

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 8<sup>th</sup> October 2008, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), Mrs George, C Hunt, Mrs Knox, Mrs Sparrow, R Spencer, Ms Knight, Mrs Fuller, Mrs Hattrell (Clerk), Mrs Brooks (for the Press), R Cave (District Councillor), A Gowen and Mrs Carver.

1. **Public Forum**

The Chairman took the opportunity to ask Mrs Brooks how The Community Times was coping in light of recent competition. Mrs Brooks explained that whilst some advertising had dropped off, new advertisers have joined and they were maintaining the status quo. The Chairman praised the content of The Community Times and all agreed long may it continue.

2. **Report by District Councillor**

District Councillor Richard Cave had carried out some research into battery recycling. The bag collection mentioned at last meeting was in respect of a trial by St Edmundsbury Council and the results were yet to be published. He spoke of a new scheme making producers responsible to take back and recycle batteries. Consideration is being given to having Post Offices and Tourist Information centres as drop off points. However, the current position is that Retailers are now obliged to take back similar batteries to those sold from their premises. R Cave commented that the information received so far lacks clarity and a further directive is due during January and February next year. R Cave went on to speak about the Local Government Review. He confirmed that following Hadleigh Town Council's decision to reject the idea of being included in the North Haven area, Babergh District Council responded to the Boundary Committee supporting the proposed two Unitary Authorities for Suffolk. The Boundary Committee are due to make their recommendation to the Secretary of State by the end of December, however, R Cave believed it was no certainty that the Boundary Committee were still committed to their original criteria.

3. **Apologies for Absence**

Apologies were received from Mrs Mimpriss due to a work commitment and PCSO Melissa Galyean due to holiday.

4. **Minutes of Previous Meeting**

Acceptance of the minutes of the meeting held 10<sup>th</sup> September 2008 were proposed by C Hunt, seconded by R Spencer and carried with 2 abstentions due to absence at the previous meeting.

5. **Housing Needs**

The Chairman confirmed that the reception at Harpers Estate went well. Members confirmed they were impressed by the standard of the houses and it was confirmed that all have gone to people with a local connection. It was agreed to raise an issue with Flagship Housing regarding the fence that divides the garden in half to the side of 25a Harpers Estate – **Action Clerk**. It was commented that the back gardens are very small and this evidences the need to have a closer relationship with the Architect on the Wiston Road development. Regarding the Wiston Road scheme, a working party was formed to liaise with Flagship Housing and the Architects during day time meetings. Mrs Mimpriss had volunteered ahead of the meeting. C Hunt, Mrs Fuller, Mrs Knox, R Spencer and Mrs Sparrow all volunteered to join Mrs Mimpriss on the working party. The Clerk is to inform Flagship Housing and Babergh District Council accordingly – **Action Clerk**.

6. **Village Hall**

Mrs Knox thanked the Parish Council for pledging the funds towards upgrading the doors to the Village Hall. It was agreed for the Treasurer of the Village Hall Management Committee to provide the Invoice upon completion to enable the Clerk to arrange a cheque. Attention then turned to consideration of the Endowment Fund. The Chairman proposed that discussion and questioning occurs during this meeting and a decision should be made at next meeting. The Chairman closed the meeting to allow A Gowen to speak. A Gowen confirmed that the village was fortunate to have a committed Village Hall Management Committee. All members work very hard to maintain the Hall. A Gowen confirmed that it was his idea to set up an Endowment Fund to enable donated money to be secure for the future renewal of the Hall. He confirmed that he was mindful of the fact that in 20 or 30 years time, Parish Council members would have changed and also members of the Village Hall Management Committee. He also felt with local government changes the Parish Council as it is now, may not exist. He felt it important that money identified for the long term expenditure on the Hall was secure and could

not be diverted to other priorities. The formation of the Endowment Fund has been covered by resolution and further security can be achieved by the inclusion of certain signatories. Broad agreement was reached that both the Parish Council and the Village Hall Management Committee want to secure the future of the Hall. However, concern was expressed that without a separate Trust based on a legal document, how would the funds be secure for the future? A Gowen was concerned with the potential cost of the legal work. Mrs Carver believed that Parishioners may be able to assist in this regard and agreed to liaise with Mrs Knox. The Clerk was asked about the opinion sought from SALC. She confirmed that once the money moves from the Parish Council, it is regarded as spent on the accounts. Members expressed some support for the fund, providing they could confidently account to parishioners on the future security of the fund. It was finally agreed to include as an agenda item at next meeting – **Action Clerk.**

#### 7. **Finance Report**

The Clerk confirmed the cash position as 30<sup>th</sup> September as £1000.00 in the current account, £19893.33 in the linked deposit account and £8988.22 in the capital investment fund reserve account making a total of £29881.55. The half year budget review was discussed showing expenditure at 46% of budget. The Clerk explained that the open spaces expenditure included tree work at Candy Lane at £285.00 and planting in the High Street trough at £22.00. The section 137 Street Cleaning was at 29% due to reduced working hours of the Street Cleaning Contractor. The Chairman briefly closed the meeting to allow A Gowen to speak on behalf of Nayland and Wiston First Response Team. He confirmed that their main concern was attracting further volunteers in each of the villages they cover. Attention then turned to the risk assessment. The Chairman proposed that the various parts of the village should be divided around members. This was agreed and reports can be made at next meeting. It was agreed for Ms Knight to risk assess the trough and obelisk, C Hunt to take Bear Street playing field, the burial ground including the driveway and anchor amenities site, Mrs Fuller will look at the open space and jubilee tree, R Spencer will deal with the horsewatering and allotments, Mrs Knox will look at the war memorial and Village Hall and Mrs George and the Chairman will deal with insurance and contracts of employment. It was further agreed for Mrs Sparrow to review the overall exercise and consider whether any aspect has been missed – **Action All.** The Clerk is to provide risk assessment forms to all members involved in the process – **Action Clerk.**

#### 8. **Accounts for Payment**

DK Hattrell (Clerk's Salary) .....	£644.01
Inland Revenue Only (Clerk's Deductions and Employers NI Contributions) .....	£199.81
Suffolk County Council (Clerk's Pension) .....	£176.99
FP Rose (S137 Litter Pick).....	£143.52
Nayland Village Hall (Hall Hire).....	£22.50

#### 9. **Street Lighting**

The Chairman read from an email from Suffolk County Council confirming that faults with units 28 and 29 on Harpers Estate have been recorded on the next G39 faults repair schedule. The column outside number 20 Harpers Estate is subject to an order with EDF Energy to provide a new service from their existing pole. R Jones at Suffolk County Council is chasing progress with this matter. Attention then turned to the priority to repair street lights that are currently in conflict with the G39 code of practice. It was reported that unit 47 outside 14 Bear Street now seems to be working. Following discussion Mrs George proposed to finance the work to the Fen Street and Newlands Lane/Church Lane lights. This was seconded by C Hunt and unanimously carried – **Action Clerk.** Attention then turned to unit 43 outside Constable House in Bear Street. This is obstructed by the owner's tree. It was agreed to write to the resident and ask for co-operation in cutting back the branches to both sides of the light in an attempt to improve the situation – **Action Clerk.**

#### 10. **Correspondence**

The Clerk had circulated the correspondence report ahead of the meeting and key areas were discussed. The Chairman confirmed that revised subscriptions to SALC had been received. He then read from the September police report showing 4 crimes recorded in Nayland with Wissington. These included a theft of money from Bear Street, a road rage incident on the A134, a theft of a large magnetic sign from the rear of a vehicle on Bear Street and finally, theft of a lurcher dog and 2 power saws from business premises at Gravel Hill. It was confirmed that the Police Team areas have changed and PCSO Melissa Galyean will no longer cover Nayland with Wissington. PCSO Amanda Coleman will take her place. The Chairman read from a letter from Littlegarth School confirming their bonfire and fireworks party will be held on 7<sup>th</sup> November and they urged owners of domestic and farm animals to take appropriate action. The Chairman then read a letter from NATS regarding the terminal control north consultation. He read that key areas where further options are being

considered include Luton Departures, Heathrow Departures, Stanstead Departures, London City Departures and the location of arrival routes and holds for Luton, Stanstead and London City. They also confirmed some delay to their initial timetable. It was agreed to include the letter from Suffolk Preservation Society seeking views on the idea of employing a "Community Planner" in the circulation envelope. The Chairman went through the items for circulation and agreed a separate circulation envelope for the Consultation on the Making and Enforcement of Byelaws.

#### 11. **Community Achievement Awards**

It was agreed to discuss at the end of the public meeting.

#### 12. **Highways**

The Chairman read from a letter from Suffolk County Council regarding the resurfacing works on the A134 Nayland Road at Leavenheath. Traffic is being diverted through the village. Members expressed concern regarding warning signs obstructing pavements on the corner of Birch Street and Mill Street and also at the start of Bear Street. It was agreed for the Clerk to urgently report to County Highways. The Chairman read an email from Suffolk County Council regarding the resurfacing at Gravel Hill and confirmed that County Highways do not consider the area to be dangerous, however, they will keep the situation monitored. He then read from an email regarding Court Street. The standard of the resurfacing is being investigated and in the meantime they were arranging for the loose stones to be swept. They had advised that the flagstones between Bear Street and the school were not under the responsibility of County Highways and suggested it may be the primary school. It was agreed for the Clerk to pass the email to Mrs George to enable her to follow up with the school – **Action Clerk and Mrs George**. R Spencer confirmed that foliage is obstructing the pavement outside 77 Bear Street. It was agreed for the Clerk to send a polite letter to the resident concerned. It was reported that a new sign has just been installed on the A134 to be viewed by traffic travelling from Colchester to Sudbury just past Horkesley Road. It was agreed for the Clerk to check the wording of the sign against our records – **Action Clerk**. It was reported that the black and white bollards on Horkesley Hill are dirty and some have fallen over. It was agreed for the Clerk to report to Essex County Council and advise Horkesley Parish Council accordingly – **Action Clerk**. The fishing places along Fen Street were then discussed. Mrs Sparrow had reviewed the paperwork and confirmed that many of the residents have changed since the original agreement. It was therefore agreed to send a standard letter to all residents along that stretch issuing a new agreement to be signed. It was agreed that this is not of great urgency and should be carried out within the next couple of months – **Action Clerk**.

#### 13. **Planning**

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

##### **B/08/01066 – 32 Heycroft Way.**

Babergh District Council confirmed that permission has been granted to erect a detached garden building.

##### **Town and Country Planning (General Permitted Development) Order 2008**

The Chairman read a letter from Babergh District Council regarding changes to planning legislation from 1<sup>st</sup> October 2008. It confirmed permitted development allowances have been replaced by an impact based approach. Similar revisions have been made to rules governing roof additions and alterations. The former class related to hard surfaces has been revised and now limits the surface area that may be paved to the front of a dwelling to a maximum of 5 square metres unless it is made of porous material. A new class has been introduced regarding provision of flues and chimneys. Previous provisions relating to satellite dishes have not been changed but restrictions relating to solar and photovoltaic panels have been amended. The Chairman asked members to note the following websites: [www.opsi.gov.uk/legislation](http://www.opsi.gov.uk/legislation) and [www.planningportal.gov.uk](http://www.planningportal.gov.uk).

##### 2) **B/08/01252/FHA – 2 Willow Grove.**

The Parish Council objected to this application in view of the overbearing nature of the proposal to number 1 Willow Grove. Specifically that the extension does not reflect the relationship and setting of adjoining dwellings and that it will detrimentally affect the amenity of the neighbours.

##### 3) **B/08/01400/TCA – Various Trees South of River Stour.**

The Parish Council had no objection to the work as outlined in the application to various specified trees.

4) **B/08/01432/FHA – 13 Harpers Estate.**

The Parish Council still objected to the application to erect a rear conservatory and carry out a loft conversion. Whilst some improvement had been noted compared to the last application, the design statement did not address the issues raised with the last plan. The proposed mass and scale of the rear elevation still represents over development and is not in keeping with surrounding properties in an AONB. The plans also includes an unacceptable level of overlooking which would affect the amenity to which neighbours have a right to enjoy.

5) **B/08/01376/FUL – Harpers Hill Farm.**

The Parish Council objected to the application to construct 10 further parking spaces at the former pig fattening unit at Harpers Hill Farm in its current form. It was not clear why such a large increase was required in respect of the use as a storage facility. It could be noted that a previous application was declined on the waste transfer site. In the Dedham Vale AONB they were not satisfied that this construction was essential for the efficient operation of agriculture, forestry or horticulture. More supporting information would be required to demonstrate this point in order to safe guard landscape quality and character in the area.

6) **B/08/01321/FHA and 2/LBC – 50 Bear Street.**

The Parish Council had no objections to the application to erect a single storey rear extension. However, it was assumed that the Environment Agency had been consulted in relation to the proximity of the planned extension to the mill stream.

7) **B/08/01381/FHA – 5 Fen Street.**

The Parish Council had no objection to the erection of a detached summer house.

8) **B/08/01503/FUL – Rushbanks Farm Caravan Site.**

The proposal that this application be discussed at a public meeting was not carried so it was agreed for the remaining members to consider the plans in detail and the Chairman and Clerk will liaise on a suitable response.

14. **Burial Ground**

The Chairman read from a letter from the surveyors acting for the Diocese. They photographed the driveway ahead of the works and also indicated as a good will gesture they would like the contractors to make good the 2 pot holes. It was agreed for C Hunt to inspect and photograph the driveway now and then pass the correspondence back to the Clerk to liaise with the surveyors accordingly – **Action C Hunt.**

15. **Recreation Grounds & Open Spaces**

The Clerk confirmed that a quotation has been received in respect of the necessary repairs to the Playground equipment. A further quotation is awaited. C Hunt confirmed he met with one of the contractors who did not totally agree with the inspector's assessment. It was agreed for the Clerk to chase the further quotation. The first quotation falls within budget and subject to receipt of the second quotation, the Clerk will authorise the most competitive one. It was reported that people have been using metal detectors in the village and it was agreed to include reference to the relevant rules in a future edition of Community Times. It was agreed for C Hunt to provide relevant details to the Clerk to assist with the wording of an article – **Action C Hunt and Clerk.**

16. **Allotments**

The Clerk confirmed she has written to the Allotment Holders to request this years rent. Some cheques have been received and one holder has indicated that they will be giving up their allotment. It was agreed for the Allotment Committee to inspect the relevant allotment and inform the Clerk of the next appropriate step – **Action Allotment Committee.**

**The meeting closed at 10.00 pm**