

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 9th April 2008, AT 8.00 PM IN THE VILLAGE HALL, NAYLAND.

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

1. **Public Forum**

No questions were raised.

2. **Report by District Councillor**

District Councillor Richard Cave reported that local authorities in Suffolk have been asked to submit their preferred options for structural reform of Suffolk. The Boundary Committee now have until July to submit a draft proposal which will be subject to public consultation. By early January 2009 we should know the new configuration to be implemented by April 2009. Babergh Council had an Extraordinary Meeting and confirmed their preferred option was an East and West split. Suffolk County Council has already expressed their option for 1 Unitary Council controlling the whole of Suffolk. R Cave confirmed that he supported Babergh's position which was unanimous. He went on to explain that the challenge is to maintain adequate links with local matters.

3. **Apologies for Absence**

were received from Mrs Mimpriss due to a business commitment. Mrs Sparrow had confirmed that she will arrive late to the meeting due to another commitment.

4. **Minutes of Previous Meeting**

The Chairman proposed a slight amendment to the minutes forwarded to the Clerk by Mrs Sparrow ahead of the meeting. This was under item 14 towards the end of the 3rd line stating "Mrs Sparrow pointed out that there are two areas to consider but the area for immediate consideration and replanting was that inside the wooden stakes which had been quoted at £220.00 plus VAT." Mrs Fuller seconded the amendment which was unanimously carried. Mrs George then proposed acceptance of the amended minutes. This was seconded by Mrs Fuller and unanimously carried. The minutes were signed by the Chairman.

5. **Housing Needs**

The Chairman explained that Council had been talking as a working party on this subject. He asked Council how they wanted to proceed. It was agreed to set a date for a further working party meeting. Any decision that is made will be confirmed in a later public meeting.

6. **Village Hall**

Mrs Knox reported on the Village Hall AGM, which was held recently. She confirmed the financial position is much better than the previous year. The roofing repairs have been delayed due to scaffolding and weather issues. Now the weather is improving, it is anticipated that the work will be completed without further delay. They have received volunteers to act as Bookings Secretary during Mrs Whiting absence. Discussion has been ongoing regarding the bonfire site and it seems appropriate to make a formal arrangement with the Community Council in this respect. Unfortunately, it hasn't been cleared and further rubbish has been deposited there. It is likely that further gardening sessions will be arranged by the Community Council and the importance of notifying the Parish Council was stressed.

7. **Finance Report**

The Clerk confirmed the cash position as at 31st March 2008 as £1,000 in the current account, £5,479.00 in the linked deposit account and £5,968.00 in the capital investment fund reserve account, making a total of £12,447.00. Even taking into consideration outstanding payments that will run into the new financial year, the financial position is better than anticipated. The Clerk then explained the Audit Schedule for this year. This will require production of the End of Year Accounts for approval at the May meeting. The internal audit will need to follow during May and the External Audit form will need to be completed for approval at the June meeting to comply with the 4th July deadline for submission of Audit papers.

8. **Accounts for Payment**

DK Hattrell (Clerk's Salary)	£515.50
Inland Revenue Only (Clerk's Deductions and Employers NI Contributions)	£177.05

Suffolk County Council (Clerk's Pension)	£140.17
FP Rose (S137 Litter Picking)	£143.52
Nayland Village Hall (Hall Hire)	£22.50
Environment Agency (Drainage Charges).....	£9.60

The above cheques were approved for payment.

9. Correspondence

The Clerk circulated her report ahead of the meeting and key areas were discussed. The Chairman first went through the items in the circulation envelope. He then read from a letter recently received from Mrs Rockall, Chief Executive at Babergh District Council. This was concerning the Boundary Committee review and announcing the Extraordinary Meeting of Babergh Council that was held on 8th April. Attention was drawn to the section on "Neighbourhood Empowerment" and the desire to work closely and in partnership with SALC and the Town and Parish Councils. It was agreed to include this letter in a separate circulation envelope with a comments sheet – **Action Clerk**. It was further agreed to include "Boundary Committee Review" as a June agenda item – **Action Clerk**. The Chairman then shared a note with Council regarding 2 volunteers to operate speed guns should a Community Speed Watch scheme go ahead in the village. It was agreed for the Clerk to obtain full details from the police to consider the next step – **Action Clerk**. It was also agreed for the Clerk to acknowledge the note from the volunteers and inform them of the action we are taking – **Action Clerk**. The Chairman shared a letter from Suffolk NHS PCT regarding a review of head and neck cancer services. It was agreed to include in the circulation envelope. It was further agreed to write to the NHS in Colchester to ask to be included in their circulation – **Action Clerk**. The Chairman confirmed that a letter has been received requesting information regarding the definite line between The Mill forecourt and Fen Street. It was agreed to pass on this request to County Highways for consideration – **Action Clerk**. Finally, the Chairman shared the Police Report for February listing 4 crimes in Nayland with Wissington. They were criminal damage caused to a caravan door in Bear Street, Burglaries in Wissington Road and the Westerings and criminal damage to a sign on Bear Street.

10. Highways

The Chairman read a letter from Mrs Smith, Engineer at County Highways. In order to protect 46 Bear Street from being hit by vehicles, she is proposing to install a bollard on the common land next to the property. This is the area that leads to the horsewatering which is maintained by the Parish Council. Following discussion it was agreed that the Parish Council had no objection as long as the post was made of Oak with a reflector (similar to the one outside Mill House) and also that it would not impede access to the footpath. It was further agreed to inform the nearby residents of this decision. The Chairman reminded the meeting regarding the request from the Royal British Legion for a set down and pick up point at the surgery. Views have been sort from the Surgery and County Highways. County Highways have indicated that to ensure it can be regulated, it would require a Traffic Regulation Order to prohibit parking during the day for a 6 metre section. It was agreed that a meeting between representatives from the Parish Council and the Surgery would be a useful starting point. The Chairman and Mrs Fuller agreed to attend such a meeting. It was agreed for the Clerk to write to the surgery accordingly – **Action Clerk**. Mrs Knox then raised the issue of a Parishioner not wanting their lane renamed from Upper Cawley Road. They have found historical reference for this name and would like it to continue. The Parish Council agreed they support the resident in this regard. It was agreed for Mrs Knox to provide full details to the Clerk to enable her to write to Babergh Council accordingly – **Action Mrs Knox**. Mrs Sparrow advised that the window cleaner has cleaned the bus shelter at a charge of £8.00. The fee note was passed to the Clerk for payment and it was agreed to ask the window cleaner to repeat (including the roof) on a quarterly basis – **Action Clerk**.

11. Footpaths

The Clerk confirmed that K Verlander, Right of Way Officer, at Suffolk County Council has inspected footpath 3 and is arranging for a contractor to replace the waymark post shortly. The Chairman reported footpath 10 as having a sign missing at its junction with footpath 9. This is the sign that points to Essex. Mrs Knox reported the bridge at the start of footpath 10 needing repair. Mrs Sparrow reported vandalism damage to a bridge along footpath 12 which is located off the road towards Wissington Grange. It was agreed for the Clerk to report these issues to the Right of Way Officer – **Action Clerk**.

12. Planning

Decisions received

1) **B/07/01649/FHA/MC – 14 High Street.**

Babergh District Council confirmed permission has been granted to erect a single story rear extension and entrance gates at the property.

2) **Delegation of Certain Highway Development Control Functions to District Councils**

The Chairman read from a letter received from the Chief Planning Control Officer, N J Ward at Babergh District Council. He confirmed that effective from Monday 7th April 2008, the Local Highway Authority did not wish to be consulted on certain types of planning application. The implementation of these arrangements is to be reviewed after 6 months. The District Council may refer back to the County Council on any application where it does not feel able to properly assess the highways safety implications. The delegation relates to the following types of development.

- a) Household development not involving the construction of a new access but which may affect parking, turning and manoeuvring of vehicles on the site.
- b) Householder development including the construction of a new access, or alternation to an existing access.
- c) Development not exceeding 1 dwelling.

3) **B/08/00345/FHA/CJT – 106 Bear Street.**

The Parish Council had no objections to the application to extend the existing rear dormer window. This was considered between meetings to comply with the deadline.

13. Streetlighting

The Clerk reported that an update had not been received from Suffolk County Council for some time. It was agreed for all the Councillors to review their areas within the village over two evenings to check which units are working and which have failed. This will enable the Clerk to provide a comprehensive list showing the current status. Details to be provided to the Clerk by Monday 21st April – **Action All.**

14. Burial Ground

The Chairman thanked C Hunt for the work he has been carrying out in reporting on the state of the fencing and meeting with a contractor at the Burial Ground in this respect. C Hunt reported that the fence appears to be at the end of its life and replacement will prove costly. One contractor has suggested the planting of a hedge may be a more appropriate solution. The Chairman suggested another option may be to replace the fence in a phased way. It was agreed that a definite strategy should be agreed in this respect. This will form an agenda item at next meeting and in the meantime members were requested to visit the Burial Ground and consider what they believe to be the best approach – **Action All.** Mrs George was concerned that holes in the fence appear unsightly and may provide temptation for vandalism. She is also concerned regarding brambles that will need some emergency clearance. The owner of an adjoining property has carried out work to overhanging branches and returned them to the Burial Ground. These will need to be cleared. It was agreed for the Burial Sub Committee to meet and agree an emergency specification for work to be undertaken in the short term – **Action Burial Sub Committee.**

15. Recreation Grounds & Open Spaces

R Spencer reported that two trees have fallen in the Recreation Ground and are covered in ivy. These need removal. It was agreed for the Burial Sub Committee to include these on their emergency specification of work – **Action Burial Sub Committee.** The Clerk had requested two estimates for the Play Ground repairs. The Chairman read from the only estimate received. This was from Anglia Inspection Services and totalled £200.00. The Chairman proposed acceptance of this quote. This was seconded by R Spencer and unanimously carried.

Mrs Fuller requested a 15 minute extension of time.

Mrs Sparrow advised that a neighbour at the horsewatering had asked for a self sown sycamore tree to be removed that is currently between the bridge and her cottage. It was agreed to include this with the work to be undertaken by Roy Mortimer. This should be Invoiced separately as this additional cost will not be reclaimed from the resident concerned. The Chairman then read from an email received from a resident regarding the grass cutting regime at The Crescent, Stoke Road. He has asked whether the Parish Council agree that it would be much better if the grass was picked up when mown? Following discussion the Parish Council reiterated that it is Babergh District Council that under take this work and it is not the responsibility of the Parish Council. However, they did agree that collecting the mowed grass or a different cutting regime might produce a better result. It was also pointed out that the mown grass is not collected at Caley Green. It was agreed for the Clerk to advise the resident accordingly.

16. **Allotments**

The Chairman reported that discussions have taken place with our grazier and he is not entirely happy with accessibility of the Allotment Field. However, he has agreed to continue to use the field to graze his sheep for the present time. The Chairman confirmed that we are appreciative that the farmer will continue to graze his sheep on the field.

17. **Annual Parish Assembly**

It was agreed for the Chairman to give a Financial run down. All agreed to arrive at 7.30 pm to set up the hall.

The meeting closed at 9.50 p.m.