

PARISH COUNCIL MEETING

Held on Thursday 6th October 2022, commencing 7.30 pm. in the Village Hall.

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

Present Cllr Irene Mitchell, Chairman.

Cllrs Lizzie Falconer, Mary Morrey, Janice Muckian, Tony Sheppard, Iain Lamont , Matt Chick, Michael Sherman
9 members of the public.

1. Apologies for absence received from Cllrs Rob Macro and. Paul Thompson.
Apologies also from County Councillor Robert Lindsay, Babergh District Councillors Margaret Maybury and Clive Arthey, all are attending the full Babergh Councillors' meeting which was postponed due to the mourning period.

2/3. Declarations of Interest/Requests for Dispensation

Following requests for dispensation under Standing Order 13(f), these had been granted to Cllrs Falconer, Lamont and Chick enabling them to remain in the room, enter into discussions and vote on matters related to Water Street. Dispensation applies from 9th June 2022 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 Sherman, seconded by Cllr Sheppard, and agreed, that the minutes were a true record of the proceedings of the meeting held on Thursday 1st September 2022.

5. Public Forum

As agreed at the July meeting the Chairman had written to Mr John Heeks in response to several questions put at that meeting to which the Council, due to time restraints, had been unable to supply the answers at that time

Nicola Sturgeon raised a point regarding the meeting held on 14th July when a vote on the expenditure for a one- or two-week camera survey of the Water Street buildout scheme had taken place. It was noted that no declarations of interest from those Councillors resident on, or adjacent to, Water Street had been made, should the decision still stand? The Chairman suggested that anyone who considered they should have declared an interest in this matter should refer themselves to the Monitoring Officer.

Mrs Sturgeon also asked if the Parish Council has considered reducing street lighting in appropriate areas around the village in order to save energy costs. Contrary to many fears it has not been shown that a reduction in lighting results in an increase in crime. This is something that the Parish Council could consider, Richard Webster of Suffolk County Council could give more information about how this could be researched.

Christopher Churchard's query regarding the proposed 20 mph limit should be clarified in the later agenda item.

John Heeks reminded the meeting of the increase in energy costs and asked if this may affect plans for Christmas lighting. He thought that his costs alone could rise from £20 to £100. This would have to be looked at critically and the costs weighed against people's expectations, many looked forward to the lights over the Christmas period. An informal, verbal survey would be carried out with businesses and residents to gauge the feelings of the community.

6. District Councillors' Reports

A written report had been submitted by Cllr Maybury and circulated to the Councillors (report follows these minutes).

There were no questions arising from the report.

7. Chairman's Announcements

Recruitment interviews will take place on 12th October, it is hoped to come back to the November meeting with good news.

The Lavenham Press site application by McCarthy Stone comes before the Planning Committee on 19th October, Cllr Mitchell will attend and speak on behalf of the Parish Council.

8. Infrastructure Development

8a Harwood Place play area

Further meetings with suppliers/installers are to be set up in order to secure at least three quotations for play equipment schemes. Also an update of surface works costs will be sought. A bid will be made for CIL funding, the Parish Council has pledged a contribution of £25,000 which could cover planning and consultation fees and a contribution to the works.

8b Church Street public conveniences

Proposed by Cllr Mitchell, seconded by Cllr Muckian, that Standing Order 10 to be suspended in order to enable Council business to be speedily transacted. Carried

Following recommendations made in the M & E report and advice in respect Legionella assessments some adjustments must be made to the plumbing and external doors.

Proposed by Cllr Mitchell, seconded by Cllr Morrey, the Council agrees a further maximum sum of £5,200 from Neighbourhood CIL to take account of necessary recommendations in the M & E report and replacement doors. Carried (1 abstained)

These adjustments need to be carried out without delay to bring the facilities back into full public use. Once returned to working order one cubicle will be designated disabled use with a Radar key.

8c Hedge Planting

A quotation for professional planting of the hedge proposed on the Recreation Ground had been received. It was recommended that this be planted in January and with the uncertainty of weather conditions it might be difficult to recruit volunteers to turn up in poor weather. The quotation was below the sum agreed to support voluntary planting of the hedge and included labour and tools etc. A second quotation would be sought.

8d Prentice Street public toilets

Following repairs to the drainage system the facilities had remained closed due to the step-free access being judged unsuitable. In order to enable the resumption of use of the facilities, and under Responsible Finance Officer's powers (invoke SFR 4.5), it was agreed that £1,000 from Neighbourhood CIL should be used to deliver remedial measures, ie altered signage to indicate redesignation of usage, extension of handrail to the end of the step-free access, removal of cement side 'bubbles'.

8e Water Street build-outs – Cllr Lamont verbal update

The costs of adjusting signage and monitoring the trial scheme had been provided and agreed nearly a year ago and Highways now advised that costs has risen by 8.5%, total now £12,621.90, in the meantime. It was agreed that having previously approved the cost it was now necessary to approve the additional sum to enable work to commence without delay, it is

essential that the limited signage trial scheme is shown to be safe as well as being acceptable visually.

Proposed by Cllr Lamont, seconded by Cllr Sheppard, accept the increased cost and order work to commence. Carried. 5 voted for, 1 against, 1 abstained.

8f Audit of Public Realm

There was little to report. The audit would involve inspection of all Parish Council owned street furniture etc. and an assessment of present condition, requirement for repair, refurbishment or replacement and the urgency of any such works.

8g Phone Box competition

Clerk reported that several inventive ideas have been put forward for potential uses of the two redundant phone boxes. A small group of Councillors will be considering these shortly and preparing a report.

8h 20mph Speed Limit

The Parish Council's application for a 20 mph limit had been supported by Robert Lindsay and a traffic survey carried out on all roads following which a report had been submitted to Babergh DC, SCC Highways and the Police. The core area met the criteria and the next stage is to design the signage locations. It was confirmed that this project should proceed to completion of the design, Parish Council contribution to the signage design costs of £4,197.50 to be paid out of the Neighbourhood CIL fund. Cllr Lindsay has agreed to cover the other 50% of the cost from his Highways Locality Budget.

The Council resolved to approve an LPC contribution to the 20mph signage design costs of £4197.50, to be paid out of the Neighbour CIL fund, in order to allow the design phase of the project to proceed.

Mr Churchyard was invited to write to the Parish Council with his comments.

9. Finance

9a Invoices received for payment

Paid between meetings:

Lavenham CHCLT Ltd, grant for security camera system £750.00 (ref September minutes, 09(i)/22 p.62)

Invoices received/for payment :

JPB Landscapes, September grounds maintenance & street cleaning £2,684.58: Karzees Ltd. hire/cleaning of temporary toilets Prentice Street & Church Street £1,063.20: Kinex, phone a/c Aug £56.88: British Gas, Church Street toilets electricity £37.92: Payroll £935.58: Zoom, monthly remote meeting charges £14.39: Community Action Suffolk, website hosting £60.00: Lavenham Community Council, village hall room hire £66.50: ICS, public toilet cleaning & consumables £594.51:

Direct Debit payments: BT, broadband £24.28: Paya Group, monthly service fee £43.08: BG Business, electricity Water Street car park £97.59: BT Group plc, monthly mobile charge £6.00.

Income (September):

Burial account £420.00: Total donations collected from car parks for (total of cash & card donations) £1,643.85: Babergh District Council, 2nd payment of Precept £43,716.50: VAT refunds £3,754.25.

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

9b Income & Expenditure to 30 September 2022 to be tabled

Council noted the Income & Expenditure report for the 2nd Quarter 2022/23.

It was noted that, although not back to pre-Covid levels, card and cash donations at the two car parks were slowly increasing and in six months had reached the expected income. It is anticipated however that donations will reduce considerably in the winter months and with the present increasing cost of living.

There is a balance of £7,500 in the NP2 budget. A report of the full Jubilee accounts will be available at the November meeting.

A Neighbourhood CIL payment of around £26,000 will be made to the Parish Council in mid October.

10. LNP timetable

The informal seminar with the NP2 review team will take place on Thursday 27th October at 7.30 pm. in the Village Hall. The deadline for Councillors to return comments is extended to 10th October.

11. Civic Pride

Cllrs Muckian and Sherman had met and have some questions that the Clerk might be able to answer as to which authority owns or is responsible for which areas of the village.

Cllr Janice Muckian will be reporting back after she and Janey Auchincloss have attended the Anglia in Bloom seminar on 11th October.

12. Planning

12a Planning Applications Received:

DC/22/04329 Robin Hill, Park Road, Lavenham

Householder Application - Conversion of attached indoor swimming pool extension to form annexe.

The proposal complies with Policy LP02 - Residential Annex ancillary to main residence. Under LP02 a Planning Agreement would be imposed to restrict occupation of the annex to persons related or similar linked (such as immediate family related or in lawful relationship). Recommend approval.

DC/22/04811 2 - 3 Shilling Street, Lavenham

Listed Building Consent - Amended fenestration to rear single storey extension to no. 3 as approved by DC/21/04606

Recommend approval.

DC/22/04831 3 Ropers Court, Lavenham

Notification of Works to Trees in a Conservation Area - Fell 1No. Conifer (T1)

The application lacks detail, location plan and reason for felling unclear.

Recommend Refusal on grounds of insufficient information.

Proposed by Cllr Sheppard, seconded by Cllr Sherman, agree response to each application as recommended by the Planning Group. Carried.

Planning Decisions Received:

DC/22/03807 & DC/22/03808 Shilling Grange, Shilling Street, Lavenham – Planning Permission and Listed Building Consent granted for Erection of front electric entrance gates and posts (following removal of existing).

DC/22/03894 10 Bolton Street, Lavenham – planning permission granted for construction of off-road parking space and new dropped kerb including erection of new gate and posts

(following removal of front boundary wall)

12b Lavenham Press Site

Councillors will consider the response from Babergh in respect of this site, any comments arising to be taken into account and the Parish Council's response circulated to all Councillors before forwarding to Babergh.

12c Babergh & Mid Suffolk District Councils Draft Five-Year Housing Land Supply

Note receipt of Babergh and Mid Suffolk District Councils Draft Five-Year Housing Land Supply Position Statements Consultation September 2022 (consultation ends midday 31st October 2022)

13. Date of next meeting

Thursday 3rd November, 7.30 pm in the Village Hall.

The meeting closed at 9.30 pm.