

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 10th October 2007, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), C Hunt, Mrs Knox, Mrs George, Mrs Sparrow, R Spencer, Mrs Hattrell (Clerk), Mrs Brooks (for the Press) and 2 members of the public.

1. **Public Forum**

Mr Jones raised the issue of minutes not appearing on the village website. He then went on to ask about any rolling plan in respect of trees in the village and finally spoke of the lack of priority given to the Village Plan. He believed a Village Plan could address a number of issues in the village including more opportunity for funding and more input into the planning process. He believed that failure from the Parish Council to support a Village Plan would mean that they did not want to pursue the various opportunities available. Mr Dowding then reported ivy obstructing narrow pavements at the north end of Mill Street. He believed the Parish Council should not only ask for it to be cut back but also for it to be kept back.

2. **Apologies for Absence**

Apologies were received from Mrs Mimpriss due to a business commitment, Mrs Fuller due to holiday and Ms Knight due to a personal commitment.

3. **Minutes of Previous Meeting**

Approval of the Minutes of the meeting held on 12th September 2007 was proposed by C Hunt, seconded by R Spencer and unanimously carried. The minutes were signed by the Chairman.

4. **Housing Needs**

Councillors reported that progress has been made with the development at Harpers Estate. The bungalows have been removed.

5. **Village Hall**

The Chairman reported that he has had an informal discussion with the Chairman of the Village Hall Management Committee. The Chairman reminded the meeting that a decision has been made by the Parish Council with regard to the Development Fund, however, he suggested it was still important to identify specific ways of supporting the Hall for the future. The Chairman suggested a joint working party between representatives from the Village Hall Management Committee, Community Council and the Parish Council. Following further discussion, this course of action was agreed.

6. **Finance Report**

The Clerk confirmed the cash position as at 20th September 2007 as £2,014.78 in the Current Account £7,897.74 in the Deposit Account less the transfer payment to cover September cheques at £1,725.60. This gives a total of £8,186.92 including £5,968.00 in the Capital Investment Fund. The Chairman reported that our proportion of the locality budget totals £1,870.60. It was agreed that a decision will be made by January as to the specific projects to be supported by these funds. County Councillor Pryor has reported that the budget should only be spent on projects which will not need any County Council upkeep. It was further agreed that "Locality Budget" should appear on the Agenda at the November meeting – **Action Clerk**. The half year budget review was then circulated to members. The income at the half year point was noted at 88% of budget and expenditure at 45% of budget. The Chairman spoke of the value of the budget review to build a focus on Parish Council finances and Mrs Knox commented that it was a very clear and useful document.

7. **Accounts for payment**

Transfer from Royal Bank of Scotland to put funds into new account.....	1725.60
Zurich Municipal (Insurance)	691.92
Roy A Mortimer (Grass cutting and Horsewatering)	491.16

DK Hattrell (Clerk's Salary)	491.06
Inland Revenue Only (Clerk's Deductions and Employers NI Contributions).....	158.93
SCC (Clerk's Pension).....	130.54
F P Rose (S137 Street Cleaning).....	139.10
Nayland Village Hall (Hall Hire).....	22.50

The above cheques were approved for payment.

8. Correspondence

The Clerk circulated her report ahead of the meeting and key areas were discussed. It was agreed for the Community Achievement Awards to be advertised on the Village Website and also to form an Agenda item at the November meeting – **Action Clerk**. Mrs George confirmed that Nayland Post Office is unaffected by the round of Post Office closures announced this week.

9. Footpaths

The Chairman read from a Public Path Creation Notice from Suffolk County Council regarding formalising the footpath on the eastern bank of the river Stour from the southern end of footpath 24 to a point 12 metres from the A134.

10. Planning

1) **Decisions received**

B/07/01283/FHA/BEL – 23 Harpers Estate.

Babergh District Council confirmed that permission has been granted to erect a single storey rear extension.

B/07/01289/TCA – 78 Bear Street.

Babergh District Council confirmed that work can be carried out to reduce the willow tree back to previous pruning points and also reduce the cherry tree by 15%.

B/07/01392/TCA– 15 Fen Street.

Babergh District Council confirmed that the work can be carried out to reduce 2 cherry trees by up to 25%.

B/07/01377/TCA – 13 Fen Street.

Babergh District Council confirmed that the work can be carried out to crown raise, robinia tree to 3 to 4 metres and crown reduce by up to 20%. Also to reduce a birch tree by up to 1.5 metres all round.

2) **B/07/01435/FUL/BHW – White Hart, 11 High Street.**

The Parish Council had no objections to the erection of the brick garden wall and gates subject to adequate and sympathetic signage to ensure full use of the car park to avoid parking problems elsewhere and also that a listed building application is made.

3) **B/07/01001/LBC/BEL – The Old Guildhall, 13 High Street.**

The Parish Council had no objections to the application for listed building consent to install a spiral wine cellar provided a thorough check is made by the Conservation Officer.

4) B/07/01396/LBC/MC – 14 Fen Street.

The Parish have no objection to the application for listed building consent to insert a replacement window to the rear elevation.

5) Viewing of Plans

The procedure relating to public viewing of the plans forwarded to the Parish Council as Consultees was then discussed. The procedure varied between Councillors as to whether they supervised the viewing of the plans or left the plans for short periods with residents. It was agreed for the Clerk to obtain confirmation of good practice from SALC – **Action Clerk**. The Chairman was concerned regarding copy right and whether the plans should always be retained in the Parish Council's possession.

11. Streetlighting

The Chairman reported a street light not working in Larch Grove and it was agreed for the Clerk to report to County and District Services – **Action Clerk**. C Hunt reported the light at the end of Fen Street as not working. C Hunt also reported lights in Bear Street obscured by trees, one of which is the Parish Council's responsibility and another will be the responsibility of the householder. Full details will need to be provided to the Clerk to enable a letter to be issued to the relevant householder – **Action C Hunt**. C Hunt also reported a street light in a poor condition on the old bus station in Mill Street. The Chairman closed the meeting briefly to allow members of the public to report further lights that are not working. Mrs Brooks reported the light at Gravel Hill – **Action Clerk to report to Suffolk County Council**. District Councillor Cave advised that he has already reported DP199 on Harpers Estate. The delay in fixing this light is due to the proximity to overhead lines. Suffolk County Council will replace with a separate pole over the next 4 to 5 weeks. The meeting was then reopened. The question of the delay with fixing three street lights in the village due to non compliance with the new regulation regarding overhead power lines was discussed. R Spencer believed that as one of them could be repaired for £73.00, this should not be delayed. It was therefore agreed to authorise that item and prepare full details of the remaining two for discussion at next meeting. It was agreed for the Clerk to include as an agenda item for the November meeting – **Action Clerk**.

12. Burial Ground

The meeting with the Arboricultural Officer was then discussed. The Chairman attended together with Mrs Sparrow, C Hunt and the Parish Tree Warden. During the meeting, it was suggested that the Parish Council carries out regular risk assessments on the trees in the village. The areas inspected were the Cemetery, Caley Green, the Jubilee Beech Tree in Bear Street and the Playing Field and Newlands Lane. The most urgent matter requiring the Parish Council's attention was the removal of 2 Lombardy poplars on Caley Green. It was agreed for the Clerk to obtain a quotation from our usual contractor to remove these poplars and also remove the mis-shaped tree and prune lower branches nearby. Provided the costs do not exceed £150, the work can progress. If the quotation exceeds that amount, the Clerk is to obtain competitive estimates – **Action Clerk**. It was agreed for those present at the site meeting to meet again to consider the work required at the Cemetery longest boundary. This will enable adequate budgeting at the Finance Meeting – **Action Tree Sub Committee**. It was further mentioned that the pile of earth as a result of the grave digging should be removed, perhaps by using a skip. The tender process for the 2008 Cemetery and Grass cutting contract was then discussed. The Clerk has been preparing the invitation to tender to be sent to local contractors. A discussion followed as to whether members of the Parish Council should meet with potential new contractors to form an impression. It was accepted that this was a good idea and each member at the meeting confirmed they would be happy to assist subject to their availability. It was agreed not to ask the Wiston Members - **Action Clerk**. The Chairman then proposed a 15 minute extension.

13. Recreation Grounds & Open Spaces

The Chairman confirmed that the work authorised in the Cemetery is in hand and the general tidy up at the horsewatering has been completed. Mrs George reported vandalism at the primary school involving throwing equipment including netball posts and bins into the recreation ground, damage to the school fence and play equipment and also vodka bottles have been found. This follows a spate of littering of bottles and other things in the Cemetery. One councillor reported potential evidence of drug abuse. At the doctors surgery the flower

pots have been tipped over. The Police Community Support Officer has visited the school to investigate the reported vandalism. The Clerk advised that our Police Community Support Officer has been absent due to injury and has only recently returned to her full duties. It was agreed for the Clerk to make a report to Hadleigh Police and for members to advise the Clerk of any further incidents – **Action Clerk and All**. It was agreed for the Clerk to chase up Roy Mortimer Contractors to re concrete the safety barrier at the playground – **Action Clerk**. It was also agreed for the street cleaning contractor to spend longer at the recreation ground in view of the vandalism and littering reported – **Action Clerk**.

14. Highways

The Chairman read from a letter from Babergh District Council regarding the new contractor that will be emptying the litter and dog bins. No action was requested by the Parish Council in relation to this audit and the list of bins was reviewed by the Chairman and Mrs Sparrow to check each bin was correctly recorded. The Chairman then read from an email from Mr Nunn from Suffolk County Council Highways regarding grit heaps and salt bins. Full details of locations of grit heaps was required for the new contractors. The locations were confirmed as Harpers Hill and two at Wiston, one at the bottom of Campions Hill and one on the next corner by Pound House. It was agreed for the Clerk to advise County Highways accordingly – **Action Clerk**. The Chairman then read a letter from Babergh District Council offering small scale graffiti removal kits free of charge. It was agreed to ask for a kit to be provided to Nayland, which can be stored at the Village Hall – **Action Clerk**. The Chairman then referred to the consultation draft of Clean Neighbourhoods and Environment Enforcement Strategy, the web link had been provided on the correspondence report. It was agreed for members to advise the Clerk ahead of the deadline of 26th October any comments – **Action All**. The Chairman then referred to our request to Guy McGregor at Suffolk County Council regarding Heavy Commercial Vehicles and awaiting the outcome of the planned data management survey. The Chairman urged any incidents to be provided to the Clerk in this respect – **Action All**. The vegetation overhanging pavements was then mentioned. It was agreed that full addresses were to be provided to the Clerk of any householder requiring a letter to politely ask them to remove the obstructing vegetation – **Action All**.

15. Allotments

C Hunt and Mrs Sparrow both confirmed they are in safe possession of the lost sign at the allotments.

16. Report by District Councillor

District Councillor Richard Cave reported the outcome of the major feasibility study regarding the potential provision of a new swimming pool and other leisure facilities at Hadleigh. The provision of a new pool has been rejected by full council in view of the substantial costs involved. A new feasibility study is now being carried out to determine whether a different facility could be provided within budget and also to determine the condition of the existing pool with the purpose of keeping it going for as long as possible.

17. Parish Plan

It was agreed that this item will be put closer to the top of the agenda for the November meeting – **Action Clerk**. Mrs George reported that the circulation of information regarding Parish Plans was progressing well among Council Members.

The meeting closed at 9.50 p.m.