

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 10<sup>th</sup> SEPTEMBER 2008, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), Mrs George, C Hunt, Mrs Knox, Mrs Sparrow, R Spencer, Mrs Hattrell (Clerk), Mrs Bray (for the Press), R Cave (District Councillor) Mrs Carver and I Tippett (Strategic Housing Manager – Babergh Distict Council).

**1. Public Forum/ Housing Needs**

The Chairman introduced Ian Tippett from Babergh Council and explained the background to the decision to proceed with an Affordable Housing Scheme on Wiston Road. He reminded the meeting that the decision to go ahead with the scheme was not a unanimous one and communication is essential between the District Council, Housing Association and the Parish Council. I Tippett thanked Parish Council members for allowing him to attend the meeting. He explained he was attending on behalf of Flagship Housing, the District Council and Architects. He stressed that the intention is for the scheme to belong to the Parish Council. As a starting point, I Tippett confirmed that he together with representatives from Flagship Housing and the Architects met with Babergh Planners. In view of the location in an Area of Outstanding Natural Beauty and the prominent position as you enter the village from Bures, they felt early involvement from the Planners was essential. I Tippett shared with members a drawing, as a starting point, showing what the Babergh planners would be prepared to accept. They have suggested houses as opposed to flats to be positioned side on to Wiston Road. Babergh Planners have suggested the properties face into the field to make a natural starting point to the Village. They have suggested only modest planting to allow the residents a view across the field. The heavy tree line between the telephone exchange and the development will provide a good backdrop. A major sewer runs through the site, which cannot be built upon. By designing the car parking to coincide with the sewer, this provides car parking in the centre of the potential development site. The drawings contained 5 dwellings as an example of what could be achieved, however, they were looking to the Parish Council to provide a view on the numbers. The planners were in favour of cottage style houses in a style in keeping with the village. I Tippett outlined the current need which includes 1 request to transfer to a 3 bedroom home, 1 seeking a 2 bedroom bungalow, 2 seeking 1 bedroom flats, 3 seeking 2 bedroom flats and 1 seeking a 2 bedroom house. I Tippet seemed to think that the need for a bungalow could be met by existing stock, so excluding the bungalow we have 7 current applicants. I Tippett advised that as soon as a scheme goes into construction, the list of those requiring accommodation usually increases. Babergh do not have an issue with providing slightly bigger properties than the identified requirement as this provides better scope for the future. I Tippett asked for the Parish Council to consider the mix and number of properties they wanted to consider. R Spencer expressed concern that the Harpers Estate properties were not restricted to people from the Village. I Tippett explained that this was due to the “Shared Ownership” element and whilst the properties would initially be offered to those from the Village, not everyone can afford to undertake shared ownership of property. This sometimes necessitates a wider area for potential buyers. However, he stressed that this will always be a resource available to the Village, so in the future when the properties are sold on, priority will always be given to Nayland residents. Considering potential difficulties with Shared Ownership Properties, Members all agreed that they favoured a purely rented scheme for Wiston Road. Agreement was also reached that members favoured houses rather than flats and they liked the open aspect on the West side and the properties being sideways to Wiston Road. Broad agreement was also reached that the properties should be cottage style houses and designed to be in keeping with the remainder of the Village. Discussion continued into the sustainability of the properties and I Tippett explained the high standards imposed on Affordable Developments. He confirmed that it was possible to exceed the minimum standard required, however, the closer you get to a carbon neutral development, the higher the cost. Clearly, there is a need to balance the best level of sustainability at a price the Housing Association can support for the development. R Spencer asked whether the land had been secured. I Tippett confirmed that the original proposal of 4 flats took up less space, so it is necessary to consider the numbers of dwelling ahead of negotiations with the Landowner. Following detailed discussion on the number of dwellings, C Hunt proposed drawing number 1608.08.05 dated September 08 to be accepted as a starting point for the scheme to include 5 dwellings. R Spencer seconded this proposal. Mrs Sparrow proposed an amendment. This involved applying for planning permission for 5 dwellings, however, building in 2 phases. The first phase would include 3 dwellings abutting Wiston Road with parking to the rear. In the future, a further 2 properties could be built behind the parking should a need be identified. This proposal was seconded by Mrs Knox and was defeated with 2 votes in favour and 4 against. The meeting was reminded of the original proposal which was then carried with 5 votes in favour and 1 against. The Chairman asked what steps were being taken to ensure the trees between the proposed development and the telephone exchange were kept. I Tippett agreed to investigate whether tree preservation orders could be considered. I Tippett advised that Flagship Housing and the

Architects have a preference for day time meetings and would favour a project team to represent the Parish Council. Members of which would need to be available during the day. Following discussion, this was agreed with the proviso that even numbers of 2 or 4 members should form the project team. Equal numbers of Members who were originally in favour of the development with those who were against should be included. I Tippet summarized agreements including that all the properties should be rented houses with an open aspect. As a starting point, the properties should have an appearance in keeping with their surroundings and be sustainable. They should number 5 dwellings. He needs to research the Tree Preservation Order issue and a Project Team will be set up of Parish Council Members of between 2 and 4 representatives. All the remaining detail will be discussed with the Project Team. The Project Team will liaise fully with Flagship Housing, Babergh Council and the Architects and will report back to full Council for decision making. The Chairman thanked I Tippet for attending the meeting.

## 2. Report by District Councillor

District Councillor Richard Cave reported that Babergh have issued a press release regarding their recycled waste. They confirmed that around 70% of mainly paper and card is transported to China. However, they have been assured that it gets recycled in China and is not burnt. The press release will outline the remaining percentages with 16.5% remaining in the UK. Mrs George asked R Cave whether consideration can be given to the issue of bags for used batteries to be collected with the waste. R Cave will investigate the position.

## 3. Apologies for Absence

Apologies were received from Mrs Fuller, Mrs Mimpriss and Ms Knight due to holiday. Apologies were also received from PCSO Melissa Galyean due to another commitment.

## 4. Minutes of Previous Meeting

Acceptance of the minutes of the meeting held on 13<sup>th</sup> August 2008 were proposed by C Hunt, seconded by Mrs Knox and carried with 2 abstentions due to absence at the previous meeting.

## 5. Village Hall

It was agreed to delay the discussion on the Endowment Policy to the next meeting and invite A Gowen to attend to answer any questions – **Action Clerk**. Mrs Knox reported that the Village Hall Management Committee has an ongoing insurance claim to replace the plastic doors. They have agreed it would be more sensible to replace the doors with aluminium, which attracts an additional cost of £1,312.00. Two quotations were sought and the most competitive has been accepted. The Village Hall Management Committee would like to request that the Parish Council supports this extra cost from the Capital Investment Funds towards Village Hall renewal. Following discussion, the Chairman proposed acceptance of the full amount of £1,312.00. This was seconded by Mrs George and carried with 1 abstention.

## 6. Finance Report

The Clerk confirmed the cash position as 28<sup>th</sup> August 2008 as £1,000.00 in the Current Account, £6,668.53 in the linked Deposit Account and £8,988.22 in the Capital Investment Fund Reserve Account, making a total of £16,656.75. It was agreed to defer the request from Nayland and Wiston First Response Team for financial support to the October meeting – **Action Clerk**. Members should also give consideration as to how to promote the work of the First Response Team in order to encourage further volunteers to come forward.

## 7. Accounts for Payment

DK Hattrell (Clerk's Salary) .....	£587.15
Inland Revenue Only (Clerk's Deductions and Employers NI Contributions) .....	£199.81
Suffolk County Council (Clerk's Pension) .....	£176.99
Anglia Inspection Services Ltd (Playground Inspection).....	£160.00
FP Rose (S137 Litter Pick).....	£143.52
LJ Campen (Village Hall Grass).....	£115.15
Office Needs (Stationery).....	£22.23
Anglian Water (Allotments).....	£19.90
Roy A Mortimer (Grass – August/September).....	£399.50
Zurich Insurance Company (Parish Council Insurance).....	£728.47

## 8. Correspondence

The Clerk had circulated the Correspondence Report ahead of the meeting and key areas were discussed. The Chairman shared an email from SALC regarding the British Telecom review of red telephone kiosks. They

have introduced a scheme where the red telephone box can remain even though the pay phone will be removed. This will involve a Local Authority applying to take over ownership. Following discussion it was agreed not to apply for ownership of the Wissington Road telephone box. It was agreed to put the Community Achievement Awards on the Agenda for the October meeting – **Action Clerk**. The Chairman read from the July and August Police Reports. During July there was a theft of fuel from a parked vehicle on Wissington Road. In August there were 2 incidents, a burglary of garden furniture from a garage and an exposure incident on Bear Street. It was agreed to include the Review of Safer Neighbourhood Teams from the Suffolk Constabulary in the Circulation Envelope. The letter from Babergh Council regarding the South and Heart of Suffolk Walking Festival 2009 will be passed to Community Times. They are seeking volunteers to lead walks during May next year. C Hunt declared an interest in this item as he had involvement in the current year's walk.

#### 9. **Boundary Committee Review Response**

The Chairman had provided a report to Members ahead of the meeting, summarising information and views. He stated that in his opinion a response should be made by the Parish Council ahead of the deadline. Broad agreement was expressed in favour of the Suffolk Preservation Society's response in that there was no compelling argument for change. However, out of the options put forward from the Boundary Committee, the consensus was in favour of a Unitary Council for the whole of Suffolk. Following detailed discussion, it was agreed for the Chairman and Clerk to put together a response letter. This should make it clear that the timescales have not allowed proper participation and that the Council were not convinced that this level of change was necessary, however, out of the options put forward by the Boundary Committee, the Parish Council favours a "One Suffolk" Unitary Council. The letter should provide detailed reasons drawn from the Chairman's Report supporting this stance – **Action Chairman and Clerk**.

#### 10. **Highways**

It was agreed to defer the discussion on fishing places along Fen Street to the October meeting – **Action Ms Knight and Clerk**. The Chairman confirmed that a response has been received from County Highways regarding the bus stop markings on Bear Street. It was agreed for the Clerk to provide County Highways with more detailed information on where the markings should be drawn – **Action Clerk**. The Clerk then reported that contact has been made from Alan Baker at Babergh District Council regarding consideration of parking around the surgery. He has requested a site meeting. It was agreed to arrange such a meeting with attendance from the Chairman and Vice Chairman, keeping the Surgery informed of developments – **Action Clerk**. Mrs Sparrow reported the poor resurfacing on Horksley Road and Court Street. She confirmed the surface is still uneven and understands that the cheapest surface was used. She believed that on the entrance to the Village, a better surface could have been provided. It was agreed to write to County Highways accordingly – **Action Clerk**.

#### 11. **Footpaths**

R Spencer reported uneven flagstones on the pavement leading from Constable House in Bear Street to the school. He recently observed a young boy falling flat on his face after tripping on the uneven surface. It was agreed for the Clerk to report to County Highways – **Action Clerk**. It was reported that pot holes seemed to have worsened on the driveway leading to the Burial Ground. This driveway is owned by the Diocese and the driveway may have deteriorated as a result of contractors vehicles during the construction of the new Playgroup Building. The Project Team had indicated that a photographic survey was to be carried out before construction. It was agreed for the Clerk to write to the Surveyors for the Diocese asking whether the photographic survey was carried out and expressing concern that the state of the driveway may have worsened due to construction vehicles – **Action Clerk**. A report was made of a drain cover being lifted outside Nags Corner. It was agreed to report to County Highways accordingly – **Action Clerk**. The Chairman confirmed that the Clerk has applied for footpath 10 to be diverted as agreed at last meeting. The Clerk confirmed that a form has been received for this purpose which will be completed as soon as possible – **Action Clerk**.

#### 12. **Planning**

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

##### **B/0800835/FUL/GC – The Willows, Wiston Road.**

Babergh District Council confirmed that permission has been refused to erect a 2 storey side extension to existing stores and stables. This is due to policies that require new developments to safeguard the character and appearance of the Dedham Vale Area of Outstanding Natural Beauty, maintain local distinctiveness and provide high quality design. Babergh Council also cited that new developments in the countryside must be essential for

the efficient operation of agriculture, forestry, horticulture and appropriate outdoor recreation so as to safe guard landscape quality and character. They did not consider this condition to be met.

**B/08/00876/FHA/GC – 13 Harpers Estate.**

Babergh District Council confirmed permission has been refused to erect a rear conservatory and first floor side extension. They considered that the proposal by virtue of its design, massing, scale and form would have a harmful impact on the character of the area and host dwelling and the street scene. Further, it would have a harmful impact on neighbouring residents by way of overlooking.

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

Babergh District Council confirmed that permission has been granted for continued use of property as residential dwelling house.

**B/07/00915/FUL/JW – 4 Church Mews, High Street.**

Babergh District Council confirmed that permission has been granted for continued use of premises as Class B1 (offices) as amended by applicants letter dated 8<sup>th</sup> November 2007.

**B/08/01165/FHA/LM – 14 High Street.**

Babergh District Council confirmed permission has been granted to insert a glazed lantern roof light.

**B/08/01044/FHA/AS – 106 Bear Street.**

Babergh District Council confirmed permission has been granted to erect a rear conservatory.

**B/08/01166/LBC/LM – 14 High Street.**

Babergh District Council confirmed that listed building consent has been granted in respect of the glazed lantern roof light.

**B/08/00916/FHA/AS – Radleys Cottage, Campian Lane.**

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

**B/08/01113/FUL/GC – Ricklands Farm, Wiston Road.**

Babergh District Council confirmed that permission has been granted to erect 2 agricultural buildings to house and support existing sheep flock.

**B/07/00615/FHA/LJB – Farthing Hall, Wiston Road.**

Babergh District Council confirmed that permission has been granted to erect a 2 storey side extension as amended by revised site plan 3565/03A.

**B/08/00073/ENF – Goodys Farm, Bures Road.**

Babergh enforcement confirmed that there has been no breach of planning control regarding the stationing of a mobile home.

**2) B/08/01044/FHA – 106 Bear Street.**

The Parish Council had no objection to this application to erect a rear conservatory. Observations were made that the proposed conservatory is in a different position to the demolished one and this new location lies to the rear of the property, more adjacent to the river and the Parish Council suggested that the Environment Agency should be involved in this consultation. This application was dealt with between meetings to comply with the deadline.

3) **B/08/01166/LBC – 14 High Street.**

The Parish Council had no objection to this application to insert a glazed lantern roof light with new supporting roof timbers and new felt. This application was dealt with between meetings to comply with the deadline.

4) **B/08/01066/FHA – 32 Heycroft Way.**

The Parish Council had no objection to this application to erect a detached garden building. This application was dealt with between meetings to comply with the deadline.

13. **Streetlighting**

The Chairman referred to the Clerk's paper regarding the expense of repairing certain street lights to comply with the G39 regulation. Some discussion resulted on the priority of the relevant units. C Hunt proposed that units 68 (0/S 27 Fen Street) and unit 65 (junction of Church and Newlands Lane) are repaired subject to the half year review of budget showing funds to be available. This proposal was seconded by Mrs George but failed to be carried due to insufficient votes. It was therefore agreed to include as an Agenda item at the October meeting – **Action Clerk**. C Hunt went onto report issues with Suffolk County Council lights on Harpers Estate. It was agreed for C Hunt to advise the Clerk of their relevant column numbers and a note of each issue – **Action C Hunt**.

14. **Burial Ground**

The Chairman duly authorised an application for additional inscription on a memorial in the Burial Ground.

15. **Recreation Grounds & Open Spaces**

The Chairman confirmed that the inspection report on the playground has been received. The Clerk advised that she has requested quotations in respect of the necessary defects. The Clerk confirmed that there were no items in need of immediate attention before further use. It was agreed that the Clerk can instruct the most competitive contractor providing the cost falls within budget – **Action Clerk**. The seat at Caley Green was reported to be in a damaged state. It was agreed to instruct a contractor to repair the seat – **Action Clerk**. It was further agreed for the Clerk to organise for the remaining seats to be oiled as part of the program already agreed – **Action Clerk**.

16. **Allotments**

It was agreed for the Clerk to issue a similar letter to last year regarding collection of the rent. This encourages Allotment Holders to keep their plots in good order.

17. **East of England Regional Assembly Consultation**

It was agreed not to issue a formal response from the Parish Council.

**The meeting closed at 10.05 pm**