

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 11<sup>th</sup> JULY 2007, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), Mrs Fuller, Mrs R Knox, Mrs W Sparrow, Mrs Mimpriss, R Spencer, C Hunt, Ms A Knight Mrs D Hattrell (Clerk), Mrs P Bray (for the Press), R Cave (District Councillor) and 2 members of the public.

1. **Public Forum**

Mrs Carver suggested an improvement to the positioning of the tables at Parish Council Meetings to enable the Public to view more closely the events of the meeting. She also advised that the Horsewatering area is in need of a general tidy.

2. **Apologies for Absence**

Apologies were received from Mrs George due to a personal commitment and R Cave due to another meeting, however, he did arrive late.

3. **Minutes of Previous Meeting**

Approval of the minutes of the meeting held on 13<sup>th</sup> June 2007 was proposed by Mrs Knox subject to the date of the site meeting with D Malins from Flagship being corrected. This was seconded by Mrs Sparrow and carried. The minutes were signed by the Chairman.

4. **Housing Needs.**

The Clerk explained that the plans for the proposed affordable housing at Harpers Estate went to Committee at Babergh Council today. The changes to the greensward agreed at our February Parish Council Meeting were not incorporated. Mrs Fuller explained her conversation with D Malins at Flagship Housing following receipt of the Planning Application. He had apologised and agreed to send in revised plans to Babergh Council. The Clerk had contacted Babergh Council to confirm the situation. Revised plans have not been received. The Clerk confirmed that she has made Babergh Council fully aware of the sequence of events and that the Parish Council had agreed in principle to the revised drawing dated 29<sup>th</sup> January completed by Robert I Allerton Chartered Architect. The Parish Council expressed their disappointment at the level of support and communication from Flagship Housing. It was agreed for the Clerk to send a copy of the revised drawing to Babergh Council and for Mrs Fuller to draft a letter of complaint to the Chief Executive at Flagship Housing – **Action Mrs Fuller and Clerk.**

5. **Village Hall**

Mrs Knox reported that the digital cinema was a great success and the next event in the Hall is the South Pacific Show scheduled for 28<sup>th</sup> July. R Spencer advised that the reason the ivy was not removed from the Apple Tree in the Village Hall Car Park was due to nesting birds and will be stripped in the autumn. C Hunt expressed concern about the maintenance and security of the hall. Mrs Knox noted his concerns and stated the Village Hall Management Committee were fully aware of the maintenance issues. The Chairman read a letter from Mrs Sawyer regarding a potential problem with willow trees over-hanging her garden at Jasmine Cottage, Newlands Lane. It was agreed for Council Members to inspect the trees concerned and consider what needs to be done – **Action All.**

6. **Finance Report**

The Clerk confirmed the cash position as at 20<sup>th</sup> June 2007 as £1015.46 in the Current Account after payment of the outstanding cheques totalling £3742.74, £12854.16 in the deposit account making a total of £13869.62 including £5,968.00 in the Capital Investment Fund. The Clerk had circulated the first quarter budget review ahead of the meeting. This showed expenditure to be at the expected 25%. It was agreed to use the review in this format for the next 12 months to aide monitoring the financial position periodically. The Internal Audit report and proposed External Audit return were circulated ahead of the meeting. The Internal Audit findings showed all matters to be satisfactory. The Clerk was asked to write to the Internal Auditor, Andrew Gowen, expressing thanks on behalf of the Parish Council for carrying out the audit. The Chairman also thanked the

current and previous Clerks for their efforts in maintaining accurate Accounts. Approval of the External Audit Return was proposed by Mrs Fuller and seconded by Mrs Mimpriss and unanimously carried.

The proposed Endowment fund for investment monies for the Village Hall was then discussed. The Clerk confirmed that she is awaiting a reply from SALC on any legal implications. The Chairman read an extract from the Village Hall Management Committee meeting where the following resolution was passed: -

“In order to secure the future and to safeguard against unexpected emergencies, the Treasurer is authorised to set up a separate endowment fund with restricted access to hold monies donated to the Hall by organisations and members of the public either from bequests or donations or grants specifically identified for the Endowment Fund. Use of these funds can only be authorised with the agreement of Nayland with Wissington Parish Council, Nayland and Wiston Community Council and the Village Hall Management Committee” the minutes went on to state that the Parish Council will be asked if the money for the car park could be put into this fund. Mrs Fuller expressed reservations as currently money is held in safeguard by the Parish Council. R Spencer was concerned regarding the security of the Endowment investment as not all investment funds increase in value. Mrs Knox expressed in strong terms that this type of fund is vital to the future survival of the hall and would welcome legal opinion on the matter. She will investigate whether the name of the fund could change. The consensus by the Parish Council was to continue with enquiries. The Clerk was asked to chase up SALC for their opinion and to put this item on the Agenda for the August meeting – **Action Clerk.**

Co-operative Bank has agreed all Members can be Signatories. The New Bank Account forms were being prepared for submission. It was agreed for members to complete their details straight after the meeting or without delay thereafter and returned to the Clerk. The Mandate forms for transfer of funds from the RBS Bank to the Co-operative Bank were duly signed.

#### 7. Accounts for payment

DK Hattrell (Clerks Salary for June).....	472.30
Inland Revenue Only (Clerks deductions and Employers Nationals Ins. Contributions).....	151.10
Suffolk County Council (Clerk’s Pension) .....	126.36
Babergh District Council (Bin Emptying).....	80.04
Public Works Loan.....	1496.65
Roy A Mortimer (grass cutting).....	394.80
Anglain Water (allotments).....	26.17
Nayland village Hall (hall hire).....	15.00

The above cheques were approved for payment.

#### 8. Correspondence

The Clerk circulated her report ahead of the meeting and key areas were discussed. C Hunt agreed to put the No Smoking Notice in the Bus Shelter. The Chairman read the reply from the Dedham Vale and Stour Valley Project regarding the possible inclusion of an archeological study around Wiston Church and Hall with its moats and the new cut in the river Stour in their project bid. Mrs Fuller has agreed to attend the Area Police Meeting on 15<sup>th</sup> August in Nayland Village Hall. The Chairman referred to a letter received regarding R Spencers comments on the Mobile Library Service and also seeking information regarding the dial a ride bus service. C Hunt confirmed that Nayland is just out of reach of the dial a ride services in Hadleigh and Sudbury. The Open House at the Affordable Housing development at Fordham was mentioned and the Babergh’s Grant Aid Consultation on Monday 23<sup>rd</sup> July at 6.15 p.m. in the Council Chamber at Babergh D C in Hadleigh. Councillors are to advise the Clerk if they want to attend – **Action All.** The Clerk is to pass the Community Safety article to the Community Times and to return the Community Safety Communications feedback form – **Action Clerk.**

#### 9. Nayland Playgroup request for access by emergency vehicles

Mrs Sparrow expressed concern at the proposal as the safety of children playing at the playground is paramount and any increase in traffic along the Cemetery driveway could present further danger. Mrs Mimpriss believed that Emergency use could be considered but not infrequent traffic. Mrs Sparrow explained that in the past problems have been experienced by Funeral Directors not getting access to the Cemetery due to the driveway being obstructed with traffic. The majority of members were against the use of the driveway to access the

proposed new playgroup building even on an emergency basis. It was agreed, however, for the Chairman to speak to Mrs Moriarty from the Playgroup to seek further information – **Action Chairman.**

#### 10. **Footpaths**

It was agreed for Mrs Knox to provide a list of footpaths electronically to the Clerk for circulation to all Councillors – **Action Mrs Knox and Clerk.** It was agreed for the condition of Footpath 8 to be reported to K Verlander at the County Council. That is the path that extends from Greenacres cottage over Rushbanks farm Land through Wiston Hall wood to the Church and is overgrown with trees – **Action Clerk.** It was further agreed for an article to be put in the Community Times reminding people to be considerate and clear up after their dogs and also with regard to Bon Fires – **Action Clerk.**

#### 11. **Planning**

##### 1) **Decisions received**

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

Babergh District Council has provided revised plans for information only.

###### **B/07/00844/FHA/BHW 6 Harpers Estate.**

Babergh District Council has provided revised plans for information only. This alteration refers to a reduction in the roof to a hipped end.

###### **B/07/00561/ROC/RC – 8 & 9 Wiston Road.**

The Chairman read that Babergh Council confirms permission has been granted to construct the revised parking layout.

###### **B/07/00107 – Wisington House, Bures Road.**

Babergh Council confirm that the application to erect 1.5m willow weave fence has been withdrawn.

###### **B/07/00444/FHA/BHW – 6 Heycroft Way.**

Permission has been granted to erect a two storey side extension and single storey rear extension.

##### 2) **B/07/00918/CDP/BHW – Nayland Playgroup.**

This application was determined between meetings to comply with the deadline. There were no objections to the plan to demolish the existing playgroup building and construct a new one. There was a slight reservation regarding vehicular access and Babergh Council has been asked to fully investigate before permission is granted. In our response, we included the following paragraph: -

“The Parish Council has noted that emergency and infrequent delivery vehicles will use the proposed grasscrete track around the perimeter of the existing school playing field. The Parish Council have been approached regarding the possibility of Emergency Vehicles gaining access via the Diocese driveway thus reducing the distance of the proposed grasscrete track. It can be noted that this proposal is not included in the plans and thus no comment is required on this suggestion.”

##### 3) **B/07/00425/FHA/MC – 1 High Street.**

This application was considered between meetings to comply with the deadline. The Parish Council had no objection to the application to erect a detached double bay cartlodge. However, it should be stipulated that this is not for residential use.

##### 4) **B/07/00844/FHA/BHW – 6 Harpers Estate.**

The Parish Council had no objection to the erection of a 2 storey side extension.

##### 5) **B/07/00915/FUL/GP – 4 Church Mews, High Street.**

Following discussion including the desire to support local business, Mrs Knox proposed to object to the application for change of use from residential to Class A2 (financial services) in view of the difficulty to park in the centre of the village and the possible effect on other businesses if parking is made worse. Mrs Sparrow seconded this proposal. The Chairman then proposed an amendment to the proposal adding that the parking was inadequate when the development was re-built. Mrs Fuller seconded this amendment, which was carried with 7 votes in favour and 1 abstention.

## 12. Streetlighting

It was agreed to set up a working party including the Chairman, C Hunt, R Spencer and the Clerk to consider what can be done regarding repairs to the Street Lighting Units advised not to meet the minimum standard set in Regulation G31/1 – **Action Working Party**. Unit 47 on Bear Street is only working intermittently and the Clerk agreed to report to the County Council – **Action Clerk**.

Mrs Fuller proposed a 20 Minute extension of time.

## 13. Burial Ground

The Chairman read a letter from Mr Jones regarding the trees at the northern boundary to the Cemetery. C Hunt confirmed that his inspection has revealed some issues. The Chairman explained the principles of maintaining the appearance of the area, addressing safety issues and adhering to budgetary considerations. It was agreed for the Cemetery Sub-Committee to contact the Tree Officer at Babergh Council to seek impartial advice and further to produce a management plan for the Cemetery – **Action Cemetery Sub-Committee**. The recent series of littering at the Cemetery was discussed and the Clerk explained that following inspection by Mrs George, Mr Rose (Street Cleaner) was asked to tidy the area. Mr Rose has suggested that a further wheelie bin is ordered for the Cemetery. This met with Council's approval – **Action Clerk**. Memorial requests in memory of Sheila Pankiewicz and Reginald and Geoffrey Page were approved. The Memorial request in memory of Florence and Roland Page was approved subject to confirmation of where the grave is located in the old burial ground – **Action Clerk**.

## 14. Recreation Grounds & Open Spaces

An email from Mrs Carver was discussed requesting the weeds under the benches in the High Street be removed. It was agreed for the Clerk to ask Mr Rose (Street Cleaner) to undertake this exercise – **Action Clerk**. The Chairman read a response from EDF Energy confirming the ground mounted transformer unit will be placed on the open space located opposite Bridge Cottages as soon as consent is received from Suffolk County Council. The Chairman confirmed the standard of the work will need to be checked on completion. The Clerk read a letter from R.E.J.B & Company apologising for the apparent condition the Playground was left in following the work. They confirmed that a sub-contractor was used. The state of the Horsecwatering area was discussed and the planting agreed for spring this year has not taken place. It was agreed for the Clerk to review the file and issue a reminder if appropriate. Further, the area would benefit from general maintenance by our grass cutting contractor – **Action Clerk**.

## 15. Highways

A copy of the report produced by C Hunt on various highways issued around the village was given to all Council Members. A site meeting involving Mrs Gage from Suffolk County Council, County Councillor S Pryor and parishioners took place last Friday. It was agreed for the Clerk to write to Mrs Gage seeking the outcome of that meeting and expressing disappointment that an invitation was not extended to the Parish Council – **Action Clerk**. Foliage around some street signs is in need of cutting. It was agreed for the Clerk to liaise with Mrs Carver who had reported the problem – **Action Clerk**.

## 16. Allotments

The judge attended the Allotments earlier in the day and will write to the Clerk with the outcome. His fee and the prize cheques will need to be drawn in due course.

**17. Parish Plan**

It was agreed for all available reports from members and the up to date information from Annette Gray at Suffolk ACRE to be collated and circulated in a separate envelope – **Action Clerk**. The Clerk confirmed details of her telephone conversation with Mrs Gray. Mrs Gray will be happy to present at a Village Event to set up a steering committee to undertake the parish plan, however, cannot commit to coming to a Parish Council Meeting. The Steering Committee does not have to be led by a Member of the Parish Council. There does need to be Parish Council representation on the committee as funding must be paid to an Auditable body.

The meeting closed for District Councillor Richard Cave to provide a report.

**18. Report by District Councillor**

District Councillor Richard Cave had no new information to provide on the activities of Babergh District Council. He reported last time on his endeavours to prohibit Heavy Commercial Vehicles from the village. He confirmed that Suffolk County Council may be reviewing their Lorry Management Strategy. Certain “B” Roads may be deemed unsuitable for the larger continental lorries. He has received a reply to his letter to Councillor Guy McGregor at Suffolk County Council and they intend monitoring heavy commercial vehicles through the village.

**The meeting closed at 10.05 p.m.**