

MINUTES OF AN ORDINARY MEETING OF NAYLAND WITH WISSINGTON PARISH  
COUNCIL HELD ON WEDNESDAY, 8th JULY 2009, AT 7.30 PM IN THE VILLAGE HALL  
NAYLAND

Present: G Battye (Chairman), Mrs R Knox, C Hunt, Mrs P Fuller, Mrs W Sparrow, Mrs M George, Ms A Knight, Mrs E Mimpriss, Mrs D Hattrell (Clerk), R Cave (District Councillor), J Finch (County Councillor) and Mrs P Bray (for the Press).

1. **Public Form**

No matters were raised.

2. **District Council Report**

District Councillor R Cave spoke of the results of the National Place Survey in which Babergh District Council was placed favourably compared to other Suffolk Districts. They were placed second (out of Suffolk District) with 51.6% of the proportion of residents satisfied with the way the Council runs things and they were placed first at 37.3% for the proportion that think the Council provides value for money. Mrs Mimpriss commented that although Babergh District Council was well placed in comparison to other councils, the results were not particularly good. R Cave went on to discuss "Choice based lettings". He confirmed it was the combined efforts of seven local councils and applicants would be banded from A to E, with band A representing the most needy applicants. C Hunt and other members were keen to ensure that local people were given preference for affordable homes in the village. R Cave confirmed that the 106 agreement should require local people to benefit from the housing. It was agreed for members to familiarise themselves with the new "Choice based letting" scheme and raise any implications at the next Parish Council meeting – **Action All and Clerk to include on the agenda.** Mrs Knox questioned R Cave on the explanation of changes to planning laws. She has researched on the Babergh website and found the issue very complicated. R Cave advised that he believed it was left for officers to interpret the new rules, so this may have led to the lack of clarity. R Cave agreed to follow up with Babergh Council to establish whether clearer criteria could be provided – **Action R Cave.** R Cave concluded by advising that it is fairly quiet at Babergh Council presently and there has been a decrease in the number of planning applications. Everyone at Babergh Council were awaiting the announcement on Local Government Review anticipated for 15<sup>th</sup> July.

3. **Apologies for Absence**

Were received from R Spencer due to holiday and PCSO Amanda Coleman.

4. **Minutes of Previous Meeting**

Approval of the minutes of the meeting held on 10<sup>th</sup> June 2009 was proposed by C Hunt, seconded by Mrs Fuller and carried with 6 votes in favour and 2 abstentions due to absence at the previous meeting. The minutes were duly signed by the Chairman.

5. **Recreation and Open Spaces**

A message had been left from R Spencer that he has made enquiries into a potential fence for the playground and has requested a cost indication. This should be available for the August meeting. Mrs Sparrow spoke of a potential design for the fencing and confirmed that she had been working with R Spencer in this regard. Mrs Sparrow then went on to state her concern as to the condition of the notice board on the playground. It was agreed for Mrs Sparrow to note all the items currently covered by the notice board. Other members should report to the Clerk as to what they would like to see on the noticeboard in good time before next meeting – **Action All.** Mrs Sparrow then spoke of the shrubs that were planted at the recreation ground. The temporary fencing needs to be removed and the area may need some weeding. It was agreed to ask our regular contractors to take away and dispose of the fencing which has no current value – **Action Clerk.** Attention then turned to the risk assessment. Mrs Mimpriss volunteered to collate all the details from the 2008 risk assessment and consider the risk assessment procedures ahead of the August Parish Council meeting – **Action Mrs Mimpriss.** It was agreed for the Clerk to provide all the necessary paperwork to Mrs Mimpriss – **Action Clerk.** Consideration was then given to potential bag dispensers for use at dog bins. The Clerk had enquired with Bures Parish Council and details of the supplier of the dispensers had been provided. The Clerk at Bures St Mary had confirmed that they no longer have a dog fouling problem in Bures. The implication is that the bag dispensers were successful. They have added the replenishing of bags to their grounds maintenance contract. Following discussion C Hunt suggested that we establish the cost of one bag dispenser to be sited the bus stop end of Caley's Green. Subject to the cost, this could be trialled at one location – **Action Clerk to establish cost.**

## 6. Highways

The Chairman explained the history of the employment of a litter picking contractor in the village. Originally, Babergh District Council contributed to the cost. More recently the Wiston litter was added and now has been agreed for 3 times a year. The Chairman urged members to consider a fresh approach. Following discussion, Mrs Mimpriss agreed to prepare an assessment ahead of a full Council working party meeting now scheduled for Thursday 8<sup>th</sup> October at New Maltings at 7.30 pm. It was agreed for the Clerk to provide the following details to Mrs Mimpriss:- The check list, details of the pay given to Mr Rose, the costs of the Wiston Road litter pick, details of budget and the current quote per hour – **Action Mrs Mimpriss and Clerk**. Attention then turned to litter bins. It was reported that the Caleys Green bin is no longer emptied and the Chairman did not believe it to be fit for purpose. The Nayland Heights bin is in the same category and Mrs Sparrow reported a bin missing by the school. It was agreed to consider the provision of litter bins as part of the review of litter picking in the village. Mrs George explained her meeting with Roy Mortimer Horticultural Contractors regarding sweeping of Socket Alley and other potential areas in the village. It was then reported that County Councillor James Finch had some success with the County Council regarding the filling of pot holes. He is currently working to resolve the re-surfacing issue. From his enquiries, it was a bad specification that coincided with an early October frost resulting in rapid deterioration of the condition of the surfacing. In those circumstances, the contractor cannot be blamed and the situation will be resolved by completely removing the surface of the road and re-applying it. County Councillor James Finch has a meeting planned with J Boucher before the end of the month to start building a working relationship. Comments were made that the Stoke Road horse shoe has recently been surfaced without consultation with the Parish Council and due adherence to village priorities. Finally, it was confirmed that the Parish Council's request for a sign on the approach to Anchor Bridge indicating that traffic could be in the middle of the road is being considered by Suffolk County Council officers.

## 7. Suffolk County Council Report

County Councillor James Finch thanked everyone for the confidence they had shown by electing him as County Councillor. He confirmed he will do his best to represent the Parish Council to the leaders of the County Council. He reminded members that he was here to represent the overall views of all constituents – whatever their political persuasion – and at the same time to provide feedback from the Council and their officers to all his constituents. From first impressions he believes Suffolk County Council is a very well run organisation with some excellent staff. They have achieved 4 star status, but there are still many challenges to face in this difficult economic climate. He also advised that he has a lot to learn to represent everyone effectively. He reminded members of the aims of the County Council agreed in December 2008 which are as follows:-

- 1) A strong and dynamic jobs market
- 2) Transform learning and skills in Suffolk
- 3) Protect vulnerable people – young and old – and reduce inequalities
- 4) Be the greenest county
- 5) Deliver great services at exceptional value
- 6) Get the best out of the Local Government Review for the people of Suffolk

These priorities form the back bone of a new key corporate document called “The Suffolk Story”. This sets out and explains the priorities in detail. It places them in the wider context of the community strategy and communicates precisely what is important to the County Council as they help lead Suffolk through the recession and face the uncertainties of the Local Government Review. He maintained that it is essential to remain focused on continuing to provide strong community leadership and high quality, value for money services at a price people can afford. This is all the more important during the current recession, as more and more people turn to them for help. “The Suffolk Story” will give a clear focus in this regard. He offered to provide a formal presentation later in the year. Finally, he confirmed he was here to listen to local priorities and help oil the wheels to enable achievement of local aims where the County Council can help. Some ways he can achieve this is through committees that he has joined. He will chair the Environmental, Waste Management and Economic Development Scrutiny Committee and be a member of the Children, Schools and Young People's Services Scrutiny Committee. Representing a rural area, he is also pleased to be involved in the Education Transport Appeals Committee. In summary he is looking to represent the people of the Stour Valley to achieve what they expect from the County Council. He suggested he would be happy to receive copies of all correspondence with the County Council officers to help ensure we get a satisfactory service. The Clerk advised that in the past a better service had been achieved on selected problem cases when officers could see the County Councillor had received a copy. However, the Clerk was concerned that if everything was copied as standard procedure, the impact could reduce.

## 8. Housing Needs

The Chairman read from a report from Jenny Spilman, Business Development Manager at Flagship Housing Group. She confirmed that Graham Chamberlain has stated that officers will have delegated authority to determine the application for the proposed Wiston Road development as long as there were no objections. Babergh have received a letter with concerns being raised over the use of the white weather board and also the use of pan tiles. Mr Chamberlain has asked the Architect, to remove the weather boarding from the plans and suggested we use red/brown plain tiles. She attached the updated plans for our information. The legals are progressing although at a slow pace, historical matters with the land ownership means the transfer is not straight forward and it will take longer to acquire the site. However, Flagship's solicitors are working very closely with the land owner's solicitors to ensure there is no undue delay. As she has confirmed in the past, Flagship Housing Group are prepared to make a £10,000 contribution to the construction of the footpath. She understands we are in correspondence with Suffolk County Council and confirmed that Babergh are doing the same. At present, she was unsure how the £10,000 contribution was to be paid and whether it was to be linked to the section 106 agreement. The section 106 agreement is being drafted at present. She confirmed she will endeavour to keep us updated as matters progress. The potential changes to the design were discussed. Mrs Fuller made the point that the Conservation Officer at Babergh Council had originally requested the white weather boarding. C Hunt referred to the minutes of 24<sup>th</sup> April of the working party. He proposed that we respond to the correspondence from Flagship Housing confirming that this council is not wanting to delay the application, however, would draw their attention to the minutes of 24<sup>th</sup> April under the wall finishes heading. Could Mrs Spilman confirm that the changes proposed have been discussed and approved by the Babergh District Council Conservation Officer? The Chairman proposed an amendment to C Hunt's proposal to repeat the proposal but add a further communication to Babergh District Council seeking their answer to the same point. The amended proposal was seconded by Mrs George and unanimously carried – **Action Clerk**. The Clerk then explained her enquiries to establish funders for the proposed pavement in Wiston Road. Unfortunately, the Babergh Capital Fund has been allocated for this financial year and many funders would not consider this type of project. The Clerk had approached County Councillor James Finch who was making enquiries into a "Quality of Life" fund that is allocated to County Councillors. He has formally put forward the Wiston Road proposal and has a meeting on 23<sup>rd</sup> July to take this forward. County Highways have confirmed that providing the balance of £10000 could be raised, they could proceed using the rural pavements budget within this financial year. It was agreed to await the outcome of the meeting on 23<sup>rd</sup> July.

Mrs Fuller requested a 30 minute extension.

## 9. Village Hall

Mrs Knox reported that she was absent from the last Village Hall Management Committee meeting. However, she questioned whether a "Priority List" would be acceptable in answer to the Parish Council's request for details of future plans. She advised that children are climbing onto the roof and urged everyone to make parents aware of the obvious dangers. A notice is to be provided in Community Times. The police have been approached. It was agreed for the Parish Council also to alert the police – **Action Clerk**. Following brief discussion, it was agreed that a "Priority List" would be acceptable to the Parish Council.

## 10. Finance Report

The Clerk confirmed the cash position as at 30<sup>th</sup> June 2009 as £1000.00 in the current account, £20274.71 in the linked deposit account and £7738.42 in the Capital Investment Fund making a total of £29,013.13. Attention turned to the Internal Audit Report. Copies had been provided to all members. Mrs Mimpriss, who was absent from the previous meeting, commented that it was a very good audit report and reflects good, thorough work by the Clerk. The Chairman reported that the cheque numbers are now included in the minutes and the Clerk had enquired with our insurers to increase the Fidelity Guarantee sum insured. This has now been increased to £37,000 with no additional premium required for the remainder of the term. It was agreed to include a review of both sets of standing orders and financial risk assessment as an agenda item at the next meeting – **Action Clerk**. The first quarter budget review was then handed to members showing income at 51% of budget and overall expenditure at 22% of budget at this point in the year. All agreed there were no areas of concern.

## 11. Accounts for payment

DK Hattrell (clerk's salary for June – cheque number 400173).....	639.87
Inland Revenue Only (clerk's deductions and ERS NIC – cheque number 400174) .....	212.27
Suffolk County Council (clerks pension – cheque number 400175).....	199.05
Roy A Mortimer (grass cutting and sweeping – cheque number 400176) .....	493.35
LJ Campen (village hall grass –cheque number 400177) .....	218.50

LAC Cleaning Contractors (Wiston litter pick – cheque number 400178) .....	54.63
Anglian Water (allotment water – cheque 400179) .....	33.11
Nayland Village Hall (hall hire – cheque 400180) .....	67.50
Office Needs (stationery – cheque number 400181) .....	39.19
Chilton Office Supplies (photocopies and stationery – cheque 400182) .....	7.25
S Carter (bus shelter clean – cheque 400183) .....	20.00

The above cheques were approved for payment.

## 12. Correspondence

The correspondence report had been circulated ahead of the meeting and key areas were discussed. The Chairman read from an email from PCSO Amanda Coleman confirming that her new colleague PCSO Katherine Kimble will no longer be taking up the post. PCSO Amanda Coleman had apologised for her lack of attendance at Parish Council meetings and confirmed she should soon be back to full duties. The Chairman then read from the Police Report for May in which 2 crimes were recorded. One related to a theft of a trailer from Harpers Estate and the other a theft of cash from a machine on Bear Street. Further details of the Local Government Review were included in the circulation envelope and it was agreed to pass the information relating to the disposal of unused paint provided by Babergh District Council to Community Times – **Action Clerk**. The Chairman then went through the items allocated for circulation to members including Clerk's and Councils Direct (July 2009), The Babergh Year Book, Charity Commission News and the HM Revenue and Customs Employers Bulletin (June 2009).

## 13. Whole Council Training

The Chairman asked members to consider any items that should be included in a training program for members. Mrs Mimpriss suggested that we take up the offer from James Finch to present County Council information to the Parish Council. This was agreed. Mrs George suggested the planning changes be incorporated. It was agreed to investigate the above 2 areas – **Action Chairman and Clerk**.

## 14. Footpaths

It was agreed to chase the progress regarding diverting footpath 10 at Wiston Mill – **Action Clerk**. A member reported that K Verlander from Suffolk County Council had inspected the stile near Rushbanks. This was in relation to changes resulting in dogs being unable to get through. The Clerk advised that she has not heard further from K Verlander in relation to Mrs George's report of issues around footpath 3 including the missing signpost at Gravel Hill. It was agreed for the Clerk to chase K Verlander on these 2 items – **Action Clerk**. The Clerk reported that subject to budget at Suffolk County Council, footpath 11 will be returned to the cutting schedule and scheduled for the second cut which starts in the middle of August.

## 15. Planning

### (i) **B/09/00654/FHA – Wissington Grove, Bures Road**

This application was dealt with between meetings to comply with the deadline. The Parish Council had no objections to the application to erect a 2 storey front extension.

### (ii) **B/09/00608/FHA – Stourfields, 42 Stoke Road**

This application was dealt with between meetings to comply with the deadline. The Parish Council had no objections to the erection of a rear timber framed orangery.

### (iii) **B/09/00644/FHA – 21 Stoke Road**

This application was dealt with between meetings to comply with the deadline. The Parish Council had no objections to the erection of a double garage.

### (iv) **B/09/00683/FHA – Grove House, Bures Road**

The Parish Council considered the application for a single storey side extension at the above address. Following discussion C Hunt proposed this council objects as the application fails to satisfy policy HS05 of the Local Plan in that the out-building is significantly different to the original structure and not sympathetic in scale, mass, materials and architectural detail to the character of surrounding development. The proposed development was also considered to be over-development of a prominent site that would not be in keeping with its surroundings. This proposal was seconded by Mrs Sparrow and carried with 6 votes in favour and 2 against.

**(v) Local Development Framework – Issues and Options Document**

It was agreed that Parish Council members were not ready to provide feedback to Babergh Council at this stage in the consultation. The document will continue to be circulated ahead of a future consultation on the subject planned for later in the year.

16. **Streetlighting**

The Clerk reported that the owners of properties where street light units 59 and 60 are located have agreed for the work to be carried out. Suffolk County Council officers were therefore progressing matters.

17. **Burial Ground**

The Chairman reported that the work at the lych gate is being carried out by Babergh District Council. The memorial application in memory of Margaret Somervell was duly approved.

18. **Allotments**

Members were reminded that the allotment competition judging was to take place the following day. Mrs Sparrow will meet with the judge. Mrs Sparrow asked for the Clerk to report to the Allotment Sub-Committee only if there has been a change in expenditure since last year regarding a rent review for the forthcoming year – **Action Clerk if required.**

**The meeting closed at 10.15 p.m.**