

PARISH COUNCIL MEETING

Held on Thursday 3rd November 2022, commencing 7.30 pm. in the Village Hall.

Full reports and supporting documents can be found on the Parish Council website under Meetings, November 2022 Meeting Pack. Paper copies are also available.

Present Cllr Irene Mitchell, Chairman.

Cllrs Lizzie Falconer, Mary Morrey, Iain Lamont, Rob Macro, Matt Chick, Michael Sherman. Suffolk County Councillor Robert Lindsay, Babergh District Councillors Margaret Maybury and Clive Arthey.

7 members of the public.

1. Apologies for absence received from Cllrs Janice Muckian, Tony Sheppard and Paul Thompson, and approved.

2/3. Declarations of Interest/Requests for Dispensation

Following requests for dispensation under Standing Order 13(f), these had been granted to Cllrs Morrey and Macro. This enables Cllr Morrey to remain in the room, enter into discussions and vote on matters related to Water Street, and Cllr Macro to remain in the room, enter into discussion but not vote on matters related to Water Street. Both dispensations apply until 23rd May 2023. Dispensations granted in accordance with Standing Order 13(e) on the grounds that without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of the business.

4. To approve as accurate minutes of the last meeting of the Council

It was proposed by Cllr Chick, seconded by Cllr Sherman, and agreed, that the minutes were a true record of the proceedings of the meeting held on Thursday 6th October 2022.

5. Public Forum

A question regarding the street cleansing contract had been brought to the attention of Cllr Sherman and he asked which areas are covered, as he understood that it was only the central core pavements of the village. This he thought was unfair as residents of the more outlying areas paid the same Council Tax. The Chairman stated that street cleansing included all public pavements, areas of heavier footfall more regularly, but asked if there was any evidence that cleaning was not being carried out according to the contract then this is brought to the attention of the Parish Council.

6. Local Authority Councillors' Reports

District Councillors' Reports – Margaret Maybury & Clive Arthey

Babergh District Council's parish notes had been received and a written report had been submitted by Cllr Maybury, both had been circulated to the Councillors

Cllr Maybury added that Babergh will be sending out their Economic Development Team to talk to businesses and Parish Councils to explain what they do, what they have achieved this year and plans for next.

A question had arisen over whether there was a need for an additional litter bin in the Church Street car park. It was noted that the bottle and clothing banks were often overflowing, do these need to be emptied more often?

Cllr Maybury had covered local and briefing notes. Cllr Arthey added that it was good news to note that CIFCO had made a profit of £6.7m which will add to the Council coffers. Work has started on development of the former Hadleigh HQ.

Attention was drawn to the recent decision in respect of the Lavenham Press site.

Clerk drew attention to information recently received from Babergh regarding the invitation to the public to submit names for the 22 brand new council bin lorries. The winning entries will be fun and humorous names that combine waste and recycling messages. The competition closes at midnight on Sunday 13 November. Go to Babergh's website for more details.

County Councillor's Report – Robert Lindsay

Cllr Lindsay was welcomed back to Parish Council meetings. He had forwarded his report which had been circulated.

Cllr Lamont raised the matter of the blocked drains in Lady Street, these had been reported to the County Council some months ago and they had said that the drains would be cleared, this had not been done.

Cllr Falconer queried the cost of painting yellow lines, £8-10,000? It was explained that all schemes are subject to a TRO and had to take into account time spent by lawyers and the costs of a consultation.

7. Chairman's Announcements

Following questions raised at the October meeting regarding Councillors' Interests and dispensations, the Parish Council had contacted the Monitoring Officer. The advice received had now been implemented.

Consideration is to be given to ways in which the Council may be able to conserve energy by way of reducing the lighting period in respect of street lighting.

Christmas lighting is being pursued by Cllr Falconer and other interested parties.

8. Infrastructure Development

8a Harwood Place play area

Two quotations have been submitted, a third is awaited. When all three are received the information will be collated in order to formulate a bid.

8b Church Street public conveniences

Refurbishment works are due to commence on 21st November.

8c Hedge Planting

The quotes from professionals to plant the hedge at the Recreation Ground were slightly higher than the sum already proposed to support volunteer planting. It had been suggested that a fund-raising event could finance further planting. The plants are on order and a motion would be put at the next meeting to appoint a provider for planting services and the expenditure.

It was regretted that the volunteer who had been helping with the project has resigned.

8d Prentice Street public toilets

A Babergh Building Control officer had visited the site and endorsed the proposals to solve the problems around the access to the public toilets. The side concrete 'bubbles' will be removed and the railings extended to the full extent of the step-free access. One disabled parking space will be removed and the space nearest to the toilets building converted into motorcycle parking space which had been lost when the position of the building had been changed. Works to the railings should be completed by 17th November.

Cubicle 1 is inappropriate for full disabled use and will be for male/female/baby changing, cubicle 2 will be designated disabled only.

There are still some small internal finishing works required, a plumber is attending to reconfigure some of the plumbing pipework in order to reduce the area which needs to be

boxed in. It is hoped the facilities will be open by the end of the year.

8e Water Street build-outs – Cllr Lamont update

Cllr Lamont's report had been circulated and was noted. The order has been submitted for the low impact signage trial, there is a six week lead in. Suffolk Highways will project manage and co-ordinate the works.

8f Phone Box competition

The group of Councillors had not yet had the opportunity to meet to consider the merits of the various suggestions.

9. Finance

9a Invoices received for payment

Paid between meetings:

Suffolk County Council, contribution to costs of 20 mph design (ref October minutes 10(i)/22 page 66) £4,197.50: Information Commissioner's Office registration £40.00: Viking, copy paper & printer inks £97.40: County Washrooms, deposit on additional costs £5,018.40.

Invoices received/for payment :

JPB Landscapes, October grounds maintenance & street cleaning £2,684.58: Karzees Ltd. hire/cleaning of temporary toilets Prentice Street & Church Street £1,330.80: Kinex, phone a/c Oct £57.36: British Gas, Church Street toilets electricity £36.13: Payroll £935.58: Zoom, monthly remote meeting charges £14.39: Lavenham Community Council, village hall room hire £154.35: Seago & Stopps, payroll services qe 05/10/2022 £115.20: Command Pest Control, hygiene services for public toilets quarter 10/09 to 10/12 £174.00: Suffolk County Council, professional services, trial scheme priority signing works £3,154.52: ICS, public toilet cleaning & consumables £522.28.

Direct Debit payments: BT, broadband £24.28: Paya Group, monthly service fee £43.08: BG Business, electricity Water Street car park £70.54: BT Group plc, monthly mobile charge £6.00.

Seek approval for expenditure:

Clerk vacancy interview expenses: Attendance of experienced independent adviser £227.70: Sandwich lunch for interview panel £49.00.

Proposed by Cllr Morrey, seconded Cllr Macro, approved. Carried.

Income (October):

UKPN, wayleave £25.17: Burial account £440.00: Total donations collected from car parks for (total of cash & card donations) £1,455.70: Babergh District Council, Neighbourhood CIL £26,336.10: VAT refund £2,115.22.

Proposed by Cllr Chick, seconded by Cllr Falconer, that the financial transactions are approved. Carried.

Clerk agreed to establish and report how the car parking donations are split between card and cash payments.

9b Budget setting – to note timetable

On 7th March 2023 the full Council will agree expenditure plans for 2023/24.

9c Jubilee account - to receive a report on income/expenditure

Tight management of the funds, and some generous donations, had enabled £894.33 to be returned to the events fund. Cllr Falconer remarked that the Parish Council now owned a pop-up gazebo which could be used for future events, and a large amount of bunting.

10. LNP timetable

The informal seminar with the Parish Council and LNP2 Group on 27th October had been productive. A second seminar will now be held at towards the end of this month to discuss and confirm the consultation final draft before it goes before the Parish Council on 1st December for formal approval of the draft for public consultation.

The backstop date may slip but the Parish Council will be kept fully informed.

Cllr Muckian has agreed to join the group following recovery from surgery. Cllr Sherman has agreed to step into the breach until Cllr Muckian returns to full fitness.

11. Planning

11a Planning Applications Received:

DC/22/05258 14 The Paddocks, Lavenham CO10 9UF

Full Planning Application - Erection of single-storey extension for use as home office/studio.

Motion: Proposed by Cllr Lamont, Council approves the proposal.

Cllr Mitchell sought to amend the motion with the addition of a condition, to approve the application conditional on the extension being used only as part of the dwelling.

Seconded by Cllr Sherman but failed to gain support, motion lost.

Council returned to the original proposal. Cllr Lamont proposed that the Council approves the application, seconded by Cllr Macro, 5 voted for, 2 against. Carried.

DC/22/05448 5 Ropers Court, Lavenham

Notification of Works to Trees in a Conservation Area - Fell 2No. Leylandii (T1 and T2)

Proposed by Cllr Lamont, seconded by Cllr Macro recommend approval. Carried.

Planning Decisions Received:

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

Former Gas Works, Water Street, Lavenham

Discharge of Conditions Application for DC/19/05222 - Condition 3 (Construction Method and Site Management Statement) Discharged.

DC/22/04329 Robin Hill, Park Road, Lavenham – Planning Permission granted for

Conversion of attached indoor swimming pool extension to form annexe

DC/22/04831 3 Ropers Court, Lavenham – Works to Trees in a Conservation Area - Fell 1No.

Conifer (T1), Local Planning Authority does not wish to object to the works

11b Lavenham Press Site

Cllr Mitchell reported on the Planning Committee's consideration of the application for development of the Lavenham Press site. Cllr Mitchell had attended the meeting and set out the Parish Council's position on the application.

The Committee refused the application on the grounds that it is proposed residential development of an existing employment site;

it is out of keeping with adjacent and nearby dwellings and buildings;

no contribution towards affordable housing;

high risk of flooding;

conflicts with the development plan.

It is not known whether or not the applicants will appeal the decision.

It is considered important that the economic interests of the village are protected on this site.

There did not appear to be evidence that the site had been marketed before the application for the change to residential development had been submitted.

13. Date of next meeting

Thursday 1st December, 7.30 pm in the Village Hall.

The meeting closed at 9 pm.