

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 8th August 2007, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: Mrs Fuller (Chaired the meeting), Mrs Sparrow, Mrs Mimpriss, R Spencer, C Hunt, Ms Knight, Mrs Hattrell (Clerk), Mrs Bray (for the Press), R Cave (District Councillor) and 2 members of the public.

1. **Public Forum**

Mr Dowding advised of the difficulty to negotiate the fence and stile to access the right of way into the field at the end of Fen Street and Candy Lane. It was agreed for this to be reported to Suffolk County Council, Right of Way Officer – **Acton Clerk**. R Spencer supported this stance as access to the countryside should be available to all.

2. **Apologies for Absence**

Apologies were received from G Battye and Mrs George due to holidays and Mrs Knox due to a personal commitment.

3. **Minutes of Previous Meeting**

Approval of the minutes of the meeting held on 11th July 2007 was proposed by C Hunt, seconded by R Spencer and unanimously carried. The minutes were signed by Mrs Fuller.

4. **Housing Needs**

Mrs Fuller read the reply received from Flagship Housing to the Parish Council's complaint regarding the lack of progress and communication surrounding the proposed development at Harper's Estate. The Chief Executive from Flagship Housing accepted some communication and process issues that with hindsight should have been handled better. They confirmed that the correct drawing was substituted before the permission was passed. He stated that Babergh District Council Planners took the view, as the changes were so minor, they did not need to send out revised plans to the Parish Council for further approval. He confirmed that funding had been secured and construction is due to start by the end of this month. He confirmed that Flagship will make every effort to improve the communication with the Parish Council and were hopeful future communication will go a long way to restoring faith in Flagship.

5. **Village Hall**

The Clerk read from a report compiled by Mrs Knox. The evening with South Pacific was very entertaining and made just over £300. With the 3 film shows, the plant stall, the village lunches and a contribution from the British Legion, the hall had a much healthier bank balance of £19,252.00 and further contributions are promised from a Country and Western Dance and the players who were holding special activities in September. £500 had been transferred into the new long term maintenance account. The committee were awaiting the advice from SALC and were hopeful that the Parish Council would be able to join in this account. The Chairman and Mr Hodges worked on some basic maintenance after the meeting closed. C Hunt raised the issue of the disabled toilet and the lack of locks on the toilet doors. Mrs Mimpriss confirmed that as the landlords, she would not expect to be notified of general maintenance, however, capital items should be brought to the attention of the Parish Council. Ms Knight advised that fire proofing in the basement is likely to be carried out from the Village Players budget. Other work involving fire proofing to the curtains is also likely to be undertaken.

6. **Finance Report**

The Clerk confirmed the cash position as at 20th July 2007 as £1,290.13 in the Current Account. £10,193.37 in the Deposit Account less outstanding cheques of £280.46 making a total of £11,203.04 including £5,968.00 in the Capital Investment Fund. The Clerk read from the advice given by SALC. The law gives a fair amount of scope in terms of investment by a Parish Council. However, it seems also to make it quite clear that the legislation is referring to Parish Council investment and funds. Once finance moves to a separate organisation, it would seem that it is then considered to be a capital expenditure i.e. the money has been spent on the village hall project.

The proposed Endowment Fund for the Village Hall finances was then discussed. Mrs Mimpriss advised that she cannot see how the Village Hall Management can be expected to run matters without the security of further investment monies. Mrs Fuller stated that she would like the Parish Council to retain control of the finances reserved for the Village Hall. Mrs Sparrow believed that what we do now is the best way. Mrs Mimpriss then commented that as there is opposition to agreeing to the request from the Village Hall Management Committee, a separate bank account should be set up by the Parish Council for Capital Investment Money for the Village Hall. C Hunt commented that the Parish Council is likely to contribute to any major expenditure on the Hall and that we do have a representative on the Village Hall Management Committee. Mrs Sparrow then proposed that we retain the Parish Council investment monies and set up a separate bank account for this purpose. Interest accrued on that account will remain in the account for expenditure on the Village Hall. Applications will need to be made to the Parish Council by the Village Hall Management Committee to make use of the funds. This was seconded by Mrs Fuller and carried with 5 votes in favour and 1 against. It was agreed for the Clerk to communicate this decision to the Village Hall Management Committee – **Action Clerk**.

The Clerk then updated the meeting on the new bank account application. In view of the anticipated time to set up the account, the application was made today to aid the smooth transfer between meetings.

7. Accounts for payment

DK Hattrell (Clerks Salary for July).....	516.40
Inland Revenue Only (Clerks deductions and Employers Nationals Ins. Contributions).....	166.55
Suffolk County Council (Clerk's Pension)	134.70
Roy A Mortimer (grass cutting).....	394.80
I F Bell (Allotment Judging Fee).....	30.00
Mrs H Gardiner (1 st prize allotment competition).....	20.00
Mr K Norman (2 nd prize)	15.00
Mr F Osborne (3 rd prize)	10.00
Babergh District Council (new wheelie bin for cemetery)	30.00
Nayland with Wisington Conservation Society (50% of bin repair)	91.07

The above cheques were approved for payment.

8. Correspondence

The Clerk circulated her report ahead of the meeting and key areas were discussed. The Clerk read from the Police Report for June confirming that there was 1 crime reported, which was a theft of straw and hay from Heycroft Way. This has been detected. The review of Polling Districts and Polling Places was then discussed. The location outlined within Nayland is the Village Hall. It was agreed for the Clerk to reply to Babergh District Council confirming that the Parish Council are happy for this location to be used –**Action Clerk**. It was agreed for the review by Suffolk County Council of accommodation for older people to be included in the circulation envelope. Comments are required during October so each Parish Councillor are to include their comments – **Action All**. R Spencer advised that a number of house burglaries have taken place at Stoke By Nayland.

9. Footpaths

C Hunt confirmed that he has no issues to report regarding the footpaths.

10. Planning

1) Decisions received

B/07/00706/FHA/MB 6 Newlands Lane, Nayland.

Babergh District Council confirm that permission has been granted for the erection of a timber shed in the rear garden.

B/07/00844/FHA/BHW - 6 Harpers Estate

Babergh District Council confirm that permission has been granted to erect a 2 storey side extension.

B/07/00425/FHA/MC – 1 High Street, Nayland.

Babergh District Council confirm that permission has been granted to erect an out-building.

B/07/01109/TCA – 32 Heycroft Way, Nayland.

Babergh District Council confirm that the work to cut back an Ash tree may be undertaken.

2) B/07/01109/TCA/DP – 32 Heycroft Way.

The Parish Council had no objections to the application to reduce the height of 1 Ash tree by pollarding.

3) B/07/00933/DPA/BHW – 6 Wiston Road.

The Parish Council had no objections to the application for new vehicular access.

4) B/07/00927/FHA/MB – 14 Heycroft Way.

The Parish Council had no objection to the erection of a single storey side extension.

5) B/07/01142/TCA/DP – Blincoes, Newlands Lane.

The Parish Council had no objection to this application, however, have pointed out that no sketch plan was included.

It was reported that a canoe business appeared to be running from Rushbanks Campsite, Wisington. The Clerk was asked to contact the District Council as soon as possible to ask that this situation be investigated as a matter of urgency – **Action Clerk.**

11. Streetlighting

The working party including the Chairman, C Hunt, R Spencer and the Clerk are still to meet to consider what can be done regarding repairs to the street lighting units advised not to meet the minimum standards set in regulation G31/1 – **Action working party.**

12. Burial Ground

The trees on the west side of the cemetery were discussed. These overhang the path and the vicar has advised that they are knocking the wreaths off the coffins as the undertakers pass. Mrs Sparrow was also concerned about the Mountain Ash tree also in this area. It has become overshadowed by other trees. It was agreed for the Clerk to contact Roy Mortimer for a quote to prune the trees around this area – **Action Clerk.** It was further agreed to instruct Roy Mortimer to weed kill both the cemetery path and the edges along Horkesley Road – **Action Clerk.**

Then consideration was given to the question of the trees surrounding the cemetery and in the rest of the village. C Hunt provided photographs and commented on the various issues. It was agreed that a sub committee should be formed to produce a management plan in conjunction with the Arboricultural Officer at Babergh District Council. Mrs Fuller explained that G Battye would like to be included in the sub committee and this was agreed together with the tree warden and C Hunt and Mrs Sparrow. It was agreed for the Clerk to write to the Arboricultural Officer at Babergh District Council to ask him to liaise with G Battye to set up a meeting – **Action Clerk.**

13. Recreation Grounds & Open Spaces

The Clerk confirmed that she has researched the position regarding the horsewatering planting. It was previously agreed for the Parish Council to arrange for the necessary work and seek reimbursement. A quote has been sought from Roy Mortimer. Mrs Sparrow confirmed that she met with Roy Mortimer recently in order to discuss the planting. Two quotes will be forthcoming from them, 1 in respect of the planting and the other for a general tidy up in the area. The Willow trees in Newlands Lane were then discussed. It was agreed to include these within the work of the sub committee when the Arboricultural Officer visits. Further, the Jubilee tree needs to be considered at the same time. The Clerk then confirmed that a Parishioner has reported an incident when she went to feed the ducks with her family. A bread bag had blown out of the litter bin and a young duck was in it and couldn't escape. She was able to rescue the duck. She has asked the Parish Council to consider installing a lid on the litter bin concerned, which is located by taking the path by the Bear Street bus shelter towards the river. The litter bin is next to the bench. C Hunt proposed that a quote is obtained for a new large litter bin with a lid. This was seconded by R Spencer and unanimously carried – **Action Clerk**. C Hunt reported damage to the playground and handed a photograph to the Clerk. It was agreed for the Clerk to seek a quote for repairs from REJB & Company – **Action Clerk**.

14. Highways

Mrs Fuller read from a letter received from Sandra Gage, Senior Engineer, Suffolk County Council. Mrs Gage referred to the site meeting with County Councillor Selwyn Pryor and residents of the parish. She has advised that the meeting was called by Councillor Pryor. It was agreed at the meeting that during the planned autumn traffic survey, a manual survey of heavy goods vehicle movements will take place between the A134 and A12. She has offered to present the results of this survey to the Parish Council with an indication of the practical options to consider, in light of the survey. She has suggested that the meeting would take place before the end of this year. Mrs Gage, in a separate letter, has suggested a suitable sign to help prevent traffic turning from Stoke Road into Mill Street. She explained in her letter that she has been in touch with the conservation officer who considers that any new signing should be minimal in order to maintain the character of the village. A drawing of the proposed new sign was viewed by Council. This indicates traffic to turn right for access to the A134 and will be erected at the existing advance give way sign between numbers 15 and 17 Birch Street. Following consideration, C Hunt proposed to agree with this suggestion. This was seconded by Mrs Fuller and unanimously carried. It was agreed for the Clerk to communicate this to Suffolk County Council – **Action Clerk**.

Council then went on to consider the highways report compiled by C Hunt. Photographs were examined showing a number of incidents where cars have been parked on the pavements. This obviously presents hazards to pedestrians. It was agreed for the Clerk to ask for a progress report from Councillor S Pryor regarding his attempt to reduce the speed limit in the village to 20 mph – **Action Clerk**. It was further agreed for the Clerk to contact the Community Police Support Officer to ask for more evening enforcement of parking offences in the village – **Action Clerk**.

15. Allotments

The Allotment Committee has examined the expenditure and recommended that no rent increase be made for next year. The higher expenditure last year was considered to be extraordinary and not a continuous trend. Some allotments were reported to be in a poor state. It was agreed for the Clerk to remind the Allotment Holders of their duties when seeking next year's rent. It was agreed for the Clerk to liaise with Mrs Sparrow in this respect – **Action Clerk and Mrs Sparrow**. The Clerk reported that we have 3 Parishioners on the waiting list for allotments. Mrs Fuller made the proposal to maintain the level of the rent. This was seconded by Ms Knight and carried with 2 abstentions. The sign indicating No Public Right of Way at the allotments is missing. It was agreed for C Hunt to attempt to locate the sign – **Action C Hunt**.

16. Report by District Councillor

District Councillor Richard Cave reported the likelihood of Unitary Status being gained by Ipswich Borough Council. This will prompt changes within the County Council and District Councils. There will be a member seminar at Babergh District Council to consider the constitution of the District Council for the future in light of these on-going changes. He advised that the most recent local plan will soon be available in hard copy and on-line. The plan was for a 10 year period from 2006 to 2016. The new local development framework is due to be implemented in about 5 years. The local plan will be absorbed and amended during this process. He then spoke of concern about expansion of Stansted Airport and Post Office closures. He further confirmed that grant

monies are available for Parish Councils and Community Groups from the District Council. A suggestion was made that this could be advertised in the Community Times.

17. **Parish Plan**

The Clerk reminded the meeting that information has been sought from Suffolk ACRE. This has not been received and it was agreed for the Clerk to chase Suffolk ACRE for this documentation – **Action Clerk**. Once in the Clerk's possession, this will be circulated in a separate envelope for each Parish Councillor to consider the position.

The meeting closed at 8.55 p.m.