

PARISH COUNCIL MEETING

Held on Thursday 3rd June 2021, commencing 7.30 pm. in the Village Hall.

Present Mr I Lamont, Chairman.

Mrs M Morrey, Mrs I Mitchell, Mr R Macro, Mr C Poole, Mr T Ranzetta.

22 members of the public.

Public Forum

The Chairman pointed out that the Public Forum provides an opportunity for people to ask questions or talk on a subject of concern. It is not necessarily a time for the members of the Parish Council to engage in discussion as time allowed is limited. A later agenda item would review the Sharing Space consultation suspension and include discussion of any future process. The FOI request in respect of the responses received to the consultation document is currently being redacted and will be delivered on Friday 4th June.

The following questions were asked in respect of the recent Towards Sharing Space consultation booklet which had been delivered to households in the village and especially proposals involving the Market Place:

The booklet stated that, 'over the years the Market Place has somewhat lost its focus as the centre of the village'. Could this statement be clarified as to what was meant by 'lost its focus'. Who had come to this conclusion, had the National Trust been involved in this?

Cllr Mitchell gave the assurance that the NT did not have any involvement in this.

What is going to happen to all the cars when the areas are cleared? Residents of the Market Place may take the few spaces available, where will others go, people using the businesses, the visitors, there are not sufficient replacement spaces in the Prentice Street car park. People will be driving round looking for space to park on the side streets. All streets need to come under consideration.

Could consideration be given to designated resident parking in the Market Place?

Do we want to lose our traders forever when convenient access is denied for people carrying heavy bags etc. and others who are not quite as able. This is a working village with a high proportion of older residents, parking space on the Market Place is essential if continued use of the businesses there is to be sustained.

The Chairman reminded the meeting that the proposal in respect of protecting the Market Cross with fencing had been removed from the consultation by agreement at the meeting of the Parish Council in May.

The problem of parked cars on pavements throughout the village was raised, cars in Spring Street are even parking on the grassed areas causing damage.

On behalf of the Parish Council it was stated that anyone who had put a question as part of their response to the consultation document will receive an answer.

Police Matters – Go to:

https://www.suffolk.police.uk/sites/suffolk/files/ceo_constables_county_april_-_online.pdf for the April 2021 copy of the County newsletter, Constable's County.

The summary of crimes reported within the parish of Lavenham, listed on www.police.uk, has been updated recently to show crimes reported in April, there had been 8 crimes: 3 x violence & sexual offences; 1 x Anti-Social Behaviour; 1 x Public Order; 1 Criminal Damage & Arson; 1 x Other Theft; 1 x Other Crime.

County Councillor's Report, District Councillor's Reports

Mr Lindsay, Mrs Maybury and Mr Arthey had all sent apologies. No reports had been forwarded because of shortness of time since the reports given at the Annual Parish Meeting. These reports will be posted on the Parish Council website.

The Minutes

It was prop. by Mr Ranzetta, sec. by Mr Macro, that the minutes of the meeting held on 6th May are approved. Carried.

Declarations of Interest – none.

Apologies for absence -Mr Sheppard, Mr Chick. Mr Lindsay, Suffolk County Councillor Mrs Maybury and Mr Arthey Babergh District Councillors for Lavenham Ward.

Matters arising and update of outstanding issues

Following the resignation of Mrs Twitchett after the May meeting and the resignations of Mrs Norman and Mr O'Mahony later in that month, there are now 3 vacancies which are being advertised. Babergh will advise whether an Election has been requested.

It was agreed that agenda item 11 should be brought forward.

Towards Sharing Space – review consultation suspension

The Chairman said that it had been his decision to suspend the consultation in response to the public reaction at the first public consultation on the Market Place. It had become evident in discussions that there was a lack of clarity over the reference point for the loss of parking spaces in the Market Place, how many would be lost and how many extra provided in the Prentice Street car park. It was proposed by Mr Ranzetta, seconded by Mr Poole, that this meeting agrees to withdraw the consultation document and suspend the consultation. Agreed.

There had been well over 100 written responses, from both residents and visitors, and many questions asked. All responses had been circulated around the Councillors and work was in hand to respond to everybody. A petition of over 420 signatures headed 'We the undersigned wish to express that we are not happy with the Parish Council plans for Lavenham Market Place parking and planters', rejecting the plans has also been received.

It was pointed out that this had been a consultation, and not a firm plan. It had not been intended to make a decision based on the feedback plans but to use the responses to inform further discussions and proposals. All responses, and some had covered topics unrelated, were extremely helpful. This feedback can be considered in future. Some comments had been very passionate, but we should be clear what is acceptable language in a response.

There are a number of things which need to be considered, how the correspondence is collated, the wide range of ideas put forward as well as views, and how they will be responded to. The papers requested under the Freedom of Information Act have to be redacted, there is a right for individuals not to be identified. The material will be made available from 4th June.

It was felt that the consultation document was tainted and the consultation and its proposals have to be withdrawn. A new working party needs to be formed consisting of representatives of the Parish Council, the community, Suffolk County Council (as Highways Authority), anyone else who would be useful and support the work. Terms of Reference would be set by the Parish Council. The group should be capable of engaging with the community and coming to a decision.

The Parish Council can see that there is a wish for change in topics such as Traffic Control, Parking, Pavement obstruction, Pedestrian Safety. The Council discussed this and passed the following motion.

Proposed by Mr Macro, 'It is proposed that a traffic working party be set up by the Lavenham Parish Council to deal with matters arising from traffic, car parking and ancillary issues around the village, the terms of reference and constitution of such to be agreed by the LPC at a future meeting.' Seconded by Mr Ranzetta and agreed.

Lavenham Neighbourhood Development Plan revision update

Mrs Morrey had reported recently to the Annual Parish Meeting on 27th May when the latest news was that the Residents Questionnaire has almost been completed, ready for printing and distribution. Like the recent Census, it is designed to be completed on line with a facility to opt for a written return.

Joint Local Plan Review

Mr Ranzetta had issued a report to the Parish Council and this had been circulated to all Councillors for comment. Ten matters had been listed by the Inspectors following the Parish Council's submissions on six areas of the JLP in December 2020. Mr Ranzetta had attached the individual assessments under each matter which had been revised following comments on 8th to 27th May, our Annual Parish Meeting date.

Mr Lamont proposed that Mr Ranzetta be asked to submit the amended submissions to the Examiner. Seconded by Mrs Mitchell and agreed.

Mr Ranzetta and another Councillor will be attending the Examiner meetings. Parish Councillors and the public are also able to join remotely.

Review of Policies, Financial Regulations and Standing Orders

Mr Ranzetta had submitted two papers in respect of the review. However as there was too much to discuss at this meeting it was agreed to ask the Finance Working Group to review the FRs and make recommendations to the July meeting.

It was thought that Standing Orders should be amended to allow Working Parties and review the remit of all working parties. Mr Ranzetta proposed, Mr Macro seconded that the recommendations should come back to the meeting on 1st July.

Operations

Project Updates

Prentice Street car park and toilets – we are still waiting to hear from UKPN, before an order can be placed and the relevant power supply delivered. A CIL bid for £10k has been secured against this cost of some £20k.

The electricity supply box has been delivered and the toilet bloc is now in situ

Church Street toilets – work is progressing with a projected completion in late June.

Tenter Piece – Building Control have advised that the wall between the entrance hall and the common room is now required to be replaced to obtain a higher fire safety rating. This involves extra costs of £5.5k which the Parish Council will seek to reclaim from Babergh.

Also a team from Babergh has visited and installed a fire door in the rear wall in an aperture which was to be bricked up in the current plans. The lack of a smoke and fire warning system in the building has created further delays. The Chairman had sanctioned works to the dividing wall in order not to hold up work any further and the Parish Council ratified that decision at this meeting.

Finance and Strategy

Cheques for payment:

Kinex, phone a/c May £40.41: Anglian Water, water charges re Cemetery £18.77: MTM Plant & Sales, transport to move electricity box Prentice Street car park £90.00: Sweco

Consulting Engineers Ltd, professional services at Gas Works site in accordance with MLM £1,152.00: Sicher Technic, professional fees, site drawings, construction plans etc. for Babergh

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D C (Prentice St car park £2,400; Church St toilets £700; Tenter Piece £300; Gas Works £560) total £3,960.00: The Lavenham Press Ltd., printing LNPD revision Newsletter 2 £126.00: Cartridge Discount, printer inks £62.32: Community Action Suffolk, 1 year website hosting £60.00: Karzees Limited, hire/cleaning of temporary toilet units Church St/Prentice St £1,210.80: Zoom, monthly fee for remote meetings £14.39: Cherry Lane, plants for Market Place planters £25.50: Payroll £1,292.98 (Clerk's salary £747.08/PAYE/NIC liabilities period ending 05/07/21 £545.90): R D Lane, works at Church St toilets invoice 2 £30,000.00: R D Lane, works at Tenter Piece invoice 1 £24,000.00: JPB Landscapes, (May grasscutting/maintenance £928.75, street cleaning £1,253.33) + VAT £2,618.50: Babergh District Council, annual litter and dog bin emptying Apr 21 to Mar 22 £849.04.

Amended Idverde invoice for April still awaited, understand they have had problems with their computer system.

Water services invoice for Prentice Street car park on hold, awaiting meter reading so that more accurate usage can be calculated.

Direct payments to Bank: Babergh District Council, claim EV charging points, CIL bid B20-05 Prentice Street car park £17,000.00. HMRC VAT refund £4,592.46.

A letter to the Bank requests the transfer of £67,000.00 between accounts.

Mr Ranzetta proposed, Mr Poole seconded, that the financial transactions are approved. Carried.

Prop Mr Ranzetta, sec. Mr Poole, that an additional meeting will be held on 24th June to approve the Annual Governance Statement and Accounting Statements 2020/21, and authorise the accounts before the 30th June deadline. Agreed.

Consider donation to Lavenham Woodland Project

The Parish Council has annually made a donation to support the Woodland Project and allowance in made in the budget for this. It is understood that this helps to cover the insurance premium. It was prop. by Mr Ranzetta, seconded by Mr Poole, that a donation of £300 should be made this year 2021/22. Agreed.

Planning

DC/21/02751 91 Church Street, Lavenham

Application for works to trees in a Conservation Area - Raise crown of 1 No Walnut tree, removing 3 lower branches to the South, 2 to the East and then reduce and raise 1 branch to the West. The works are being carried out to maintain the tree

Recommend approval

DC/21/02503 The Dandy Cottage, Brent Eleigh Road, Lavenham

Householder Planning Application - Installation of rolling door to front of cart lodge.

Recommend approval

DC/21/02561 9 Green Willows, Lavenham

Householder Application - Erection of first floor side extension over garage and utility room.

Recommend approval

DC/21/02681 10 Osier View, Lavenham

Householder Planning Application - Erection of a two storey side extension.

Recommend approval

DC/21/02740 : Finisterre, 33 Green Willows, Lavenham

Householder Application - Erection of single storey rear extension and conversion of garage to additional living accommodation.

Recommend approval

DC/21/02894 3 Green Willows, Lavenham

Householder Planning Application - Erection of two storey side extension and front porch.

Recommend approval

The above applications were approved en bloc in line with the Planning Group's recommendations. Prop. Mr Macro, sec. Mr Ranzetta, agreed.

As two Councillors, Mr Lamont and Mrs Morrey, were Declaring an Interest in this application they did not take part in any discussion or vote on the matter.

DC/21/02684 3 Priory Farm Court, Water Street, Lavenham

Householder Planning Application - Erection of flue.

Prop. Mr Ranzetta, sec. Mr Poole, recommend approval. Carried.

DC/21/02613 Land At Slough Farm, Bridge Street, Lavenham

Application for Permission in Principle. Town and Country Planning Act 1990. (Amendment) Order 2017 - Demolition of existing building and erection of 3No dwellings.

Prop Mr Ranzetta, sec. Mr Lamont, recommend refusal on the grounds that there is no Land Contamination Report, no Ecological & Biodiversity assessment, no cumulative assessment under Policy H1 - Windfall site - this application will extend the load on Local Infrastructure. In addition the site is remote from local services and facilities. Carried.

Planning Decisions Received:

DC/20/05776 Howlett Of Lavenham, Sudbury Road, Lavenham – Planning Permission granted for

Erection of replacement commercial garage building (following demolition of existing building). Erection of 5no. dwellings and construction of 2no. vehicular accesses

DC/21/01136 First Floor, 6 Market Place, Lavenham – Planning Permission granted for Change of Use of first floor from (C3) to extend tea room to both floors

DC/21/01505 & DC/21/01522 Hill Cottage, 7 Prentice Street, Lavenham - Planning Permission & Listed Building Consent for Construction of landing, railing and steps to principle/front entrance (Following demolition of existing steps/railing)

DC/21/01812 23 Prentice Street, Lavenham – Listed Building Consent granted for Installation of conservation roof window to rear elevation roof slope

DC/21/02276 Fairlea, Bears Lane, Lavenham – Planning Permission granted for Erection of single storey link extension and conversion of outbuilding to additional living accommodation.

DC/21/01996 3 Brent Eleigh Road, Lavenham - Planning Permission granted for Erection of two storey and single storey rear extensions

Discharge of Conditions Application for DC/21/01168 - The Guildhall Of Corpus Christi, Market Place, Lavenham - Condition 3 (Details of Trunking) and Condition 4 (Details of Cable Fixing) discharged

DC/21/02347 The Old Saddlery, 93 High Street, Lavenham – Local Planning Authority does not wish to object to works to a tree in a Conservation Area - Fell 1No (T1) Eucalyptus tree, as it is too close to the wall, it is too big for the location close to the house and wall and is overhanging two other properties

DC/21/02406 Holmewood, The Common, Lavenham – Local Planning Authority does not wish to object to works to a tree in a Conservation Area - Reduce 1no Sycamore by 30%, Discharge of Conditions Application for B/16/00437 - Land North West And South West Of, Norman Way, Lavenham

Condition 24 (Deliveries Management Plan) discharged

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

Proposal: Discharge of Conditions Application for DC/20/03420 - Condition 3 (Gable End Frame Recording)

Molet House, Barn Street, Lavenham

It is understood that the McCarthy & Stone application for the site in Water Street was going in last Friday. Advice will be taken from SALC regarding declarations of interest and possible dispensations as several of the Councillors live close to the site. It was pointed out that the councillors considering this application will be closely following the Neighbourhood Plan in their deliberations.

Housing & Social

Covid Vaccination Programme update – the voluntary task force has been stood down until the Autumn booster programme. Age 30 and under will be invited for vaccination through summer to mid-July.

Correspondence had been received from:

A resident of Brent Eleigh Road, suggesting that the problem of the often waterlogged footpath to Brent Eleigh, Clay Lane, could be solved with gravel or plankways over several short stretches with a modest outlay. Could the Parish Council consider this, it could help the village thrive post Covid when more people are walking the footpaths. After discussion it was agreed to investigate who is responsible for maintaining that area of the bridleway.

Mr Partington asking if any progress was made following his suggestion that the far end of the First Meadow could be left uncut in order to encourage the growth of wild flowers.

Paul Thompson, with an update on allotment matters from his perspective. A local company (at this stage wishing to remain anonymous) would be interested in being part of setting up allotments if land could be found within the village.

Michael Smith writing in the hope that the Parish Council can escalate the need for traffic calming measures in Bears Lane. There are increasing numbers of speeding drivers putting pedestrians at risk and the access to the new development adds to the danger. This is a matter which can be considered by the Traffic Working Group. Also Mr Lindsay is considering the study recently carried out in respect of the village 20 mph limit.

Matters to be brought to the attention of the Parish Council/future agenda items

Mr Macro referred to the matter of the contract for grass maintenance/street cleaning of the village which had been raised at the Annual Parish Meeting, this was deferred to the Operations Group, together with the toilet cleaning contract.

Mr Ranzetta suggested that it was necessary for the reports of the public consultation meetings held in the Market Place to come together for a future meeting.

Also reminded people of the large potholes in Lady Street and Prentice Street, how defects can be reported and the need to ask Mr Lindsay to get somebody from Highways to walk around the village and note problems.

Mr Ranzetta had circulated a report to the Councillors, 'Developing a cumulative assessment and house needs assessment'. The purpose is to determine if the Parish Council is

minded to develop these. Mr Ranzetta would be happy to do the groundwork. Mrs Morrey said she would like to wait for the NDP questionnaires to come back to judge the community need re housing. Although there was support for a report back to the Planning Group on the cumulative assessment it was agreed that Mr Ranzetta should go ahead with the housing needs assessment independently, not connected to the NDP.

Date of next meeting: The next meeting will be held on Thursday 1st July 2021.

The meeting closed at 10 pm.

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Chairman

Date

Underlined and initialled amendments agreed at meeting on Thursday 1st July 2021.