

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 9th July 2008, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), C Hunt, Mrs Knox, Mrs Sparrow, R Spencer, Mrs George, Mrs Fuller, Mrs Mimpriss, Mrs Hattrell (Clerk), Mrs Bray (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 the Boundary Committee have released their preferred options for Government re-structure in Suffolk. Their preferred option will be to divide Suffolk into two Unitary areas. One is proposed to incorporate Ipswich and Felixstowe. The other is to cover the remaining areas with the exclusion of Lowestoft, which will be governed by the Norfolk arrangements. Alternatively they have proposed one Unitary Authority for the whole of Suffolk again with the exclusion of Lowestoft. R Cave explained that the rationale for change was economics. Babergh Council's initial reaction is that they strongly support a Unitary Authority system for Suffolk. They are also pleased we are moving into public consultation on specific proposals. Their initial view was an East and West Split followed by one Unitary Authority for Suffolk. So based on their original view they may favour one Unitary Authority rather than the two favoured by the Boundary Committee. They have expressed their disappointment that the original Suffolk Boundary could not be preserved in relation to Lowestoft. The Boundary Committee have reported that Ipswich is not the sole economic driver for Suffolk. There is no direct reference to the future effects on Parish Councils as they do not form part of this high level review. R Cave added that there may be 25 Community Boards set up in different areas around Suffolk in which Parish Council Members may sit. The Chairman confirmed that he together with C Hunt were attending the Local Government Review Meeting at Stoke by Nayland on 17th July and will report back following attendance – **Action Chairman & C Hunt.**

3. **Apologies for Absence**

Ms Knight sent her apologies due to sickness. The Chairman reminded members to inform the Clerk of their holidays. He confirmed that he will be on holiday from 1st to 18th August and will be unable to attend next meeting.

4. **Minutes of Previous Meeting**

Acceptance of the minutes of the meeting held on 11th June 2008 were proposed by Mrs Mimpriss, seconded by Mrs Fuller and unanimously carried.

5. **Housing Needs**

The Chairman read from an email from K Ayers at Flagship Housing confirming the handover of the Harpers Estate affordable homes. It was agreed that the new homes look superb, however, the landscaping is still not in accordance with the agreed specification. It was agreed for the Clerk to write to Ms Ayers to press this point that the hedge should have followed the existing line and lavender is not a suitable replacement and that the tree should be replaced in the autumn – **Action Clerk.** R Spencer felt that we have missed an opportunity to arrange an open day before the properties were occupied. The Chairman went on to explain the Parish Councils meetings as a working party to consider a potential site in Wiston Road. Passionate discussions have taken place over the opportunity to proceed and fulfil village housing needs on an available site. This was weighed against the dangers of crossing the A134 and the building on an Exception site in an Area of Outstanding Natural Beauty. After very careful consideration the working party voted that it supports the principle of development on that site. The Chairman directed Council as to whether to ratify that decision in light of recent comments by I Tippett, Babergh District Council. I Tippett confirmed he was considering whether any other potential Exception Sites exist in the Village and also whether two vacant properties on Harpers Estate could be re-developed. Following discussion C Hunt proposed that the decision made by the full Council working party on Thursday 19th June in that the Parish Council supports the principle of development of the Wiston Road site subject to certain stipulations relating to the involvement of the Parish Council in determining the design and number of dwellings and also that Flagship Housing provides a contribution to a future pedestrian safety/traffic calming measure. This proposal was seconded by Mrs Fuller. Four members voted in favour and four against. The Chairman used his casting vote to support the development, so the motion was carried. M George confirmed that we should still maintain an interest in the Harpers Estate vacant properties as these could possibly provide future development.

6. Village Hall

Mrs Knox explained that the Endowment Fund set up by the Village Hall Management Committee (VHMC) would require agreement by the VHMC, the Community Council and the Parish Council before any money could be spent. The Chairman asked whether there were any governing principles laid down specifying what the money could be spent on in the future. Mrs Knox believed there was. The Chairman requested a copy of this document to enable the Parish Council to consider further. It was agreed to put on the Agenda for next meeting and circulate the document in the meantime – **Action Clerk**. Mrs Knox confirmed that the VHMC were in the process of negotiating with contractors regarding the required work to the hall flooring. She advised that replacement of a section of the flooring may be the most appropriate long term solution, however, funds are only available for the repair. The Clerk reminded Mrs Knox of the Capital Investment Funds being held by the Parish Council towards renewal of the hall and that the current system allows for the VHMC to apply for those funds. Mrs Knox was then questioned on the drainage problem in the Village Hall Car Park. Potential solutions have been investigated which could prove costly to implement and may not have a good prospect of success. The main reason is that the car park is low in relation to the water table. Mrs Fuller questioned whether the VHMC were maximising their Income. Mrs Knox took issue with this line of questioning and maintained that they were working very hard to manage the hall effectively and fund raise as best they can.

7. Finance Report

The Clerk confirmed the cash position as at 30th May 2008 as £1,000 in the Current Account, £13051.76 in the linked Deposit Account and £8,988.22 in the Capital Investment Fund Reserve Account, making a total of £23039.98. Attention then turned to the budget review showing overall Income at 46% of Budget and Expenditure at 15% of Budget (lower than the expected 25%). The Clerk explained that as we get further through the year, you would expect the figure to get closer to the expected amount as payments that are made infrequently will start to even out. It was noted that the bank charge of £30 per quarter was greater than budget, this is in respect of the sweep facility.

8. Accounts for Payment

Suffolk County Council (Street Light Repairs)	£650.95
DK Hattrell (Clerk's Salary)	£597.19
Inland Revenue Only (Clerk's Deductions and Employers NI Contributions)	£200.01
Suffolk County Council (Clerk's Pension)	£176.99
Anglia Inspection Service (Playground Repairs).....	£295.00
L J Campen (Webbs Meadow Grass Cut)	£178.60
Citizens Advice Bureau (Donation)	£75.00
Nayland Village Hall (Hall Hire).....	£53.50

The above cheques were approved for payment.

9. Correspondence

The Clerk had circulated the correspondence report ahead of the meeting and key areas were discussed. The Chairman read from a letter from HM Revenue Customs confirming that there is no outstanding tax liability in respect of the Councils previous employee, Mrs Sparrow. Information is currently being sought regarding the National Insurance position. A thank you letter has been received from Woodland Corner regarding the support from the Parish Council towards the new playgroup, breakfast and after school club building near the school. They have an open day on 20th September from 11.00 – 1.00 p.m and members of the Parish Council would be most welcome to attend. The Chairman read from the Hackney Carriage Quantity Controls and zoning consultation and it was agreed not to issue a formal response from the Parish Council. The Clerk shared details of forthcoming visits planned from Andrea Hill, Chief Executive at Suffolk County Council. It seems that the intention is to mainly visit market towns and front line services, however, it was agreed that if a meeting could be arranged involving a number of villages in the vicinity this would be welcomed. It was agreed for the Clerk to respond to County Councillor Selwyn Pryor accordingly – **Action Clerk**. The Chairman shared details of the Safer Neighbourhoods review, which is taking place in two stages. The first is an internal review which has already been carried out. As a result Suffolk Police intend to better align supervisors with staff and they will ensure that all Town and Parish Councils will know the name of their own local officer and safer neighbourhood team members. They intend to increase their capacity by 10 new Police Community Support Officers and will apply for match funding to double this number. The Chairman read from the Police Report for May showing two crimes, a criminal damage incident to signs and an outraging public decency incident in Wiston Road that has been detected. C Hunt enquired about Affordable Housing Training on 22nd July, details of which were included in the circulation envelope. It was agreed to contact the Clerk if a place is required.

10. **Boundary Committee Review**

This item had been covered under District Council Report. However, the Clerk provided the map prints and summary sheet for circulation. It was re-affirmed that the Chairman and C Hunt will be attending the Babergh Local Government Review meeting on 17th July and will report back to Council.

11. **Highways**

Mrs Sparrow raised the question of the upkeep of shrubs and fishing places along Fen Street. It was agreed for members to visit the area to consider what needs to be done and for the Clerk to review the previous agreements that were agreed with home owners along that stretch – **Action All and Clerk**. A member of the Parish Council has been invited to the school to attend a Travel Plan Meeting. It was agreed for C Hunt to attend the meeting which is scheduled to be held at 4.00 p.m on 14th July – **Clerk to inform the school accordingly**. The issue of parking at the Surgery was discussed and it was agreed for the Chairman and Clerk to chase matters up regarding potential additional parking – **Action**.

12. **Footpaths**

The Clerk reported that the Bridge Manager at Suffolk County Council has confirmed that responsibility to instigate bridge repairs rests with the Right of Way Officer. Matters have been passed back to the Right of Way Officer and the Clerk has been awaiting further information. It was agreed to chase up due to the dangerous state of the bridge on footpath 10, with rotten boards – **Action Clerk**.

13. **Planning**

The Chairman read from an email copied to the Parish Council from D Pizzey, Arboricultural Officer at Babergh District Council. It was in response to the owner of Lock Cottage regarding his Willow Tree. The Willow Tree is apparently in a dangerous state and D Pizzey agreed it could be re-coppiced. Babergh Council have confirmed that the new local validation requirements come into effect on 15th July. An explanation has been received from Babergh Council regarding the application for work at 2 Willow Grove. They confirmed that prior to determination of the application amended plans were received that provided for a reduction in the overall size of the extension. These revisions provided an acceptable relationship with neighbouring properties. However, the applicant is proposing to reduce the size even further and another application is expected. With regard to the application for the Annexe, 13 Court Street, Babergh Council confirmed that the proposed development was within the confines of an existing residential curtilage and would not have an adverse impact upon the character of the AONB by virtue of its scale and design. The Environment Agency was satisfied that a Flood Risk Assessment was not required.

1) **Decisions received**

B/08/00621/FUL/GD – Wissington Grove Farm, Bures Road.

Babergh District Council confirmed permission has been granted to erect a cattle building.

2) **B/08/00949/TPO – Star Cottage, 81 Bear Street.**

The Parish Council objected to this application to fell 10 Alder trees and 3 Silver Birch trees due to the inadequacy of the plans. This application was dealt with between meetings to comply with the deadline.

3) **B/08/00834/FUL – 2 Church Mews, High Street.**

The Parish Council had no objections to the application to change use from Class B1 to residential dwellinghouse. C Hunt enquired as to the outcome of the application in respect of 4 Church Mews. It was agreed for all to check back on the Minutes to see if a report has been provided.

4) **B/08/00916/FHA – Radleys Cottage, Campion Lane**

The Parish Council had no objections to this application to erect a single storey rear extension.

14. **Streetlighting**

R Spencer reported that he has discussed with the owner of the tree obstructing a Street Light in Bear Street upon her request. She has reluctantly confirmed that she will endeavour to get the tree cut back. The Clerk suggested that she asks Suffolk County Council (SCC) whether the very minor works could be undertaken as part of their maintenance programme to avoid expense to the owner. R Spencer confirmed that he will mention to the owner a slight possibility that this could take place – **Action Clerk to ask SCC accordingly**. The Clerk reported that she has chased SCC for the quotes to make unit 65 (Newlands Lane/Church Lane) and unit 47 (Bear Street) G39 compliant. She has also been advised that units 72 and 73 in Wiston Road should have been repaired – Mrs Knox and Mrs Mimpriss agreed to check and advise the Clerk accordingly – **Action**. The work to the Fen Street light is still outstanding, so payment of the SCC Invoice is still to be withheld until all the work is completed to the satisfaction of the Parish Council.

15. **Burial Ground**

The Clerk reported that the agreed work has been authorised and Roy Mortimer Contractors will undertake the work during the second half of July.

16. **Recreation Grounds & Open Spaces**

The Clerk reported that the agreed work at Candy Lane and the Horsewatering has been authorised. C Hunt reported satisfactory completion of repairs at the Playground and that sadly one of the swings has already been wrapped around the frame. He will endeavour to put right in due course. Mrs Sparrow reported that she, together with Mrs Bannister, Tree Warden, were called to Candy Lane to inspect potentially dangerous tree damage. They assessed the situation and did not feel that there was immediate danger to the public, however, as a precaution Mrs Sparrow contacted Roy Mortimer Contractors to ask for them to carry out emergency repairs as quickly as possible. This was agreed.

17. **Allotments**

Mrs Sparrow reported that the Allotment Judge attended that day in respect of the Annual Competition and has provided the results. These were duly handed to the Clerk and the results will not be announced formally until letters have been issued to the winners – **Action Clerk to inform the winners, Horticultural Society for the Flower Show and put posters up giving the first three places.**

The meeting closed at 9.45 p.m.