

LAVENHAM PARISH COUNCIL

To: Members of Lavenham Parish Council

You are duly summoned to attend the next meeting of Lavenham Parish Council to be held at 7.30 pm on Thursday 4th August 2022 at Lavenham Village Hall, Church Street, Lavenham

Public Attendance

Members of the public and press are welcome to attend. At item 5 the public will be invited to give their views/question the Parish Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 mins. duration and will be followed by any County/District Councillors' or Police reports.

AGENDA

- 1. Apologies and approval of absences**
- 2. Declarations of Interest**
- 3. To consider requests for dispensations**
- 4. To approve as accurate minutes of the last meeting of the Council**
- 5. Public participation session (15 minutes)**
- 6. Local Authority Councillors' Reports**
- 7. Infrastructure Development**
 - 7a To receive a report on Harwood Place Play Area
Motion to approve selective community engagement on the future of Harwood Place Play Area
 - 7b Update of Church Street public toilets proposals
 - 7c To consider a proposal for the village to participate in Anglia in Bloom
 - 7d To discuss regeneration of redundant telephone kiosks
- 8. Climate Emergency**

To receive and consider SCCP Factsheet 7
Motion that Lavenham Parish Council supports the principal Authorities' endeavours to protect the environment and declares a Climate Emergency
- 9. Finance**
 - 9a Invoices received for payment **Motion to approve**
 - 9b Income received
- 10. Clerk's Report**

Report on Prentice Street car park drainage & public conveniences

11. Planning (see separate applications list)
To consider recommendations from the Planning Group

12. Date of next meeting – Thursday 1st September 2022

13. To consider excluding the public and press (for items 14 & 15)
To consider excluding the public and press for item 14 & 15 because of the confidential nature of the material to be discussed.

Part 2 Closed Session of the Council – Public will be asked to leave the meeting

14. Recruitment update

15. Clerk to the Council role

Motion to approve budget for consultancy services



Jane Bellward
Clerk to the Council
13 Weavers Close
Lavenham

Date: 29th July 2022

Agenda item 7a

Proposal report – Harwood Place Play Area

Around 3 years ago, plans were started to make changes to the Harwood Place Play Area.

Being someone near the area and being someone who could potentially use it for one reason or another, I saw an opening to ask the question of usage and its potential for use.

Because of its location, it would be ideal for people living in Peek Close, Harwood Place, Green Willows and possibly down as far as Butfield. What would ideally need to happen is to create a form of questionnaire with possibly 3 or 4 questions for very local people to answer about the usage of the virtually redundant play area.

To make sure we keep everyone involved in this, the main areas to ask will be residents of Peek Close, Harwood Place and Green Willows as they will be the principal people to be affected.

The 4 main questions that which we plan to ask are:

1. Do you think the area should be developed into a play area? Y/N
2. Do you think the area should be developed into a raised beds community allotment site (raised beds etc)? Y/N
3. What other use do you feel the area could be used as? Please specify.
4. Do you think we should leave it as it is? Y/N

With these 4 questions, it is hoped that residents local to the play area will be able to give us the feedback that we need, before we can give attention to this space and realise its full potential. Very local consultation is proposed because the site can only be realistically be used by nearby residents due to lack of parking.

With things still being discussed for the various uses of the area, if it was to be used as a play area, there could be several different things that could be put there for the local children to play with/on. This would also depend on the number of children in the local area that would be using it.

If it would go along the route of community allotment site, it would be setting up several raised beds/compost bags, sheds and water butts.

Whatever is suggested and agreed on, tidying the area beforehand would be an essential task.

Proposer: Cllr Paul Thompson

Secunder: Cllr Irene Mitchell

Agenda item 7c

Village in Bloom

The Parish Council have been approached by Janey Auchincloss to ask whether the Council would wish to enter the village for a Village in Bloom competition in 2023. Three Councillors and the Clerk met with Janey for an exploratory discussion.

The issue has arisen through public expressions of interest in enhancing the village by additional sustainable planting. The competition is organised by Anglia in Bloom. The entry date is February 2023. A seminar will be held in October to gain insight into how the competition works.

Ideas of how this might be achieved are at early stage, but the focus is on low maintenance container planting. When plants outgrow the containers, they would be replanted in natural environments. A location plan will be developed and this will determine costs. Funding for the initial project will be required. Financial support from the Parish Council as well as commercial and private sponsorship will be sought. Some sponsorship commitment has already been made. There may also be the possibility of external grant funding. The Hidden Gardens Team have confirmed they would, provide on-going funds for replacement plants.

What Council is being asked to do:

Approve in Principle

1. That a small group of Councillors and Parishioners should be established to explore this proposal further. Councillors Muckian, Sherman and Falconer have expressed interest in participating in this work. Additional volunteers will be required.
2. Draft Terms of Reference for this Group would include:
 - To develop a location plan for planters
 - To produce a content plan by location
 - To fully cost the proposal
 - To identify resources by seeking sponsorships and grants
 - Seek community opinion from Parishioners and businesses on the location and content plan

This Group would not have authority to commit the Council to any expenditure without the agreement of the Council

3. That 2 village representatives, one of whom should be a Councillor should attend the Anglia in Bloom seminar in October 2022. (Details to follow) In the event of costs arising from this, Council to consider reasonable expenses should be met.

LAVENHAM PARISH COUNCIL: VILLAGE IN BLOOM

4. That in the expectation of sponsorship commitments and/or grants, public approval and a robust plan being formulated, the Council would consider a capital grant on a matched funding basis to enable this enhancement to the village.

Irene Mitchell

CLIMATE CHANGE FACTSHEET

7. Advice for Parish and Town Councils



Greening local decisions

A guide to empowering your Council

The declaration of the **Climate Emergency** by Local Authority Members has pushed Members of all political persuasions, and administrative staff within local councils to think more carefully about the **impacts of climate change**.

This factsheet gives you ideas and inspiration with which to engage your colleagues in your **parishes** and **towns** with **environmental action** you can take to set examples to the local community and lead by example.

TOWN COUNCILS LEADING THE WAY

It is within the gift of all Parish and Town **Clerks, staff and councillors** to make positive efforts to **reduce carbon** emissions in their towns and villages, starting with their **premises**.

A key part of this is getting the right advice and **support** when it matters, and getting the community involved.



With the help of environmental charity **Groundwork East**, Sudbury Town Council is **calculating its carbon footprint**, with a view to reducing it. As the saying goes, you cannot manage what you haven't measured, so seek advice and get the right tracking tools in place, along with a plan to **achieve zero carbon**.

If you need advice **contact Groundwork East** (see over).

IDEAS FOR ACTION

GREENER VILLAGE HALLS

Parishes with community buildings can make the most of these assets by retrofitting them with energy efficiency measures like insulation, and by installing microrenewables.

USING LAND MORE WISELY

If your council has land being underused, consider creating projects or spaces that can be used to grow food or fuel. Planting trees, as woodland or on allotment is a great way to absorb carbon and provide amenity spaces.

GREENING AGENDAS

Ensure council meetings include standing items on sustainability matters or the climate emergency. This gives members a regular opportunity to consider it in all contexts.

CHAMPION CLERKS

Can your Council Clerk be empowered to lead the green agenda? Can they be offered training on this or signposted to initiatives you know about or other green champions?

NEIGHBOURHOOD PLANS

The community-led planning process is a brilliant opportunity for weaving the green agenda into the plans that are produced for your village or neighbourhood. Consult your community and ensure plans are sustainable.

See Top Tops overleaf for more ideas...



CARBON SAVINGS IN GT BARTON

Supporting your village halls and community buildings to be more energy efficient is an excellent way to lead by example.

Whether they are managed by the council or a charity committee, **your support and guidance is crucial.**

With the dedication of a team of volunteers, Great Barton's 1950s village hall had a **new heat pump, solar panels and insulation** installed, achieving a saving of **4.6 tCO₂e** annually.

As custodian trustees for the hall a **supportive parish council** was key to making this happen.

Village Halls and Community Buildings in East and West Suffolk can receive a **free energy audit.**

Please contact Sarah Gill on 07720098980 or sarah.gill@groundwork.org.uk

GREENING PLACES THROUGH COMMUNITY PARTNERSHIPS

Community Partnerships are a new model within which councillors and communities can cooperate and "**bring ideas to life**", for the benefit of the place they live.

In East Suffolk, from January 2020, these solution-focused groups provide councillors with a way to **connect with constituents** through workshops.

See <http://www.eastsuffolk.gov.uk/community/community-partnerships>

A good example of this process can be seen in the **Kesgrave, Martlesham** and surrounding villages area. Here, the first **multi-agency workshop** identified "**environmental care/sustainable transport**" as the second of three key priorities, gaining 22 votes (only 4 fewer than the top priority of reducing social isolation). This highlights the potential for placing climate change and the environment firmly within **local agendas** using this process.



What is my Council doing in response to the Climate Emergency declaration in 2019?

Suffolk County Council:

The Council is investigating ways to cut carbon and harmful emissions on a spend to save basis, with the ambition to make all council buildings, schools and services carbon neutral by 2030.

East Suffolk Council:

The climate emergency task group, which is made up of a cross-party group of members, is reviewing the recent climate emergency report it commissioned and is reporting quarterly to Cabinet on proposed actions. Updates are online:

<https://www.eastsuffolk.gov.uk/environment/climate-change/east-suffolk-environment-task-group/>

West Suffolk Council:

The Council has set up a taskforce that has produced a road map of around 50 initiatives, agreed by the Cabinet, to build on their already successful work to reduce greenhouse emissions to net zero by 2030. You can read more online at:

<https://www.westsuffolk.gov.uk/protecting-our-environment/>

Babergh and Mid Suffolk District Councils:

In 2019 the Council set up a taskforce engaged with environmental experts to develop an action plan which was unanimously approved by Cabinet in 2020, forming the two councils' first Carbon Reduction Management Plan.

Ipswich Borough Council

The Borough has declared a climate emergency and produced a plan of action which Cabinet approved in 2020.

Top tips for local councils

This is the 7th factsheet in a series of 7 aiming to inspire and empower action on climate change.

Can you inspire and empower your local council colleagues to...

- Use their **Locality Budget** to green your community in innovative ways? Can you pool your fund with other Councillors and ask the greenest charities to **bid** for it?
- Have a **sustainability assessment** attached to any funds you give out, whether large or small?
- **Actively engage with local community groups** such as Transition Groups or green groups and use their expertise? And ask for their **input into local decisions**?
- Use the expertise of local specialist charities like **Groundwork East** to take more targeted action?

Whatever you can do as an individual, or as part of a local council will be worthwhile, so please use the contacts below.

WHO TO CONTACT

Matt Hullis - Head of Environment Strategy (SCC)
 David Walton - Programme Manager, SCCP:
 Sarah Gill - Community & Business Energy Advisor, Groundwork:
 Daniel Wareing - Environmental Sustainability Officer (ESC):
 Andrew Oswald - Environment Officer (WSC):
 James Buckingham - Environment Assistant Manager (BMSDC):
 Mark Hunter - Operations Manager Major Capital Schemes (IBC):

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Agenda item 8

Climate Emergency

The recent record breaking temperatures and consequent risks from fire, serve as a prompt that that this village and our surrounding countryside could be considered at risk. Our geographic position places the village in one of the most dry areas of the UK and with lower than normal rainfall, this risk may have increased.

Our local authorities have declared a Climate Emergency; Suffolk County Council 21st March 2019 Babergh District Council 23rd July 2019. Since then, Woodbridge Town Council, Glemsford Parish Council and Martlesham Parish Council have joined this growing movement to raise awareness of the risks to our environment and humanity. Throughout Suffolk the Climate Change Partnership (SCCP) comprising all major Councils, since 2007 has been working “towards the aspiration of making the county of Suffolk carbon neutral by 2030” [Suffolk Climate Emergency Plan] A Factsheet produced specifically for Parish Councils is attached.

Community feedback arising from the emergent LNP 2016 indicates the village population are concerned with climate change and this is expected to be one of 4 key themes that the plan will address.

The Council has made significant progress in pursuing the aspirations of the SCCP by the introduction of EV charge points. Other measures including tree planting and greening are underway.

By declaring our support for the Partnership programme of essential change, Council should carefully examine all future infrastructure development within the village, to ensure measures are included to protect and/or improve the environment.

MOTION

Lavenham Parish Council supports the principle authorities endeavours to protect the environment and declares a Climate Emergency.

Proposed: Irene Mitchell

Planning Applications for consideration at Lavenham Parish Council meeting on 4th August 2022

DC/22/03490 Poppy Cottage , 18 Shilling Street, Lavenham
Listed Building Consent - Alterations to existing modern flooring in one room.

DC/22/03562 The Little House, Lady Street, Lavenham
Notification of Works to Trees in a Conservation Area- Reduce crown of 1No. Gledistsia.

DC/22/03564 : 1 Bridge Street Road, Lavenham
Application for Works to Trees subject to Tree Preservation Order BT0414/G1 - Reduce two low hanging branches of 1No. Scots Pine (T1) by 3-4m. Remove two lower hanging branches of 1no. Scots Pine (T2). Reduce branches of 1No. Scots Pine (T3) by 50-60%. Reduce 1 lower branch of 1No. Scots Pine (T4) by 50-60%. Reduce two branches of 1No. Scots Pine (T5) by 4-5m and reduce one overhanging top branch by 50-60%.

DC/22/03588 28 High Street, Lavenham
Notification of Works to Trees in a Conservation Area- Reduce 1No. Bay tree (T1) by 6-8ft. Fell 1No. Cherry Tree (T2). Reduce 1No. Birch tree (T3) by 1m all round.

DC/22/03646 16 Prentice Street, Lavenham,
Notification of Works to Trees in a Conservation Area - Fell 1No. Spruce.

DC/22/03637 & DC/22/03638 Barn Cottage, Barn Street, Lavenham
Householder Application & Application for Listed Building Consent - Erection of a conservatory (following demolition of existing).

DC/22/03762 Woolstaplers Hall, 24 Prentice Street, Lavenham
Notification of Works to Trees in a Conservation Area - Reduce crown of 3No. Silver Birch (T1, T2 and T3) by 30%. Reduce crown of 2No. Maple (T4 and T5) by 30%.