

MINUTES OF THE ANNUAL MEETING OF NAYLAND WITH WISSINGTON PARISH  
COUNCIL HELD ON WEDNESDAY, 9<sup>TH</sup> MAY 2007, AT 8.00 PM IN THE VILLAGE HALL  
NAYLAND

Present: G Battye (Chairman), Mrs R Knox, Mrs M George, C Hunt, R Spencer, Mrs P Fuller, Mrs W Sparrow, Mrs D Hattrell (Clerk), Mrs P Bray (for the Press) and 3 members of the public.

1. **Election of Chairman**

Mrs R Knox proposed G Battye as Chairman of the Parish Council. This was seconded by C Hunt and unanimously carried.

2. **Declaration of Acceptance**

The Declaration of Acceptance of office was duly signed by G Battye (Chairman).

3. **Public Forum**

Mr Jones proposed a vote of thanks to Chris Hunt for his contribution to the village as District Councillor and mentioned that his absence from the role will be missed by a number of people in the village. He then asked when the work to the trees along the longest boundary to the cemetery will be carried out. Mrs George confirmed that work has already been completed by the regular contractors. Mr Jones reminded the council that he had previously offered to contribute towards the cost of the work. He then went on to ask about a village plan. The Chairman confirmed that the Parish plan is an agenda item for later in the meeting.

The meeting was opened.

4. **Apologies for absence** were received from Mrs E Mimpriss due to holiday and Ms A Knight due to sickness.

5. **Election of Vice Chairman**

C Hunt proposed Mrs Fuller to continue as Vice Chairman, this was seconded by R Spencer and unanimously carried.

6. **Nomination of Representatives**

It was agreed for Mrs Fuller to represent the Parish Council on the Community Council. R Spencer will continue on recreation and allotments. Mrs Sparrow will also deal with allotment matters. Mrs George will join R Spencer on recreation. The Finance Committee will include the Chairman, Mrs Fuller, Mrs George and Mrs Mimpriss. Mrs Knox and C Hunt will continue on footpaths. Highways and street lighting issues will be picked up by all the council. Mrs Sparrow will join Mrs George and Mrs Knox on the tree committee and Mrs Knox will be the village hall representative. The Chairman will continue as SALC representative. Mrs Sparrow has taken over as Parish Recorder and the burial ground committee will continue as Mrs George, Ms Knight and C Hunt.

7. **Minutes of the Previous Meeting**

Approval of the minutes of the meeting held on 11<sup>th</sup> April 2007 was proposed by Mrs Fuller and seconded by C Hunt. This was carried with one abstention due to their absence at the meeting concerned. The minutes were duly signed by the Chairman.

6. **Housing Needs**

The Chairman read an email from Ian Tippet, the housing enabler at Babergh District Council. The email confirmed that the planning application in respect of the affordable housing at Harpers Estate has been received by Babergh District Council. It is currently waiting to be registered in the planning office. Mrs Fuller advised that Flagship Housing had told her that the application had been sent in March. The Council agreed that this delay was unacceptable and asked the Clerk to write to the Chief Executive at Babergh District Council

complaining. This action was proposed by Mrs Fuller and seconded by R Spencer and unanimously carried. The Clerk was also asked to seek a progress report from Flagship Housing regarding another potential site – **action Clerk.**

#### 7. Village Hall

Mrs Knox confirmed that the village hall management committee met the previous evening. She confirmed that the digital cinema showing was a great success. They now have plans to show films during June, July, September, October, and a children's film will be shown at Christmas. The Village Hall Management Committee have now passed a resolution to set up an endowment fund. This will be subject to agreement by the community and Parish Councils. The Chairman read an email from Mr Hodges on the subject. It was agreed for the Clerk to acknowledge the email and circulate it to all Parish Council Members. It will form an agenda item at the next meeting – **action Clerk.** The Chairman congratulated the organisers of the digital cinema on their recent success.

#### 8. Finance Report

The Clerk confirmed the cash position as at 31<sup>st</sup> March 2007 as £162.23 in the allotment investment, £11.11 in petty cash, £866.31 in the current account, £7,430.82 in the deposit account and by deducting the outstanding cheque payments at £212.08 this leaves a balance of £8,258.39. Included within this amount is the amount of £5968.00 in the capital investment fund. It was agreed for approval of the end of year accounts, subject to audit, to be included on the agenda at the June meeting – **Action Clerk.** The Clerk suggested a separate reserve bank account in addition to the linked current and deposit accounts. This was proposed formally by Mrs Fuller and seconded by Mrs Knox and unanimously carried – **Action Clerk.** A contribution to the conservation society litter bin in the high street was then discussed. Following discussion Mrs George proposed a 50% contribution to the total repairs. This was seconded by R Spencer and unanimously carried. R Spencer confirmed that he has inspected the play ground. All the work has been satisfactorily completed with the exception of removal of defective posts. It was agreed for the Clerk to withhold payment until the contractors have returned to complete this item – **Action Clerk to advise the Contractors.** The Chairman then proposed in view of the Clerks recent success in achieving the CiLCA qualification and successful probationary period that her salary be increased by 2 points on the Local Government Scale to Spinal Column Point 23. This was seconded by Mrs George and unanimously carried.

#### 9. Accounts for payment

DK Hattrell (Clerks Salary for April).....	490.79
Inland Revenue Only (Clerks deductions and Employers Nationals Ins. Contributions).....	151.01
Suffolk County Council (Clerks pension).....	126.26
David J Taylor-Balls (Hedge cutting).....	95.00
Office needs (stationery).....	20.54
Office needs (stationery).....	53.38
Roy A Mortimer (Grass cutting).....	394.80

The above cheques were approved for payment.

#### 10. Correspondence

The Clerk circulated her report ahead of the meeting and discussed key areas. The Chairman read details of the regional gypsy event and Mrs Knox agreed to review on the internet and report back to council if necessary – **Action Mrs Knox.** The Chairman then read details of the Probert Community Initiative Awards and confirmed that nominations were required by 11<sup>th</sup> June 2007. Babergh District Council are seeking further judges to serve for 3 years on the community achievement award panel. The Chairman asked for anyone interested to contact the Clerk accordingly – **Action All.** The Unitary Council for Ipswich consultation was then discussed. It was agreed to put all the details in the circulation envelope and to include as an agenda item at the June meeting – **Action Clerk.** The Chairman then read a reply from Suffolk County Council with regard to the mobile library service. It was agreed for the Clerk to provide details of the nursing home to enable Suffolk County Council to assess their demand for such a service – **Action Clerk.** The Chairman then confirmed that the external auditor for 2006/07 will be Lubbock Fine.

## 10. Footpaths

C Hunt agreed to check whether the fallen tree has been removed from Footpath 9 and will advise the Clerk accordingly – **Action C Hunt**. The Council were reminded that livestock is now present on a number of footpath routes and care should be taken when walking dogs.

## 11. Planning

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

#### **B/06/01452/FHA/RC – Champions Hill House, Champions Hill**

Babergh District Council confirm that permission has been granted to erect a tennis court with surrounding fencing. The fencing shall be dark green and no floodlighting shall be installed.

#### **B/06/01688/RES/MF – Part side garden 29, Heycroft Way**

Babergh District Council confirm that the reserved matters submitted for approval regarding the siting, design, external appearance and landscaping for the erection of 2, two-storey detached dwellings with detached garages at the property have been approved. The Chairman read an email from Mr Fulcher at Babergh District Council confirming that the plan was sent to the Parish Council for information only and no comments were required or expected.

#### **B/07/00342/RES/LJB – Rushbanks Farm, Bures Road**

Babergh District Council confirm that the reserved matters submitted for approval regarding the siting, design and external appearance and landscaping for the erection of agricultural workers dwelling has been approved. They have confirmed that no development shall be commenced until samples of the external facing and roofing materials have been agreed.

#### **B/07/00435/TPO/DC – 43 Bear Street**

Babergh District Council confirm that approval has been granted to reduce Crown by 20% and reshape a Yew Tuxus Baccata tree.

#### **B/07/00513/TCA – Rose Cottage, 5 Fen Street**

Babergh District Council do not wish to make a tree preservation order in respect of work to thin the crown by 25% of a Beech tree.

#### **B/06/001531/FULCD – Harpers Hill Farm, Harpers Hill**

Babergh District Council confirm that permission has been granted to erect a black chain link perimeter fence.

#### **B/07/00488/TCA – Stour House, 23 Court Street**

Babergh District Council do not wish to make a tree preservation order in respect of the removal of an Ash tree at the above address.

#### **B/07/00524/TCA – Alston Court, Court Street**

Babergh District Council do not wish to make a tree preservation order in respect of work to 2 Yew trees and a Horse Chestnut and Pear tree at the above address.

### (ii) **Current applications**

#### **B/07/00444/FHA/BHW – 6 Heycroft Way, erection of two-storey side extension and single storey rear extension**

This application was determined between meetings to enable the deadline to be met. The Parish Council had no objections to the application on planning grounds. The Clerk was asked to point out that the neighbours at number 4 may be affected as they currently share a garage block with number 6. These plans involve demolishing the joined garage for number 6, which could have implications to the adjoining garage.

**B/06/02061/FULRC – Longwood House, Stoke Road**

The application was determined between meetings to enable the deadline to be met. The Parish Council had no objection to the revised plans to Longwood House in respect of the detached building to provide barn, tack room and stables. The Clerk reminded Babergh Council of the highways point regarding the turning of horse boxes mentioned on the original application.

**B/07/00258/FHA/RC – 109 Bear Street, erection of detached double garage and construction of new vehicular access**

The proposal that Nayland Parish Council have no objections subject to highways approving the access arrangements to the A134 and also that very low external lighting is used to illuminate the path was proposed by Mrs George. This was seconded by R Spencer and unanimously carried.

**B/07/0029/FHA/BHW – 14 Laburnum Way, erection of single-storey and first floor rear extensions. Insertion of dormer window**

The proposal of no objections to this application, however, pointing out that the change of use from agricultural land to garden has not been applied for, was made by C Hunt. This was seconded by R Spencer. This was carried with 4 votes in favour, 2 abstentions and 1 vote against.

**B/07/00527/FHA/BHW – Land adjacent 106, Bear Street**

The Chairman proposed approval of the application to erect an oil storage tank subject to appropriate regulations being followed. This was seconded by Mrs George and all voted in favour with 1 abstention.

12. **Streetlighting**

The Clerk confirmed that she has reported units 72 and 73 in Wiston Road that are only working intermittently. An update was also given on the unit at the Bear Street bus stop. The Parish Council has challenged the decision not to repair this unit and Suffolk County Council are currently investigating this matter with the contractors.

13. **Burial Ground**

The proposed new memorial to plot number Q11 was approved by Council – **Clerk to advise the Stone Masons accordingly.**

14. **Recreation Grounds & Open Spaces**

C Hunt advised that he has attempted to enquire about other sites for mountain bike riders in the County. He stated that details of the regulations are available in book form and potentially change of use would be required via planning permission. He has spoken to the youths concerned and they have suggested that they address the Council themselves. A discussion followed and it was felt that further investigation is required before asking them to attend a Council meeting. Previously, safety and Public Liability considerations have been issues. It was agreed for Mrs Knox to discuss with a potential land owner and let the Clerk know the outcome – **Action Mrs Knox**. The Clerk then read a letter from Stewart Schleip, Open Space Manager at Babergh District Council. They are developing a new way to deliver open space services, made up of grounds maintenance, street cleansing and maintenance of public conveniences. There was an open morning on 8<sup>th</sup> May, however, with the short notice Nayland Parish Council were not represented. It was agreed for the Clerk to write seeking further information – **Action Clerk**.

15. **Highways**

R Spencer asked why heavy goods vehicles are restricted between the A12 and A134 through Stoke by Nayland and not the B1087 through Nayland. It was agreed for the Clerk to write to Suffolk County Council asking this question and also highlighting the narrowness of Birch Street especially in view of the parked vehicles. She should also draw attention to the fact that traffic levels have increased since the original decisions – **Action Clerk**. The Chairman then read the reply from Mr Whinney, Safety Engineer at Suffolk County Council regarding the A134 route safety improvements. It was agreed for the Clerk to challenge the point that a speed limit is inappropriate for this location on the grounds of lack of development – **Action Clerk**. The highways matters arising from the Annual Parish Assembly were then discussed and it was agreed for the Clerk to seek a report from the Police on the action they have taken regarding inappropriately parked vehicles following the Assembly – **Action Clerk**. It was further agreed for the Clerk to seek assistance from S Pryor, County Councillor, with regard to a reduced speed limit through the village of Nayland without other measures – **Action Clerk**. C Hunt agreed to consider the various traffic problems through the village and compile a brief report for the June meeting – **Action C Hunt**. It was further agreed that the Clerk should seek a progress report on the proposed Stoke road gateway – **Action Clerk**.

#### 16. New Code of Conduct and Register of Interests

The local authorities (model code of conduct) order 2007 was circulated ahead of the meeting. The Chairman proposed adoption of the new code. This was seconded by C Hunt and carried with 1 abstention. The new register of interest form was circulated and the Clerk confirmed it needs to be completed and returned within 28 days of each member taking office.

#### 17. Report by District Councillor

The new District Councillor did not attend, however, C Hunt took the opportunity to thank the Parish Council for all their support during his time as District Councillor.

#### 18. Parish Plan

In view of the limited time available, it was agreed for the Clerk to include as an agenda item at the June meeting – **Action Clerk**. Mrs Fuller asked whether her previous comments could be found ahead of the meeting – **Action Clerk**.

#### 19. Archiving Parish Records

This was agreed to be included on the agenda for the June meeting – **Action Clerk**. Mrs Sparrow took the opportunity to provide copies of the list of items to all Members of the Council.

**The meeting closed at 10.08 p.m.**