

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

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

1. **Public Forum**

No matters were raised by the public in attendance.

2. **Report by District Councillor**

District Councillor Richard Cave reported on Babergh District Council's achievements against their 10 year Strategic Plan. Their 5 priority areas included quality homes, becoming a greener district, sustainable economy and vibrant places and strong communities. Their Affordable Housing target is being met and they are on target for the Decent Homes Standard by 2010. Their budget has increased to adapt homes for disabled people. The recycling percentage has increased to 40% and they now operate a joint waste contract. They have improved their response times in respect of abandoned vehicles. He reported a mixed performance in dealing with planning applications due to the turnover of staff. Planning application numbers have been reducing, so it is hoped the current staffing levels will provide a better service. Crime is down by 4% and violent crime by 14%. However, domestic burglaries have increased. They are committed to a new leisure facility at Hadleigh to compensate for the eventual closure of the swimming pool. They have been active in saving phone boxes and in the development of outreach post office arrangements. They have increased funding to Sudbury Citizens Advice Bureau to assist with debt advice during the economic turn down. They are supportive of employers in the District and recognise that tourism is a one billion pound industry in the area. C Hunt asked whether the reported issue of waste recycling has affected Babergh's operation. R Cave advised that the contractors must take away the recycling rubbish until their contract ends. The Chairman asked whether R Cave could revisit consideration of glass recycling in the village. R Cave agreed to investigate further – **Action R Cave**.

3. **Apologies for Absence**

Apologies were received from Mrs Sparrow due to a personal commitment.

4. **Minutes of Previous Meeting**

Acceptance of the minutes of the meeting held on 12th November 2008 were proposed by Mrs Fuller, seconded by Mrs Mimpriss and unanimously carried. The minutes for the finance working party meeting held on 8th December 2008 were proposed as an accurate record by the Chairman, seconded by Mrs George and duly carried.

5. **Housing Needs**

Mrs Fuller reported on the meeting held on 3rd December 2008 regarding the Wiston Road Exception site. She confirmed that the Planner from Babergh District Council, Graham Chamberlain, attended. He was responsive to the suggestions made by Parish Council members. Consideration was given to the boundary fence, heating system, rendering to break up the brick work and the type of lighting that may be suitable. The architect is now working on revised plans to be ready for the January meeting. Attention was also given to a potential footpath from the development to the A134. In the meeting it was suggested that the Parish Council make contact with County Councillor Selwyn Pryor to gain his support to this proposal. Following discussion, it was agreed for the Clerk to write to S Pryor accordingly – **Action Clerk**. Although the land has not been acquired as yet, Flagship is optimistic that this transaction will be agreed before long. Oxbury and Co are organising a sustainability assessment for further consideration at next meeting. Mrs Fuller reported that following the meeting she attended Harpers Estate with Mrs Ayers from Flagship Housing to examine the fencing. Mrs Ayers accepted that the fencing was incorrect and the architect attended and took photographs of the garden.

6. **Village Hall**

Following receipt of the Clerk's letter, A Gowen has had an informal discussion with the Chairman. He is proceeding to investigate the potential of a legally drawn up Trust Fund. Mrs Knox reported that the work to install new fire doors was still in progress, so the invoice will not be forthcoming at this stage. She went onto confirm that Mr Mitcham has agreed to continue as second Licence Holder in relation to the Licensing Act for the Village Hall. There is nothing in the constitution of the Village Hall Management Committee to prevent Mr

Mitcham continuing on the committee even though he has moved away from the village. Therefore, the status quo has been resumed.

7. **Finance Report**

The Clerk confirmed the cash position as at 28th November 2008 as £1000.00 in the Community Account, £18628.40 in the linked Deposit Account and £9037.10 in the Capital Investment Fund Reserve Account making a total of £28665.50. The minutes of the working party finance meeting had been circulated to members together with the precept calculation sheet. The Chairman confirmed the purpose of the meeting was to recommend a Precept for the next financial year. The Chairman summarised the areas discussed at the meeting and confirmed the recommendation by the working party was to request a precept of £31,900.00 representing an increase of 2.9% since last year. C Hunt congratulated the working party on their work in putting together a budget for next year. The Chairman thanked the Clerk for her part in the preparation of the budget and the 48 hour turnaround of the minutes in preparation for the full Parish Council meeting. The merits of increasing the precept further to establish a more healthy working reserve was touched upon. However, views were expressed that it would be prudent to minimise the increase this year. When the questioning and comments were exhausted, the Chairman recommended a precept of £31,900.00 for the Financial Year ending 31st March 2010. This was seconded by C Hunt and unanimously carried.

8. **Accounts for Payment**

The following cheques were approved for payment. An abstention from C Hunt was noted due to a pecuniary interest: -

DK Hattrell (Clerk's Salary).....	£656.89
Inland Revenue Only (Clerk's Deductions and ERS NIC).....	£206.90
Suffolk County Council (Clerk's Pension)	£181.32
Roy A Mortimer (Grass Cutting)	£399.50
C Hunt (Conference Expenses).....	£55.90

9. **Street Lighting**

The Clerk confirmed that following her challenge of the revised quotes in respect of street lights 65 and 68, Suffolk County Council have agreed to honour the quotes provided earlier in the year. The Clerk reported that consideration needs to be given regarding unit 65 on the corner of Newlands Lane and Church Lane. There is potential for light spill from the new light and a rear baffle could be installed to minimise the problem. The Clerk confirmed she has asked Suffolk County Council for the cost of the rear baffle. C Hunt indicated he would be willing to attend a site meeting if required and it was agreed to seek a photograph of the proposed light for further consideration – **Action Clerk**. Mrs Mimpriss believed the Parish Council should be careful before agreeing to any further street lighting in the village due to the considerable cost involved. She went on to indicate that low level lighting may be more suitable at the proposed Wiston Road Exception Site. Ms Knight confirmed that some villages opt not to have street lighting. The Chairman reported that the resident in Bear Street whose tree was obstructing the street light has indicated that the work has been completed. Mrs George disagreed and will inspect again with a view to taking photographs – **Action Mrs George**. C Hunt reported a further light to be out in Bear Street (unit 39) and that it is obstructed by trees. R Spencer confirmed the light on the entrance to Wiston Road is still not working – **Action Clerk to report both lights to Suffolk County Council**.

10. **Correspondence**

The correspondence report had been circulated to members ahead of the meeting and key areas were discussed. The Clerk read from an email from PCSO Amanda Coleman giving her apologies and an update. She confirmed that Hadleigh South and Hadleigh North were now renamed Hadleigh Rural and the villages covered included Aldham, Elmsett, Kersey, Layham, Nayland with Wissington, Nedging with Naughton, Polstead, Semer, Shelley, Stoke by Nayland and Whatfield. The email contact for the team is babergheast.snt@suffolk.pnn.police.uk. One crime has been reported since our last meeting on 12th November 2008. This was a burglary in Wissington Road over night between 17th and 18th November and has been detected. Reports of heating oil thefts are increasing in the Babergh area and they are asking people to be vigilant at all times of the day and night looking out for large types of vans, flatbed trucks etc. There has been reports in other areas that estate sized vehicles are carrying large drums in the rear of the vehicles (removing the rear seats) to carry oil. The Chairman read from the October police report showing 3 reported crimes in the village. One related to driving a vehicle with excess alcohol on the A134 which was pending. Another was a theft from a motor vehicle in Bear Street and finally a burglary of power tools from Wiston Road. Attention then turned to the Freedom of Information New Model Publication Scheme. The Chairman confirmed that by

law the current scheme expires on 31st December. Mrs George confirmed she has reviewed the new scheme details and proposed this council adopts the New Model Publication Scheme. This was seconded by Mrs Knox and unanimously carried. It was agreed for the Clerk to issue a draft of the template for the Publication Scheme in time for the January meeting – **Action Clerk.**

11. Code of Conduct for Local Authority Members and Employees

This consultation was circulated to members ahead of the meeting. Broad agreement was reached on all of the questions in the consultation with the exception of question 2. That related to the definition of a criminal offence. Some members believed the definition should include a list of offences. However, following discussion it was proposed that the wording in the consultation was appropriate. Five members were in favour of the wording in the consultation and 4 members were against. Therefore this Council supported the consultation in its entirety.

12. Draft Fire Action Plan Consultation 2009/10

C Hunt made the point that the proposal to install water sprinkler systems into new developments could prove costly in respect of Affordable Housing. Following further discussion, the Chairman proposed for C Hunt and the Clerk to respond to the Consultation along the above lines – **Action C Hunt and Clerk.**

13. Highways

The Chairman reported on a site meeting between himself, C Hunt and Karen Smith from Suffolk County Council Transport and Environment. He confirmed that consideration was given to advisory road markings to discourage parking opposite Stour House in Court Street and similar markings on Bear Street opposite the driveway to the recreation ground. Consideration was also given to congestion around the Doctors Surgery. Following discussion, C Hunt proposed agreement to the road markings opposite Stour House. This was seconded by the Chairman and unanimously carried. Discussion turned to the request on Bear Street. At the time of the inspection, the dropped kerb leading to the resident's property was not blocked. It was also noted that whilst the area was heavily congested due to the school pick up time, none of the dropped kerbs were blocked. It was therefore agreed not to pursue additional road markings at this location in Bear Street. The Chairman then read from an email from Suffolk County Council regarding road markings at the Bear Street bus shelter and opposite. Following discussion, it was proposed by C Hunt that the bus boxes are marked on the road, however, that no pole is to be installed on the north side. This was seconded by the Chairman and carried with 2 abstentions. During the site meeting the dangers of parking directly on the junction to Harpers Estate was witnessed. Mrs Smith had commented that the small grass areas near the surgery would yield little gain to off street parking compared to the cost. However, she did advise the possibility of installing double yellow lines to prevent parking within 20 metres of the junction. C Hunt proposed agreement to this suggestion. This was seconded by Ms Knight and carried with 5 in favour, 1 against and 2 abstentions. A point will need to be clarified as to whether the intention is to put double yellow lines on both sides of the junction and if this is the case the Chairman proposed agreement which was carried with 5 in favour and 3 abstentions. Mrs George complained about the quality of the surfacing on Gravel Hill. She also confirmed that the surfacing was carried out and shortly after, the road was dug up again by the Highways Authority and reinstated in an even worse state. The Chairman proposed that we complain again to County Highways and pass the comments made by Mrs George with the complaint. It was also agreed that the complaint should refer to the surfacing in Court Street and Horkesley Road and a copy should be forwarded to S Pryor – **Action Clerk.** Mrs Knox reported that a public spirited parishioner is clearing rubbish from the ditch along side Candy Lane. It was agreed to review the village litter picking at the January meeting – **Action Clerk.**

Mrs Fuller proposed a 30 minute extension of time.

14. Footpaths

The Chairman read a letter from the West Area Rights of Way Office at Suffolk County Council regarding annual surface clearance of public rights of way. This involved reviewing the priority paths for the cutting schedule of 2 cuts per year. C Hunt and Mrs Knox volunteered to review the footpaths. Mrs Sparrow may also wish to assist, however, was not at the meeting concerned. The category one paths includes the following:

Footpaths	From	To	Length
FP4	North Edge of Playing Field	114M North	114
FP10	Junction FP9	River Stour	322
FP12	Unclassified Road	Campion Lane	1456
FP24	Horkesley Road	Parish Boundary	653
FP5	River Stour	FP9	184

It was agreed to include as an agenda item at the January meeting – **Action Clerk**. Mrs Knox reported a problem with the by way at Dead Lane. She confirmed it is getting into a state which may be due to a four wheel drive car being driven along it. She was trying to monitor the situation and it was agreed to advise the Right of Way Officer accordingly – **Action Clerk**.

15. Planning

1) **Decisions received**

B/08/01503/FUL/GC – Rush Banks Farm Caravan Site

Babergh District Council confirmed that permission has been refused as a result of a net gain of 6 caravans would be contrary to policies EN11 of the Babergh District Local Plan and WAT4 of the East of England Plan. The proposal by virtue of its location, the high risk of the proposed use (caravans) and lack of acceptable mitigation would result in the occupants of the site being exposed to an unacceptable flood risk, contrary to aforementioned policies. It was also deemed contrary to policies CR02 and RE09 of the Local Plan Policy ECON14 of the Suffolk Structure Plan and National Guidance in Planning Policy Statement 7 which all require new development to have no adverse impact on the high quality landscape and cultural heritage of the Dedham Vale AONB. Further policies were sited including RE12 and RE09 of the Local Plan, Policy E6 of the East of England Plan and National Guidance in PPS1, PPS7 and The Good Practice Guide in Planning for Tourism, which require new development, including camping and caravanning sites, to demonstrate that there would be no adverse impact on road safety, that there would be good access to main roads and that the location would result in a sustainable form of development.

2) **Advance Notice – Consultation to Follow**

The Clerk read from a letter from Babergh District Council giving advance notice of the preparation of Supplementary Planning Documents (SPD) on the subject of Affordable Housing. Broadly speaking, these policies are aimed at seeking Affordable Housing contributions from developers/applicants in particular circumstances. The main aspects such as the amount of Affordable Housing that can be negotiated, site size thresholds and setting out when Affordable Housing can be sought are dealt with in the defined Local Plan policies themselves. The SPD will provide the detail of how the District Council will go about implementing policies. The consultation starts on 16th December and ends on 29th January. It was agreed to circulate the consultation papers once received to each member for comments. It will form an agenda item at the January meeting – **Action Clerk**.

3) **B/08/01376/FUL – Former Pig Fattening Unit at Harpers Hill Farm**

The Parish Council objected to this application and emphasised the need to consider the parking requirement at the Piggeries B8 Storage facility and not the adjacent Waste Transfer Site. It was cited that this application fails to supply evidence to reconcile the economic or business need reflected in LP policy EM20 or PPS7 with LP policy CRO1, that aims to ensure that any proposal pays attention to the form and nature of the adjacent developments and environment surrounding the site as well as CRO2 aimed at protecting the AONB. Because of this the Parish Council believed the application should fail.

4) **B/08/01670/FUL – 93 Bear Street and 28 Harpers Estate**

This application was in respect of change of use from dwelling to Doctors Surgery and extension of existing surgery car park at the above locations. The Parish Council had no objections to the change of use, however, before planning permission is granted they would like to see further details including the screening and lighting scheme.

16. Burial Ground

The memorial application in memory of the late Rita Maria Kenmore was duly approved – **Action Clerk**.

17. Recreation Grounds & Open Spaces

No items were raised.

18. Allotments

R Spencer confirmed that Mr Finch is keen to take over the recently vacated allotment. It was agreed to await a response from the previous tenant. A deadline had been given of 31st December 2008.

The meeting closed at 10.10 pm