

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 13<sup>th</sup> SEPTEMBER 2006, at 7.30 PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL, NAYLAND

Present: G Battye (Chairman), Mrs P Fuller, Mrs M George, C Hunt, Miss A Knight, Mrs R Knox, R Spencer, Mrs W Sparrow (Clerk), Mrs P Bray (for the Press), 2 members of the public

1. **Public Forum**

Mr G Jones suggested that as there were currently three vacancies for Clerks in adjoining parishes consideration could be given to job sharing as a lot of the work involved was common to all parish councils. The Chairman said the suggestion was noted but the arrangements for filling the Nayland vacancy were already well advanced.

Mr Jones also referred to the ongoing parking problems in Mill Street. The measures which PC Wren said he was taking against offenders did not seem to be having much effect.

2. **Apologies for absence**

Apologies were received from Mrs Mimpriss and B Smith.

3. **Minutes of previous meeting**

Minutes of the meeting held on 9<sup>th</sup> August 2006 were approved and signed by the Chairman. Proposed by Mrs Knox, seconded by C Hunt, and carried with 4 abstentions.

4. **Housing Needs**

Since the last meeting a consultation evening had taken place in the Village Hall on 15<sup>th</sup> August for the public to view the plans for the proposed houses at Harpers Estate. A subsequent letter from the Babergh Housing Enabling Officer, Helen Shackleton, enclosed a report of the findings of the event. She said it had been well attended and all visitors were very positive about the proposals although only 8 comment forms had been returned. Suggestions about incorporating some of the greensward at the front of the development into front gardens had been made which Flagship were looking into and they were also continuing to investigate other sites. C Hunt agreed to check how many people had attended the evening.

**Code of Conduct.** A reply had been received from Kathryn Saward, the Babergh Monitoring Officer, regarding a query as to whether R Spencer had a personal interest in view of the fact that his daughter had applied for one of the new houses. Ms Saward considered that it was likely that he would have a prejudicial interest in the planning application for the scheme but any other matters the sub committee may consider would depend on the matter to be discussed. It was agreed to give all Councillors a copy of this letter for future reference. R Spencer stated that in fact he no longer had an interest but Miss Knight said she may well have in the future if she decided to apply for one of the houses.

5. **Village Hall**

(i) **Flooding – Basement.** Mrs Knox reported that the basement had flooded the previous week as the result of a leaking lavatory and a working party of committee members and members of the Players had cleared the water. G Battye said thanks were due to these helpers in the emergency.

(ii) **Flooding – Car park.** Mrs Knox said the VHMC Chairman's suggestion of running a trench down through the field into the ditch at the bottom would probably cost £2-2500 and the MC would like the Council's views. AW would not agree to breaking into their system and any other alternative

solutions involved expensive alterations to the car park because of the inefficiency of the soakaway, due to the level of the water table. It was agreed the Council as landowner was responsible for the ditch but the Environment Agency would need to be consulted. There were cost and ongoing maintenance issues to consider. It was agreed to write to the Chairman of the VHMC agreeing that the suggestion seemed a good idea but asking for a more detailed specification of what he considered needed to be done to solve the problem, informing him that the Environment Agency would have to be consulted.

## 6. Finance Report

(i) **Cash position** as at 13<sup>th</sup> September 2006 from all sources and after paying cheques to be signed at this meeting was given as £14,189.53. This figure included £10,718 in the Capital Fund.

The Chairman reported that between meetings a decision had to be made about the cost of advertising for the Clerkship as it had earlier been agreed to advertise more widely.

(ii) **Insurance.** Renewal documents had been received from Zurich and B Smith had commented on these. He stressed that Councillors should be aware that they should advise their own insurance companies if they use their vehicles in the course of voluntary work. The Chairman said he would be interested if anyone's insurance went up because of Council work and Mrs George thought Councillors should check their own policies. It was agreed to ask Zurich for clarification. Zurich had sent a questionnaire for completion about Council Activities and it was agreed to delegate B Smith to make further enquiries, in view of his comments.

## 7. Accounts for Payment

Zurich Insurance Company (Renewal premium) .....	£658.26
A Baalham Building Contractors (Repairs to Allotment tap casing) .....	£197.93
MJO Publications (Advert for Clerk in Leavenheath, Stoke & Polstead Newsletter) .....	£19.00
Mrs W Sparrow (3 months salary and expenses) .....	£1,355.50
Anglia Inspection Services (Inspection of play equipment) .....	£140.00
Roy Mortimer (Grasscutting for July/August) .....	£385.40
Cheques paid between meetings	
FP Rose (4 weeks Streetcleaning) .....	£131.50
Anglia Newspaper (Advert for Clerk in Suffolk Free Press) .....	£77.06
Essex County Newspapers (Advert for Clerk) .....	£526.49

Mrs Fuller proposed approval of the cheques, seconded by Mrs Knox and carried unanimously.

## 8. Clerkship

The Chairman confirmed the post had now been advertised as agreed and the closing date for applications was the 22<sup>nd</sup> September. Previous applications would be reconsidered. Two evening dates had been arranged for interviews.

## 9. Correspondence

(i) **Police Report for July.** Three crimes were listed: 1 of Harassment in Wiston Road and 2 of Criminal Damage to cars in Bear Street. It was agreed to write to the Inspector expressing the Council's disappointment that PC Wren had not attended a Council meeting for several months.

(ii) **First Response Service.** Inaugural meeting on Friday, 22<sup>nd</sup> September, in the Village Hall at 6.30 pm where speakers would be representatives of the East of England Ambulance Trust and the Boxford First Response Team.

- (iii) **Traveller Facilities: Questionnaire.** G. Battye agreed to complete this.
- (iv) **Community Achievement Awards 2007.** Information from Babergh. Next month's agenda.
- (v) **Rest Centre Register.** Suffolk Joint Emergency Planning Unit request for updated information regarding rest centre provision in the event of an emergency. Nayland Primary School was shown on the list and Mrs George, as a school governor, had contacted the writer of the letter explaining that the Parish Council did not hold the necessary information and it would not be possible to obtain this until the school re-opened in September. It was agreed to check that the Unit were aware of the existence of the Village Hall which had been used for emergencies in the past.
- (vi) **For circulation:** NALC legal briefings; SALC courses etc; Leavenheath PC minutes; Suffolk Hedgerow Survey Newsletter; Clerks & Councils Direct; Suffolk Acre Report; SPS Suffolk View.

## 10. Footpaths

(i) **Warden.** A letter of resignation had been received from Chris Day who was moving to Assington. It was agreed to write and thank Mr Day for his work over the past few years and to advertise the post in the Community Times. However, C Hunt queried the need for a Warden as well as a sub committee and Mrs Knox agreed there was a need to tidy up the relationship between them and to make it clear what the role of the Warden was. It was agreed to discuss this further at the next meeting before advertising the post.

(ii) **Bridges.** Miss Knight reported that the bottom step on the Essex side of the bridge at the Horkesley Lock site was loose. It was agreed to write to Essex Rights of Way informing them about the step and requesting the possibility of more steps as it was agreed the existing ones were very high. The Clerk was also asked to remind Essex about the broken wooden slats on the bridge at Pop's Piece.

Mrs George queried the reason for the gate posts attached to the far side of the bridge over the flood channel. The Council had not been informed about this but it appeared to be to prevent livestock straying from the field over the bridge.

## 11. Town and Country Planning

### (i) **Decisions received**

B/06/01004/LBC – Dresden Cottage, 10 Birch Street. Replacement of render on front elevation; internal alterations (as amended by details dated 25.7.06). Listed Building Consent granted.

B/06/01068/FUL – 15-17 High Street. Change of use of ground floor of 15 High Street from shop to additional living accommodation in connection with existing dwelling house. Planning permission granted. In accordance with Local Plan as an antique shop was not a village facility & the shop was not the only remaining shop in the village.

B/06/01295/TPO – Swan Harbour, 102 Bear Street. Re-pollard at point of lowest previous pollarding of 1 Lime tree. Permission granted.

B/03/00443/ENF – Thatch Cottage, Bures Road, Wiston. Erection of 2 metre high front boundary fence. Letter from Babergh stated that a recent site inspection had confirmed the breach of planning control had now been resolved and no further action would be taken.

**(ii) Applications dealt with between meetings**

B/06/00741/FUL – Part side gardens of 8 & 9 Wiston Road. Erection of 2 two-storey semi-detached dwellings. Construction of new vehicular access, amended plan. No objection in principle to design but PC continued to be concerned about the lack of a footway ... against further development because of danger of crossing A134.

B/06/01295/TPO – Swan Harbour, 102 Bear Street. Re-pollard at point of lowest previous pollarding of 1 Lime tree. No objections but report referred to removal of 2 other trees and PC believed impact of trees should be considered before granting planning permission for development, especially those subject to TPOs.

B/06/01434/TCA – Stour House, 23 Court Street. Works to Eucalyptus, Robina & Lime tree. No objections.

B/06/01281/LBC – 43 Bear Street. Erection of conservatory extension. No objections.

B/06/01282/FHA – Stourfields, 42 Stoke Road. Erection of part single-storey, part two-storey link extension between existing dwelling & detached garage (incorporating indoor swimming pool, changing room, kitchen, lobby & first floor area over garage). No objections.

**(iii) Current applications**

B/06/01288/CEU – The Annexe, 13 Court Street. Application for Certificate of Lawfulness for an Existing Use – Residential use of former cart lodge as a separate dwelling from No 13 Court Street. The application was circulated before a letter was received stating that the relevant period of use was 4 years not 10 as first stated. C Hunt declared a personal interest. It was agreed the Council's site history was still relevant, at least for the past 4 years, although this did not correspond with the applicant's recent sworn affidavit. C Hunt said the legal section at Babergh would make their recommendations and the decision would rest with the members. Mrs George proposed informing Babergh that all the evidence known to the Parish Council had already been submitted to the planning authority since 1997 and it had nothing further to add. Seconded by R Spencer and carried with 1 abstention (C Hunt)

**Minerals Core Strategy Issues & Options Report.** The documents had been circulated and C Hunt had attended a public meeting held at Leavenheath the previous Sunday when the proposed site off Plough Lane was discussed. SCC was required to have a land bank of sand and gravel to last for 10 years and this report was the first part of a consultation exercise, comments were required by 22<sup>nd</sup> September. He proposed the Parish Council should object to the site at Leavenheath, Site No 9, on the grounds that it failed to satisfy the Vision, Aims and Objectives of the plan. Seconded by Mrs George and carried unanimously. It was agreed to list the specific points made by Councillors regarding large vehicles, traffic flow and noise.

A letter had been received from Great Horkeley Parish Council requesting details of Nayland's response and it was agreed to send them a copy of the letter sent to Suffolk County Council.

**(iv) Correspondence**

**29 Heycroft Way.** Letter from Mr and Mrs P Collins explaining that they had Babergh's permission to live in the mobile home situated in the garden as they had outline permission to build two houses on the site. The oak tree had been topped for many years in the past due to the base and branches

being rotten and it had not been topped to enable them to site the mobile home. The Clerk confirmed a letter had been sent to Babergh following the last meeting asking for clarification on these two points but as yet no reply had been received. C Hunt agreed to speak to Planning.

**Fallen masonry Mill Street.** Copy email from T Green at 5 Mill Street to Babergh about falling masonry from the adjacent property which he thought was a Health and Safety issue. It was agreed this was a matter for Babergh Building Control and the Listed Buildings Officer and the Clerk was asked to forward a copy of the complaint to them.

**High Street Post Box.** Copies of correspondence between the Conservation Society, the Post Office and Babergh concerning the recent problems with the post box was noted. The Society requested the Post Office to repair the box as it was included on the Local List and was attached to a Grade II Listed Building. The Post Office agreed to keep the box in good working order for as long as possible.

**Fire Station.** The Chairman reported on an open evening held at the fire station the previous week concerning the Suffolk Safety Plan for the Fire and Rescue Service which included a new station for Nayland. No one had been informed officially and only a few people turned up. The Officers attending stressed the draft plan for a fire station on Harpers Hill on the A134 was at a very early stage. Further consultation would be taking place before a planning application was made, if finance was available. The public who were there were against the plan. C Hunt said as a public relations exercise the event was appalling. However it was agreed to write to the Chief Officer, thanking him for coming and asking for a copy of the drawings as there was a lot of issues which would have to be debated.

12. **Streetlighting -**

13. **Burial Ground**

(i) **Memorials.** An amended design of the previously approved memorial in the name of the late Dorinda Perry was agreed and also a cremation plaque in the name of the late Frederick Ridd.

(ii) **Grave maintenance.** The Clerk had received a request for the Council's permission to move the kerbing and broken surface of an old grave to allow grass to grow over the grave, leaving the headstone only. The member of the family concerned wished to do the work himself but it was agreed to consult with Babergh first.

Mrs Fuller proposed an extension of 20 minutes.

14. **Recreation Grounds; Open Spaces**

(a) **Recreation grounds (i) Boundary wall of 77 Bear Street.** R Spencer had met with Mr West and discussed possible solutions to prevent children on the playing field playing football against his wall. The Parish Council had earlier planted shrubs against the fence of his neighbour which seemed to have worked and R Spencer agreed to devise and cost a similar planting scheme and negotiate with Mr West about the planting.

(ii) **Equipment Report.** B Smith had met with the Inspector who had submitted his report and a quotation had been received on repairs needed. B Smith had sent his comments on the report. It was agreed to circulate the reports for further discussion at the next meeting.

(iii) **Fencing.** The Clerk confirmed that a quotation for extending the existing fencing had been requested.

15. **Highways**

(i) **Notice Board.** C Hunt had nothing further to report.

(ii) **A134 Traffic Order.** Notice of order prohibiting traffic on the old section of the A134 near Brunnings Farm, now a layby.

(iii) **A134 Traffic Island.** Reply from Highways confirming the weeds would be cleared.

(iv) **Gateway, Stoke Road.** The Clerk was asked to write to the County Council reminding them about the gateway promised for Stoke Road.

16. **Allotments**

(i) **Competition.** A reply from Hortsoc confirmed they would be pleased to continue presenting the Allotment Competition prizes at the annual Flower Show and would provide certificates, the details of which could be discussed nearer the time of the following year's show.

17. **Report by District Councillor**

C Hunt presented a copy of the Annual Report of the Babergh Development Committee for 2006/06 for circulation and information.

The meeting closed at 9.50 pm