

MINUTES OF AN ORDINARY MEETING OF NAYLAND WITH WISSINGTON PARISH
COUNCIL HELD ON WEDNESDAY, 10th JUNE 2009, AT 7.30 PM IN THE VILLAGE HALL
NAYLAND

Present: G Battye (Chairman), Mrs R Knox, C Hunt, R Spencer, Mrs P Fuller, Mrs W Sparrow, Mrs M George,
Mrs D Hattrell (Clerk), Mrs P Bray (for the Press).

1. **Public Form**

No matters were raised.

2. **District Council Report**

District Councillor R Cave was unable to attend and no report was provided.

3. **Apologies for Absence**

Were received from Mrs E Mimpriss due to a business commitment, Ms A Knight due to a personal
commitment, District Councillor R Cave due to another meeting and PCSO Amanda Coleman due to another
commitment.

4. **Minutes of Previous Meeting**

Approval of the minutes of the meeting held on 13th May 2009 was proposed by Mrs Fuller, seconded by Mrs
Knox and carried with 1 abstention due to their absence at the previous meeting. The minutes were duly signed
by the Chairman.

5. **Housing Needs**

Attention first went to the planning application

B/09/00583/FUL - proposed Wiston Road Affordable Housing development.

Following in depth discussion regarding visibility of cars exiting the development, the fact that there was no
mention of a lighting scheme and also that houses were to be clad in white finished board, a proposal was made
by C Hunt.

He proposed no objections to the application. However, 2 points were to be drawn to the attention of the
planners. These included: -

- consideration of setting back the front tree on the western boundary to aid visibility for exiting vehicles
and at the same time allow the vehicles to be seen by oncoming traffic.
- there was no mention of a lighting scheme for the development. This council would like to ensure that
if such a scheme was devised it included low emission, low level and low light pollution lighting.

This proposal was seconded by Mrs Fuller and unanimously carried.

C Hunt suggested that when the application goes to committee that a representative from the Parish Council
attends to speak in favour of the development for 3 minutes, this was agreed – **Action Clerk to advise
Flagship and seek the date of the committee meeting when responding to Babergh District Council.**

Attention then turned to the proposed footpath from the development to Nags Corner. The Chairman read from
correspondence from John Goodyear, Suffolk County Council and confirmed that there were 2 possible
schemes. A points system is allocated giving priority. Option 2 was costed at £25,000 and did not provide
kerbs or drainage. Option 1, however, did provide kerbs and drainage gullies at £39,000. Following in depth
discussion Mrs Knox proposed this council intends to pursue option 1 in principle. This was seconded by R
Spencer and carried with 6 votes in favour and 1 against. It was agreed to communicate this decision to John
Goodyear, Suffolk County Council – **Action Clerk.** It was agreed for the Clerk to identify possible funders for
this scheme – **Action Clerk.**

The Clerk then advised that a response has been received from Tracey Brinkley, Housing Enabling Officer at
Babergh District Council regarding our request for information on the Choice Based Letting scheme. She has
offered to supply booklets and is intending to do a piece for Community Times around the time the contractors
start on site. It was agreed to obtain the booklet and further details can be found on the following web link
<http://www.babergh.gov.uk/babergh/home/housing+and+rent/housing+register/choice+based+lettings/>

6. **Village Hall**

Mrs Knox reported that the endowment fund for long term investment in the hall will be administered by the
Village Hall Management Committee and the Community Council. They acknowledge that the Parish Council
hold a separate fund for future investment in the hall. The floor will be in need of replacing before long and
other large areas of expenditure are foreseeable in the medium term. The day to day maintenance is ongoing.
They are applying for digital cinema equipment. The Chairman asked the Village Hall Management Committee

to share their plans for future expenditure over the short term, medium term (5 years) and long term (10 years). This will assist the Parish Council Finance Committee when allocating future Capital Investment Funds for the Village Hall.

7. Finance Report

The Clerk confirmed the cash position as at 29th May 2009 as £1000.00 in the current account, £22559.24 in the linked deposit account and £7725.10 in the Capital Investment Fund making a total of £31,284.34.

The Chairman reported on the Internal Audit Report compiled by Suffolk Association of Local Councils. He confirmed that all areas were satisfactory with 3 recommendations for the future. They included updating Standing Orders and Financial Regulations, increasing the level of Fidelity Guarantee insurance and including cheque numbers in the minutes. It was agreed for the Clerk to provide copies of the full Internal Audit report to members ahead of next meeting – **Action Clerk**. The Clerk confirmed that she was pleased with the comprehensive review carried out by the internal auditor confirming satisfactory and robust financial management. Attention then turned to the External Audit submission. Copies had been circulated to members ahead of the meeting. The Chairman proposed agreement with the submission. This was seconded by Mrs Fuller and unanimously carried. The Chairman and Clerk duly signed the External Audit form.

8. Accounts for payment

Suffolk County Council (Street Light Repairs – cheque number 400167)	1264.54
Roy A Mortimer (Grass Cutting and Cemetery Work – cheque number 400168)	1091.35
DK Hattrell (Clerks Salary for May – cheque number 400169).....	651.16
Inland Revenue Only (Clerks deductions and ERS NIC – cheque number 400170)	211.87
Suffolk County Council (Clerks pension – cheque number 400171).....	199.05
Suffolk Association of Local Councils (Internal Audit Fee – cheque number 400172)	184.00

The above cheques were approved for payment subject to confirmation from C Hunt that the new light on the junction of Church Lane and Newlands Lane is now working.

9. Correspondence

The correspondence report had been circulated ahead of the meeting and key areas were discussed. The Clerk confirmed the County Council election results in that James Finch, the Conservative Party candidate was elected following 1416 votes. Bryn Hurren, Liberal Democrats candidate gained the nearest number of votes at 1371. It was agreed to congratulate James Finch on his election and confirm that members are looking forward to working with him – **Action Clerk**. The Chairman agreed to write to the outgoing County Councillor, Selwyn Pryor to thank him for all his support over the years – **Action Chairman**. The Chairman read an email from Mrs Carver asking for the Parish Council to remind residents not to dispose of garden rubbish in the river. It was agreed for the Clerk to contact Jon Hipkin at the Environment Agency for further details to enable an article to be placed in Community Times – **Action Clerk**. The Chairman then read an email from Karl Rolfe, the Babergh District Commander for Suffolk Fire Service. He had responded to the concern raised at our recent Annual Parish Assembly. He confirmed that during April the Nayland crew were called out 4 times and attended on all 4 occasions. He reassured members that there are a total of 11 fire fighters currently employed at Nayland which is a full compliment, something they have worked hard to achieve and have not enjoyed for many years previously. There is a full compliment of 3 supervisory managers. It was agreed to acknowledge the email from K Rolfe and confirm that members are reassured by his response. The Chairman read from an email enquiry requesting historical details and photographs of Parkers Way. The note was passed to Mrs Sparrow to action – **Action Mrs Sparrow**. The Chairman read the police report showing 2 crimes recorded in the parish during April. These included theft from motor vehicle on Court Street where fishing equipment was stolen and a theft of cash from Bear Street. The Clerk confirmed that PCSO Amanda Coleman sent her apologies and provided details of crimes reported since our last meeting. There was a theft from telephone box on Bear Street which remains undetected and theft from other building at the Estate Agents in the High Street. Enquiries are ongoing. She introduced a new colleague, PCSO Katherine Kimble who will be looking after our parish along with Layham, Polstead, Stoke by Nayland and Shelley. She is currently completing her final weeks of training and will be on patrol in her villages before long. Finally, the Chairman read from an email from Mrs Carver relating to proposed dredging works of the River Stour/ Mill Lade for spring 2010. The plan is to pipe the silt into the meadow. The Environment Agency has calculated around 400 cubic metres of silt is to be removed. It was agreed to encourage Jon Hipkin from the Environment Agency to keep the Parish Council closely appraised – **Action Clerk**.

10. **Footpaths**

It was agreed to chase Kevin Verlander, Right of Way Officer at Suffolk County Council, with regard to the report of footpath sign knocked down at Gravel Hill. The original email was forwarded to him on 2nd April 2009 – **Action Clerk**. The Chairman reported that Babergh District Council has been asked to proceed with the diversion at Wiston Mill. The interim arrangements have been requested from Suffolk County Council whilst they undertake repairs to the bridge. The Chairman then read an email from Mr Alexander expressing concern of the change to the cutting regime by Suffolk County Council of the footpath running from Wiston Road up the Eastern boundary of Little Bulmer Farm. It was noted by members that when the priority list of footpath maintenance was forwarded from Suffolk County Council, it was not made clear that any paths were removed from their present cutting regime. It was agreed for Mrs Knox to check the path and provide comments to the Clerk to enable a report to be made to Suffolk County Council – **Action Mrs Knox**.

11. **Planning**

(i) **Decisions received**

B/09/00565/TPO/DP – Park House, Wisington Uplands

Babergh District Council confirmed that approval has been granted to remove 2 dead lime and 2 dead pine trees, remove deadwood and crown reduce lime by up to 15%, remove declining pine opposite boundary oak tree, crown thin by up to 15% and crown reduce by up to 20% all holm oak trees.

B/08/01522/FHA/BEL – 58 Bear Street

Babergh District Council confirmed permission has been refused to erect a single storey rear extension at 58 Bear Street. The following reasons were given:-

The proposal was contrary to policies CN08 and HS33 of the Babergh Local Plan which seek to ensure that extensions to residential properties preserve and enhance the character of the conservation area and result in sufficient space remaining available to park vehicles in the curtilage of the dwelling. The proposed extension erode the existing parking and turning area to the rear of the property, thereby resulting in insufficient parking space within the curtilage of the property to serve the extended dwelling. The loss of this parking space would exacerbate the need for on street parking where there is already significant pressure for such parking provision on the road, to the detriment of the character of the conservation area and highway safety.

B/09/00078/FHA/AS – 6 Harpers Estate

Babergh District Council confirmed permission has been granted to construct new vehicular access.

(ii) **B/09/00565/TPO – Park House, Wisington Uplands**

The Parish Council had no objections to the felling of 2 pine trees and 2 lime trees and pruning a holm oak and lime tree at the above address.

(iii) **Changes to the Permitted Development Regime**

The Chairman read a letter from N J Ward, Chief Planning Control Officer at Babergh District Council. He confirmed the Town and Country Planning (general permitted development) Order, insofar as it relates to domestic extensions and alterations was amended in 2008. In summary:

- 1) The previous cubic content based calculations for extensions have been replaced by an impact based approach.
- 2) The rules governing the roof additions and alterations have changed.
- 3) The provisions relating to porches remain the same as they did before.
- 4) The class relating to garden sheds and swimming pool covers has changed.
- 5) Hard surfaces are permitted providing the paved area is no more than 5 square metres (unless it is made of porous materials).
- 6) A new class has been introduced relating to flues and chimneys.
- 7) The restrictions that used to apply to the installation of solar and photovoltaic panels have been amended.

They do not have a leaflet explaining these changes, however, the planning portal website at <http://www.planningportal.gov.uk> is an interactive tool that illustrates all the main provisions.

(iv) **Explanation from Babergh Council regarding the decision to allow timber landing stage and toilet block at Rushbanks Farm Caravan Site.**

The Chairman read from the decision that fully described the site and listed the relevant policies. It was noted that the Parish Council's comments was not included with the decision. In summary the reasons for granting

permission were that the planning authority did not consider there would be any harm to the area of outstanding natural beauty, the countryside, water quality, flood risk or neighbour amenity. They concluded that the development therefore complies with the Development Plan and the Babergh Local Plan.

(v) **B/09/00504/FHA – 13 Harpers Estate**

C Hunt declared an interest and left the room.

Nayland with Wissington Parish Council objected to the application to erect a 2 storey side extension, a rear conservatory, front porch and insert two rear dormer windows at the above address.

This was due to

- the overbearing nature of the proposal,
- proximity to neighbouring properties and
- over-looking from a higher level resulting in loss of amenity to the neighbours.

This motion was formally proposed by Mrs George, seconded by Mrs Fuller and unanimously carried.

C Hunt re-entered the room.

(vi) **Local Development Framework Issues and Options Document**

The Clerk explained that the original was not received so it was agreed to circulate as speedily as possible.

12. **Streetlighting**

The Clerk reported that following emails to the technician at Suffolk County Council responsible for G39 street lighting issues, she telephoned to obtain full details. He has explained over the telephone the work that is required. It was agreed for the Clerk to issue letters to the owners of properties where street light units 59 and 60 are located. The Clerk confirmed that Mr Jones from Suffolk County Council has offered to visit the residents of the properties to agree exactly where the cabling should run – **Action Clerk to issue the letters.**

13. **Member Training**

The Chairman asked members to consider whether whole council training would be beneficial. He invited members to suggest topics for inclusion if this was the case. It was agreed to include as an agenda item for the July meeting – **Action Clerk.**

14. **Burial Ground**

The Chairman confirmed that the maintenance required around the lych gate entrance to the Old Burial Ground has been reported to Babergh District Council. He also confirmed that the adjacent property owners to the New Burial Ground gave permission for access by contractors to complete necessary repairs. C Hunt reported that the full Burial Sub-Committee will meet and then report back on proposed revised burial charges – **Action Burial Sub-Committee.**

15. **Recreation Grounds and Open Spaces**

R Spencer reported a considerable dog mess problem in the village. He advised that Bures has bag dispensers available at dog bins. Office needs have offered to sponsor some dispensers. It was agreed for the Clerk to speak to the Clerk at Bures to ask whether the bag dispensers have helped the situation – **Action Clerk.** Discussion followed regarding the number of rats close to the river. No agreement was reached regarding potential resolution. The Chairman advised that consideration should be given to better provision of waste bins on Caleys Green and near the bus shelter on Harpers Estate. He believed the current bins were not fit for purpose. It was also noted that the bin near the school has been missing for some time. R Spencer confirmed that consideration is ongoing regarding the fencing for the play area. He wondered whether speaking to some contractors would assist at this stage. In any event, it was agreed to include higher up the agenda for the July meeting – **Action Clerk.** A request has been received for some weeding ahead of open gardens on Sunday. The consensus was that there was insufficient time to organise. M George raised the poor condition of socket alley with fallen leaves and debris needing urgent clearance. It was agreed for the Clerk to put Roy A Mortimer Contractors in touch with Mrs George to arrange for some urgent clearance – **Action Clerk and Mrs George.**

16. **Highways**

There was nothing to report.

17. **Allotments**

The Clerk confirmed that the Allotment Competition judging will take place on Thursday 9th July at 10.00 am. Mrs Sparrow agreed to meet with the judge – **Action Mrs Sparrow.** Mrs Knox confirmed that she could be on standby if Mrs Sparrow could not make it.

The meeting closed at 10.10 p.m.