report, Mr W Shropshire (report follows these minutes)

Mr Shropshire reported that the CIL application for 2 Lady Street had been approved today, also the application for electric car charging points in the Church Street car park.

The Minutes – Prop. by Mr Searle, sec. by Mr O'Mahony, the minutes of the meeting held on 7<sup>th</sup> January 2019 were approved. Carried.

Declarations of Interest – none

Apologies for absence received from Mrs Norman Mr Sheppard and Miss Mortimer.

Matters arising and update of outstanding issues

Mr Reeve reported that Nicola Smith had tendered her resignation from the Parish Council. He has thanked her for the work she has done for the community during her time as a Councillor.

Mrs Baker reported that there had been no further meetings of the Friends of Lavenham Library but reminded the Councillors that details of forthcoming events, including those over the Easter holiday period, can be seen on page 32 of the March edition of Lavenham Life.

Co-option to the Parish Council

Amanda Mortimer had expressed an interest in co-option and her details had been circulated to the Councillors. Circumstances meant that Miss Mortimer was unable to attend this evening and she had sent apologies but emphasised that she was still committed to serving on the Council. It was resolved to co-opt Miss Mortimer to one of the vacancies.

Finance and Strategy

A request had been received from the Friends of Lavenham Library for a donation in support of their continuing work in strengthening and developing links with the pre-school and primary school pupils and the staging of special events aimed at young people. Proposed by Mrs Twitchett, seconded by Mr O'Mahony, that a donation of £100 be made. Carried.

**Cheques for payment:**

idverde, toilet works for Feb £1,680.00: CGM Ltd, grounds maintenance for Feb £874.00: CGM Ltd, street cleaning Feb £1,324.80: Kinex, telephone account Feb £24.12: British Gas, electricity Church St toilets £14.77: John Robertson Ltd, new bench for o/s 2 Lady Street £248.40: Broxap, new litter bin for o/s 2 Lady Street £340.80: S J Hurrell, plumbing repairs at Church Street toilets £125.00: Sudbury Town Council, coach parking sign £72.00: Suffolk County Council, annual street lighting energy & maintenance £3,981.80: Lavenham Community Council, Village Hall room hire £22.00: Payroll £1,217.26: Anglian Water Business, Church St toilets water charges (adjusted with credit of £268.00) £186.72: Anglian Water Business, Prentice St toilet water charges £152.87: Anglian Water Business, Cemetery water charges £14.81: Friends of Lavenham Library, donation to children's activities £100.00.

Proposed by Mrs Baker, seconded by Mrs Twitchett, that the transactions are approved. Carried.

Remittance Advice from Babergh District Council re payment of Cleansing Grant for Q3 & Q4, total £4,286.10.

Letter/email of thanks received from Sudbury & District CAB for the Parish Council's donation and Lavenham Pre-school for the second half of the subvention payment.

**Planning****Planning Applications Received:**

DC/19/00764 11 Trinity Gild Lavenham

Notification of Works to Trees in a Conservation Area - Fell T1 (Italian Yew) and T2 (Evergreen Bush).

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

DC/19/00979 The Grove 5 Lady Street Lavenham

Notification of works to Trees in a Conservation Area - T1 (Yew) Reduce by 10-15% and raise crown. T2 (Yew) Raise crown and reduce overextended branches.

Prop. Mrs Twitchett, sec. Mrs Baker, recommend approval. Carried.

DC/19/00677 - Second Meadow Stables, Brent Eleigh Road, Lavenham

Full Planning Application - Change of use of land for the grazing of horses associated with the commercial livery

Prop. Mr Searle, sec. Mrs Baker, recommend approval. Carried.

DC/19/00816 Land To Rear Of Nos 42 To 45 High Street Lavenham

Full Planning Application - Erection of 4 No. single storey dwellings and outbuilding.

Prop. Mr Searle, sec. Mr Panton, recommend refusal. This Application falls within the designated boundaries of another Planning Application B/16/00437 which is still an active application. There are implications with regard to the Lavenham Neighbourhood Plan, and any subsequent Application replacing B/16/00437. In any regard, this potential conflict of Planning Applications needs to be clarified and sorted before any Planning Application can be re-submitted for our comment.

**Planning Decisions Received:**

DC/18/05543 19A Bolton Street, Lavenham - Discharge of Conditions for DC/18/04435 - Condition 3 (Agreement of Eaves)

DC/19/00202 29 Green Willows, Lavenham – planning permission for erection of a single storey rear extension

DC/18/05619 1 Butfield, Lavenham - planning permission for erection of a two storey rear extension following demolition of conservatory.

DC/19/00767 10 Spring Street, Lavenham - Non Material Amendment to B/16/00952 -

Change to artificial cladding on the extension first floor walls rather than render as approved.

DC/19/00318 Drovers Cottage, 42 The Common, Lavenham – Consent for works to trees in a Conservation Area - Willow (T1) to Re-Pollard leaving a scaffold structure of branches from which the crown can re-form as decay in main stem and manage the size

DC/18/05319 & DC/18/05320 18 Shilling Street, Lavenham – planning permission and listed building consent for erection of a single storey extension, alterations and external works (retention of).

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

DC/18/02627 Bear's Lane, Lavenham – Discharge of Conditions for DC/17/04024- Conditions 7 (Construction Surface Water Management), 10 (Lighting Design Scheme), 11 (Landscape Protection), 12 (Agreement of Materials), 13 (Service routes) 14 (SUDS Water Drainage Details), 15 (Landscaping Scheme), 16 (Foul Water Strategy), 17 (Contamination), 20 (Deliveries Management Plan) and 21 (Provision of parking and turning)

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

Hidden House, Hall Road, Lavenham - Discharge of Conditions for B/13/00974 - Condition 4 (Gates) and Condition 6 (Gate Details)

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

The Old Rectory, Church Street, Lavenham - Discharge of Conditions for DC/18/01899- Condition 3 (Materials) Location: The Old Rectory, Church Street, Lavenham & Discharge of Conditions for DC/18/01900- Condition 3 (Materials), Condition 4 (Fenestration), Condition 5 (Details of eaves and verges)

Application withdrawn - DC/18/04978 Erection of 1no. dwelling with associated car parking, landscaping and access.

Location: Land At The Old Rectory, Church Street, Lavenham

### **Operations**

Update re grounds maintenance and street cleaning contracts – following a meeting with one of the tendering contractors, and under delegated authority, both contracts had been awarded to JPB Landscapes (contractor C on the summary of tenders submitted).

Gas Works site – contractors for National Grid had been on site for 12 days, the outcome of searches is awaited.

Traffic and Road Management –. Mr O’Mahony thought that the ‘access only’ sign was being used as an excuse to use Water Street but this is only relevant if there is any enforcement pursued. It was thought that there should be three-monthly meetings with Highways to assess the effectiveness of the trial scheme.

Lavenham Walk – Emma Black, SCC Countryside Projects Officer, had walked along the Walk with John O’Mahony, Charles Posner, John Knight and the Clerk, observing and discussing the state of the path and surrounding area. She would write a report in the near future and forward it to the Parish Council. Suffolk County Council would be approached to provide their Management Plan.

### **Housing and Social**

CLT - a site visit is taking place for a general update on progress at Peek Close and to agree the final price for the artwork. Mr Reeve reported on the silver standard the units have been built to, this included triple glazing and heat recovery/cooler systems, meaning that energy running costs will be very low.

It is planned that the CLT will purchase 4 of the 8 s106 units from the joint bid with Babergh on the Bears Lane development.

LED lighting – the Listed Building applications are progressing.

Good Neighbours Scheme – today 24 people had travelled to the Crown at Hartest for lunch.

Another trip out would be organised for September, probably to a garden centre, including lunch there. The author Erica James will come and talk at the April Common Room Tea. Lavenham Dementia Alliance - another morning meeting will be held next Wednesday, this is an opportunity to get together and chat over coffee and cake.

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

Keep Britain Tidy, re Great British Spring Clean, 22<sup>nd</sup> March to 23<sup>rd</sup> April. They want to make this the country's biggest-ever, mass-action environmental campaign and inspire 500,000 people to join forces to clear litter, including single-use plastic, from our streets, parks and beaches, recycling as much as possible. Dates to be decided for two litter-picks in Lavenham. The Parish Council's interest in the Suffolk County Council 'Our Water' project has been noted. This is a community engagement and self-help scheme created with the aim of helping local communities better understand the watercourses in their area.

BAPTC forwarded reports of their meetings with Babergh DC (circulated)

SALC, Babergh Area Forum, Monday 11<sup>th</sup> March in Hadleigh.

Invitation from Passenger Transport Unit, Suffolk County Council to attend their Rural Transport Conversation at Kesgrave Conference Centre on the 15<sup>th</sup> March. Mrs Twitchett thought that she might be able to attend.

### **2 Lady Street – potential acquisition and lease to CBS**

All relevant papers had been circulated to members of the Parish Council and nobody saw any reason why the Parish Council should not go ahead with the proposed acquisition and lease to the CBS. Mrs Baker proposed approval of the Parish Council's acquisition of the freehold interest of 2 Lady Street and the structure of the lease to the Community Benefit Society. This was seconded by Mrs Twitchett and agreed.

### **School/Pre-school support and extended hours provision**

Matter deferred, the Parish Council is awaiting updated information.

### **Digital Mapping**

Mr Pantou had attended a very interesting presentation given by Pear Technology and had circulated details of a digital mapping package which he thought would be very useful to the Parish Council, for instance when the Neighbourhood Plan is updated.. It was proposed by Mrs Baker, seconded by Mrs Twitchett, that the Parish Council purchases, at a cost of £1,000, the basic map editing package. Agreed. The package includes the preparation of a parish map showing the parish boundary using OS MasterMap data, digital map editing software, half-day on site training for up to 6 people. The Parish Council is already signed up to the PSMA meaning that the OS map data is free.

### **Election timetable**

Councillors were reminded of the timetable: Election Notice displayed 12<sup>th</sup> March, Nomination Papers must be delivered by hand by 4 pm on Thursday 3<sup>rd</sup> April. The Clerk has an appointment to deliver papers to Sudbury Town Hall on Thursday 14<sup>th</sup> March at 2.30 pm., anybody not wishing to take advantage of this will need to make their own arrangements for delivery.

The Statement of Persons nominated will be published on the 4<sup>th</sup> April 2019 and if it is more than 11, then a poll will take place on Thursday 2<sup>nd</sup> May at the same time as the Babergh District Council election. Each candidate will need to complete a return of expenses before the end of 28 days after the election whether any expenses have been incurred or not.

The first meeting of the Parish Council after the election will be held on Wednesday 8<sup>th</sup> May and will be followed on the same evening by the Annual Parish Meeting.

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

Mr O'Mahony and Mr Searle had attended the Babergh Town & Parish Liaison Meeting. Mr O'Mahony felt that the format was not the best use of everybody's time with presentations being followed by question and answer sessions. There had been very little time allowed for questions from the attendees, he felt that if the presentations had been circulated prior to the meeting there would have been much more time for discussions and questions.

The presentations from the meeting will be forwarded to the parishes.

The next meeting will be held on Thursday 4<sup>th</sup> April, 2019.

The meeting closed at 9.50 pm.