

PARISH COUNCIL MEETING

Held on Thursday 6th May 2021, commencing 7.30 pm.

In response to Government measures prohibiting gatherings, announced on 23rd March 2020, this meeting was conducted remotely.

Present Mr I Lamont, Chairman. Mr J O'Mahony, Vice-Chairman.

Mrs D Twitchett, Mrs M Morrey, Mrs I Mitchell, Mrs A Norman, Mr R Macro, Mr M Chick
Mr C Arthey, Babergh District Councillor, joined meeting at 8.45 pm. Mrs Maybury joined meeting at 8.50 pm.

7 members of the public.

Election of a Chairman

Mr Lamont asked for nominations for Chairman. Mrs Mitchell proposed Mr Lamont and Mr Macro seconded. Mr Lamont indicated that he was willing to serve as Chairman. There were no other nominations and Mr Lamont was elected.

Nominations for Vice-Chairman

Mrs Mitchell proposed Mr O'Mahony, who indicated that he was willing to serve. Seconded by Mrs Morrey. There were no other nominations and Mr O'Mahony was elected Vice-Chairman.

Public Forum – the members of the public present were interested in individual agenda items and some did not wish to speak. Mr Jenkins, Mr Bradburne and Mr Stevens all expressed an interest in the application for housing on the Brent Eleigh Road and McCarthy Stone's future proposals for the Lavenham Press site in Water Street, and how these are assessed against the Local Plan. Whether the village has already met housing targets, when is enough enough? The impact of future developments on infrastructure, traffic movements, availability of school places etc. It was felt that investment in infrastructure is required before additional building is considered.

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 March, there had been 1 crime: Anti-Social Behaviour

County Councillor's Report, Mr R Lindsay (*report forwarded and circulated, follows the minutes*)

There were no questions arising from the report.

District Councillors' Report

A joint annual report had been forwarded by Mrs Maybury and Mr Arthey, this would be put to the Annual Parish Meeting on 27th May.

It was noted that car parking charges over the district will not be implemented before 1st Oct 2021 and one hour will still be free. Lavenham, where the parish council has a management agreement with Babergh, was excluded from this decision.

The Minutes

It was prop. by Mr O'Mahony sec. by Mr Chick, that the minutes of the meeting held on 1st April 2021 are approved. Carried.

Declarations of Interest – none.

Apologies for absence - Mr T Sheppard, Mr R Lindsay, Mrs M Maybury, Mr C Arthey sent apologies for late arrival.

Co option to the vacancies on the Parish Council

Two vacancies had occurred due to resignations and these had been advertised. Babergh D C has confirmed that there had been no calls for an election and the vacancies could be filled by co-option.

There had been two expressions of interest from Mr Tony Ranzetta and Mr Chris Poole and their CVs had been circulated to the members of the Parish Council. Mr Ranzetta's co-option was proposed by Mr Macro, seconded by Mr O'Mahony and agreed. (1 abstention) Mr Poole's co-option was proposed by Mrs Twitchett, seconded by Mrs Norman and agreed.

Both new Councillors signed their Declaration of Acceptance of Office.

Mr Ranzetta declared an interest in planning application DC/21/02449 De Vere House, Water Street.

Matters arising and update of outstanding issues

Mrs Twitchett raised concerns about the inclusion in the Towards Sharing Space consultation leaflet of a suggestion that in order to protect the Market Cross it could be surrounded by a 'low level post and picket screen'. This had appeared in draft no 3 which had been circulated to Councillors two days before the April meeting but had not been suggested to, or discussed by, the Council in any meeting prior to going out to public consultation. Mrs Twitchett considered that this method of protection was not appropriate, history shows local people gathering there with some sitting on the 'steps' of the Market Cross, there is already a notice requesting that people do not climb on the Cross and a deep kerb to keep vehicles at a distance. The members of the working group said that the idea had come from a documentary review in one of their meetings and it had been an oversight/omission that it had not been discussed at full Council meeting before being printed.

Mrs Twitchett was so concerned about this that she signalled her intention to resign after this meeting. She was assured that there was no intention to cause such upset.

Mr Lamont said there could be further discussion as to whether or not the proposal was proceeded with. Mr Ranzetta thought that the whole community would be upset if the Cross was fenced off and reiterated that there was already a kerb there to prevent vehicle damage.

Mrs Norman agreed, she was not in favour of the proposals and felt they had not been discussed sufficiently before the booklet went to print.

After further discussion it was agreed that proposals in respect of the Market Cross should be removed from the consultation process and would not be implemented.

Following on from comments regarding the short notice of circulation of papers for discussion at meetings it was proposed by Mrs Mitchell, seconded by Mr Poole that all reports must be presented at least three days before the meeting at which they will be discussed. The only exception being the late update of cheques/invoices to be presented at the meeting. Agreed.

Review of Membership of Working Groups

In view of the two co-options, Mr Lamont will discuss possible participation with Mr Ranzetta and Mr Poole, work on the detail of the membership of the groups and then make recommendations to the members.

Finance and Strategy

Review and adopt Financial Regulations, Standing Orders and Policies

Copies of the current documents had been circulated to the members of the Parish Council. It was suggested that adoption should be carried forward to the next meeting in order to receive recommendations for amendments. Agreed.

Invoice paid between meetings: paid on 10/03/2021, omitted from April minutes, Plug N Go, EV charging pillars for Prentice Street car park £16,915.28.

Cheques for payment:

Zoom, monthly fee for remote meeting £14.39: Lavenham Press, printing consultation booklet £518.00: Seago & Stopps Payroll Solutions, professional services q/e 05/04/21 £110.40: Kinex, phone a/c April £39.95: Drain Doctor, unblock Church Street toilet drain £155.00: British Gas, electricity supply to Church St toilets £116.78: Payroll £747.28: Karzees, hire of 2 x temporary toilet units Prentice Street, 3 x temporary toilets Church Street £613.20: R D Lane, 1st payment Church Street refurbishment £13,284.00: Donationboxes, cash & contactless donation post for Prentice Street car park, 50% deposit £630.00: Babergh District Council, Building Regulation application for Church Street £618.00: JPB Landscapes, (April grasscutting/maintenance £928.75, street cleaning £1,253.33) + VAT £2,618.50: Cabins & Containers, final balance Prentice Street 2 x WC cabins £12,477.00: UKPN, Prentice Street car park install new LV main £23,402.64 (as quoted, invoice awaited): Babergh District Council, Building Regulations application Tenter Piece £360.00.

UKPN are unable to instal the LV main from Spring Street. A CIL discretionary offer has been accepted for £10k and in addition an application has been made for a grant through the County EV Scheme. It is important to get the main installed so that the works can be completed.

It was suggested that the street cleaning regime should be itemised on the JPB invoice as a check on work completed.

Invoice received from idverde for April works is being queried, awaiting response.

Remittance Advices from Babergh D C, payment by BACS of £39,483.50, 50% precept 2021/22; £27,259.31 parish CIL payment April 2021; £1,084.00 Parish Grant payment 2021/22: £68,129.63 Claim 1, CIL Bid B20-05.

A letter to the Bank requests the transfer of £55,000.00 between accounts.

Mr Chick proposed, Mrs Morrey seconded, that the financial transactions are approved. Carried.

End of Year Finance Update and Earmarked Reserves

A summary of the income and expenditure for the financial year ending 31st March 2021 together with the bank reconciliation and copy of the bank statement showing balances at 31st March 2021 had been circulated.

Total balances in the bank at year end were £141,000 but the payment of CIL of £68,129.63 (see above) was not received until after the end of the financial year in April, also a VAT repayment of £23,000.

Proposed by Mr O'Mahoney, seconded by Mrs Morrey, that the financial documents are adopted. Agreed.

Review CLT grant - The Parish Council made a grant to the Lavenham Community Land Trust of £17,500 in order to assist in the purchase of four of the affordable houses on the Indigo Fields development from Babergh DC. The main benefit is that these properties would be outside the Right to Buy legislation and be available to villagers in perpetuity, there would have been a management agreement between the CLT and Babergh. However Babergh changed the financial parameters significantly, forecast rents went down and property costs went up and the scheme was no longer viable. The CLT seeks to recover their costs of £8,000.

The CLT suggests that the grant should be seen in a much wider context of providing affordable housing for local people and continue to support explorations of the potential of new sites. To lose the parish grant would significantly deplete their cash resources, which is the seed corn they need to progress any developments.

After further discussion it was proposed by Mr O'Mahony, seconded by Mrs Norman, that the grant should be left with the CLT to progress further schemes. Carried.

Planning

Planning Applications Received:

Mr Sheppard, leader of the Planning Working Group was unwell but, as a member of the group, Mr Lamont had produced the report.

DC/21/02449 De Vere House, Water Street, Lavenham

Application for Listed Building Consent - Replace existing cement render with lime render to rear gable end of property.

Mr Ranzetta, as applicant, declared an interest was not involved in discussions or the vote.

Mrs Norman also declared an interest as her husband had carried out works for Mr Ranzetta in the past.

Prop. Mr Poole, sec. Mr Macro, recommend approval. Much needed repair and correct materials proposed for the works. Carried.

DC/21/02347 The Old Saddlery, 93 High Street, Lavenham, Suffolk

Application for 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

Prop. Mr Macro, sec. Mr Poole, recommend refusal, further information as to the reasons for felling rather than reducing should be requested. Carried.

DC/21/01919 & DC/21/01920 The Great House Hotel, Market Place, Lavenham

Planning application & Application for Listed Building Consent - Minor internal alterations to Grade II* listed building and development of the outdoor courtyard to form additional kitchen/restaurant space

Recommend approval, the proposed design is low impact in accordance with Heritage comments and would enhance the views of the building from the courtyard.

DC/21/01996 3 Brent Eleigh Road, Lavenham

Householder Application - Erection of two storey and single storey rear extensions.

Recommend approval. There are similar 2 storey extensions on neighbouring properties and it would not be visible from the road.

DC/21/02406 Holmewood, The Common, Lavenham

Notification for works to trees in a Conservation Area - Reduce 1no Sycamore by 30%

Recommend approval

Prop. Mr Poole, sec. Mr Macro, the recommendations of the Working Group in respect of the 3 applications listed above, endorsed en bloc. Carried.

DC/21/02065 Land West Of, Brent Eleigh Road, Lavenham

Erection of 24 dwellings with associated access, parking and landscaping

Prop. Mr Ranzetta, sec. Mr O'Mahony, recommend refusal on the following grounds:

- 1) The site is outside the Built Up Area Boundary on agricultural land not scheduled for building
 - a. Site is not in the JLP see page 248 of JLP Part 3 Settlement Maps
 - b. We have met and exceeded our new building quota requirements in the new JLP with existing applications.

- c. There have already been several Windfall Developments, in excess of our quota, but inside the Built Up Area Boundary.
 - d. It is not reasonable for the Planning Office to approve further Windfall applications.
 - e. There is only one new designated site in the JLP outside the Built Up Area Boundary – LA069 (Melford Road) 20 Houses See JLP Part 1 page 43 for numbers
- 2) The site is adjacent to a Special Landscape Area giving impact to the views from the Lolls from Bears Lane and the Public Footpath
 - 3) The design obstructs a Defined View listed in the Neighbourhood Plan.
 - 4) More strain on local infrastructure with no new amenities added
 - 5) There are no public comments in favour of the application on the planning website,
 - 6) Consultation with the Developer prior to application has 75% against this application; there is very little support in the community.

Carried. 1 abstention.

DC/21/01811 & DC/21/01811 23 Prentice Street, Lavenham

Householder application & Listed Building Consent - Erection of garden room/studio.

Installation of conservation roof window to rear elevation roof slope.

Prop. Mr Macro, sec. Mr Poole, although it was thought that the garden room detracts from, and dominates, the existing building it is not visible from the street and is a temporary construction. Recommend approval. Carried. 1 vote of objection.

Planning Decisions Received:

Discharge of Conditions Application for DC/20/05430 31 Water Street, Lavenham

Approved conditions: Condition 3 (Details of Flooring), Condition 4 (Details of Beam Stripping), Condition 5 (Details of Replacement Bricks), Condition 6 (Details of Brickwork), Condition 7 (Details of Elevations), Condition 8 (Details of Party Wall) and Condition 9 (Details of Firebreak

DC/20/05374 Land Adjacent To Tudor Cottage, The Common, Lavenham - Refusal of Outline Planning Permission, Outline planning application (all matters reserved) - Erection of 1 No self-build dwelling.

DC/21/01246 Land At Slough Farm, Bridge Street, Lavenham - Refusal of Permission in Principle,

Town and Country Planning Act 1990. (Amendment) Order 2017 - Conversion of Industrial Units (B1/B2) for the Residential Development of 3 No dwellings.

DC/20/02512 74 Church Street, Lavenham - Discharge of Conditions, Condition 3 (Agreement of Materials), Condition 4 (Eaves and Verge), Condition 5 (External Doors) and Condition 6 (Rooflights)

DC/21/01566 The Grove, 5 Lady Street, Lavenham – no objections to works to a tree in a Conservation Area, (T1) Lime tree, reduce by approximately 3m in height, to face back 1.5-2m overhanging the road and adjacent property, to manage its size and reduce the overhang

DC/21/01517 7-8 Church Street, Lavenham – Listed Building Consent granted for Removal of external render from gable end and replace with lime render on laths. To include associated repairs to timber frame and insertion of sheep wool insulation. Apply dubbing out coat if required and lime topcoat. Repainting of whole exterior with lime wash

DC/21/01168 The Guildhall Of Corpus Christi, Market Place, Lavenham – Listed Building Consent granted for Replacement of fire alarm system to meet updated standards.

DC/21/01274 & DC/21/01275) 16 Bolton Street, Lavenham – planning permission and listed building consent granted for Erection of single storey rear extension (Alternative scheme to B/13/01308 & B/13/01309 not implemented)

DC/21/00773 26 Prentice Street, Lavenham – planning permission granted for Erection of

single storey rear extension and two storey front extension with integral garage (following demolition of existing garage and conservatory)

DC/21/01305 5 Osier View, Lavenham – planning permission granted for Erection of two-storey rear extension and change window to front elevation.

DC/21/00961 Second Meadow Stables, Brent Eleigh Road, Lavenham – Refusal of Planning Permission in respect of Erection of 1No dwelling (following removal of existing temporary mobile home)

DC/21/01562 14 Shilling Street, Lavenham - Discharge of Conditions for DC/20/05444 - Condition 3 (Windows and Doors), Condition 4 (Ventilation), Condition 5 (Timber Frame), Condition 6 (Timber Frame Repairs) and Condition 7 (Slates)

DC/21/00602 The Priory, Water Street, Lavenham – Listed Building Consent granted for Internal alterations, including works to the Kitchen, Great Hall, Great Chamber and Dining Room as detailed in the Design and Access Statement

DC/21/01782 & DC/21/01783 . 8 Shilling Street, Lavenham – planning permission and listed building consent granted for Erection of single storey rear extension and repairs to front elevation. New outbuilding to rear of garden

Projects

Prentice Street car park and toilets – the toilet block is awaiting delivery, the suppliers invoice is for payment and the block can be installed. Photographs are available showing the finished product. The electrical connection will be one stage closer with the formal acceptance and payment to UKPN. This will take at least 3 months due to the UKPN lead time. A CIL discretionary offer has been accepted for £10,000, it is hoped a further grant will be available through a County EV scheme which is being pursued. Corner brickwork has already been damaged and this will be rectified once the toilet is on site.

Church Street toilets – works are underway and photographs taken showing progress. Work is due to be completed with 6 weeks. An interim invoice has been issued.

Tenter Piece – work was delayed to concentrate on Church Street, work will commence now on 4th May. Babergh has been asked about various updates to the whole building outside the Common Room works, such as fire safety aspects and alarm systems.

Gas Works site – now that agreement has been reached with NG regarding the priority of the car park construction over the gas holder refurbishment matters are progressing. Cadent have given authority for our proposed works on a Proceed with Caution basis. UKPN are preparing a feasibility and costing study for supplying power for EV charging points. A letter has been drafted for sending out to potential bidders for the contract. Our solicitors are in communication with NG's regarding the conveyancing process and have agreed a fixed fee at their reduced rate for local authorities for their work. We are now very optimistic regarding timescale for completing this project.

LED lighting – a Street Light Collector has purchased the light removed from the corner of Water Street and Barn Street for a donation of £20 to the Good Neighbours Scheme.

Market Place consultation – the Consultation Paper is out and circulated. Some responses have already been received and it has prompted several questions about parking and traffic in other parts of the village. In particular High Street, Church Street and Water Street, all outside this project and will be considered in the future. Two consultation events are taking place in the Market Place, on 20th and 23rd May. The statistics will be published after the consultation is complete on 28th May.

There are funding options, possibly CIL or a grant.

Operations

Enquiries are being made in respect of the future cleaning and servicing of the new toilet facilities. Mrs Norman and the Clerk had met with one operator to discuss the requirements

and costs but had not yet been able to agree an offer. Initial enquiries have also been made with the cleaning contractors for the Long Melford facilities. Enquiries are continuing.

Housing & Social

Good Neighbours Scheme – Mrs Twitchett reported:

The Good Neighbour Scheme has been busy with 20 requests this month.

As all our previous volunteer drivers are not yet offering their help I will be contacting them all shortly to see how many are still happy to continue. There will also need to be a push to try and recruit new drivers

We are still hoping that CAS may be able to help us concerning the Bank Account, but it seems this also takes time. As soon as we can all meet, we will be having a committee meeting and may well be able to sort our own account quickly.

With Tenter Piece now underway hopefully it will not be too long before we can resume our Afternoon Teas and Coffee Mornings and welcome all back to join us.

Covid Vaccination Programme update The Long Melford Practice - by the end of week commencing 10th May, all patients in Cohorts 1-4 will have received 1st and 2nd doses of vaccine.

Smaller but more frequent clinics are now being conducted weekly to deliver the 2nd jab to Cohorts 5-9, patients in Cohort 10 (aged 40-50) 1st dose, anticipated that patients under 40 years old will be called forward during May. Instructions regarding the under 30 year age group and the anticipated Autumn COVID booster are awaited.

It is highly unlikely that patients will be contacted early for 2nd jabs, far more likely that contact will continue to be in week 12 at short notice. This arises because the allocation and distribution of vaccine is strictly controlled and exceedingly short lead times continue to prevail.

Correspondence had been received from:

Adam Rayner, Leader of the Scout Group in Lavenham. Going back to face to face meetings but are having difficulty in forming a full executive committee. Parents have been supportive but he was asking if the Parish Council could help, either knowing someone who might be able to support them by going on the committee or have access to advertising space or somewhere they could put a poster. Advised that they could advertise on the Parish Council notice boards. Email had been circulated to Councillors to see if anyone could help in any other way. No further suggestions.

A resident of Barn Street has emailed to share the despair of many others over the state of Lavenham's streets and the verges and footpaths.. From the rusting waste paper bins (often overflowing), weeds in front of the Guildhall, rubbish under the benches next to the War Memorial, a visitor's impression must be of an unkempt and uncared for village. Did not see the point of more planters is they are going to be left uncared for. Basic standards need to be met.

An email from Helen Davies (Chair BAPTC) had been circulated to all Councillors.

Email received from resident regarding poor condition of two benches situated near the ashes burial area in the Cemetery. Rob Norman to be asked to assess whether these can be repaired or whether replacements are required. Maybe the possibility of a sponsored memorial bench.

Date of next meeting: The Annual Parish Meeting will take place in the Village Hall on Thursday 27th May, numbers will be restricted and appropriate Covid precautions adhered to. The next monthly meeting will be held on Thursday 3rd June 2021 in the Village Hall.

The meeting closed at 10 pm