

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 11th March 2009, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: G Battye (Chairman), Mrs George, Mrs Knox, Mrs Mimpriss, R Spencer, Mrs Fuller, Mrs Sparrow, Mrs Hattrell (Clerk) and Mrs Bray (for the Press).

1. **Public Forum**

No matters were raised by the member of public in attendance.

2. **Report by District Councillor**

District Councillor Richard Cave sent his apologies due to sickness.

3. **Apologies for Absence**

Apologies were received from Ms Knight due to holiday and C Hunt due to sickness.

4. **Minutes of Previous Meeting**

Acceptance of the minutes of the meeting held on 11th February 2009 were proposed by Mrs Fuller, seconded by Mrs Knox and carried with one abstention.

5. **Housing Needs**

Mrs Fuller explained that the working party met regarding the proposed Wiston Road development on 24th February. Both the Planner and Enabling Officer from Babergh Council were present. Further revised drawings were provided incorporating requirements from the Babergh Council Conservation Department, Chief Planning Officer and Planning Officer. Mrs Fuller explained that the public display will not take place until a legal agreement is established regarding transfer of the land (subject to planning permission). The solicitors appointed by Flagship Housing are ready to proceed and are waiting on a newly appointed solicitor by the land owner. The Clerk confirmed she has provisionally booked the Village Hall for Wednesday 22nd April from 2.30 pm to 7.00 pm for the public display. It was agreed for the Clerk to obtain the most up to date drawings from the project managers and circulate to members ahead of the April meeting – **Action Clerk**. It was also agreed to progress matters regarding a potential footpath from the development to the A134 – **Action Clerk**. The Vice Chairman offered to be put in touch with Sarah Hall at Suffolk County Council on the subject – **Action Clerk**. It was also agreed for the Clerk to establish from Flagship Housing the extent of their financial contribution towards this proposed footpath – **Action Clerk**.

6. **Village Hall**

Mrs Knox reported that the Committee have followed up complaints made at their Annual General Meeting. They met at 6.00 pm before the start of their ordinary meeting. They are considering the extent of clearing that is necessary and Mrs Bannister is arranging to meet with the Probation Service to seek some assistance. The Digital Cinema is scheduled for 3rd April and 27th April. There is a Village Lunch organised for 29th April with a speaker from the air ambulance.

7. **Finance Report**

The Clerk confirmed the cash position as at 27th February 2009 as £1000.00 in the Community Account, £13575.15 in the linked Deposit Account and £7725.10 in the Capital Investment Fund Reserve Account making a total of £22300.25. The Clerk confirmed that the Locality Budget contribution of £1424.33 has been agreed towards the cost of a new street lighting column and lantern for the junction of Newlands Lane and Church Lane. Details of the section 106 recreation contributions were circulated to members ahead of the meeting. Discussion followed regarding the use of these funds to fence the playground. Other ideas were to consider expenditure for the outside area near the Village Hall or additional seating at Caleys Green. It was agreed to include as an Agenda Item for the April meeting and for the Clerk to seek confirmation from Babergh Council of the deadline in respect of these funds – **Action All and Clerk**. Attention then turned to the External Audit for year ending 31st March 2008. The Clerk confirmed that on the basis of their review, the External Auditors confirmed that in their opinion the information contained in the Annual Return was in accordance with the audit commission's requirements and no matters have come to attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting their opinion were drawn to the Council's attention. This related to the answer given in respect of Section 2 Trust Funds. It has been confirmed that as the Parish Council is not the sole trustee of charities and the answer that should have

been given is not applicable. This point was noted by Council accordingly. The Chairman took the opportunity to thank the Clerk for her preparation of the Accounts and Audit forms.

8. Accounts for Payment

The following cheques were approved for payment:-

Suffolk County Council (Street Light Power & Maintenance)	£1069.13
DK Hattrell (Clerk's Salary).....	£627.47
Inland Revenue Only (Clerk's Deductions and ERS NIC).....	£206.90
Suffolk County Council (Clerk's Pension)	£181.32
Anglia Inspection Services Ltd (Playground Repairs)	£420.00
BDO Stoy Hayward LLP (External Audit)	£385.25
Babergh District Council (Bus Shelter Rent)	£1.00

9. Street Lighting

It was reported that the Chairman has produced a spreadsheet that can be adapted for our needs. R Spencer advised that Unit 43 in Bear Street is now working intermittently and it was agreed for the Clerk to report the fault to Suffolk County Council – **Action Clerk**. It was also agreed to issue a reminder to the owner of the tree obstructing Unit 43 to seek cooperation in removing the obstructing branch – **Action Clerk**. The Clerk reported that Suffolk Association of Local Councils is arranging to meet with EDF and Suffolk County Council on 6th April. They are hoping to resolve many of the issues around street lighting and G39 compliance. They have asked Town and Parish Councils to contribute details of issues that they can raise at the meeting – **Action Clerk**. The Clerk confirmed that 4 out of 35 units are currently not working – 11%. The longest outstanding fault is with Unit 73 at Wiston Road which was originally authorised on 4th January 2008. The Clerk reported that once the 4 units that are not working presently have been resolved, we will have just over 50% of our total with G39 compliance issues. Gradually, as these units develop faults, adaption work can be considered reducing the future liability. Members then went onto consider the quotations for units 59 and 60 in Court Street and the High Street respectively. The Clerk reported that the permanent solution suggested by Suffolk County Council was for Carrillion to supply and install new mini feeder pillar (complete with secondary isolator) at ground level underneath existing street lighting unit and supply and fit new surface mounted cable between new feeder pillar and existing street lighting lantern at £344.32 per unit. Additionally, EDF Energy could carry out same day disconnection of existing electricity supply and reconnection into new feeder pillar at £631.00 per unit. Together with the admin fee this brings a total of £1072.85 plus VAT per lighting unit. The Clerk reminded the meeting that the budget for 2009/10 for Capital Expenditure on street lighting was £3000.00. Following consideration the Chairman proposed we go ahead in accordance with the quotation. This was seconded by Mrs George and unanimously carried. It was agreed for the Clerk to authorise Suffolk County Council on the understanding that both householders are in agreement to the proposed work – **Action Clerk**.

10. Correspondence

The Chairman discussed the items in the circulation envelope and asked that particular attention is paid to the literature regarding the single payment scheme for the allotment field. R Spencer agreed to review this item and therefore took the circulation envelope first – **Action R Spencer**. The Chairman read from a letter from Jeremy Pembroke, Leader of Suffolk County Council, advising of the change in timetable for the Boundary Committee's proposals. He confirmed that, the Boundary Committee will be consulting on further draft proposals from 19th March until 14th May. He strongly encouraged responses to these further proposals. The Chairman asked that the previous consultation details be circulated at the same time – **Action Clerk**.

11. Highways

Mrs Mimpriss praised the prompt response to our reports of pot holes in Bures Road. It was agreed to thank County Highways accordingly – **Action Clerk**. Mrs George advised that a further manhole has been partially covered with tarmac approximately half way along Gravel Hill. It was agreed for the Clerk to report this matter to County Highways – **Action Clerk**. The Chairman read correspondence from Mrs Smith, County Highways, regarding the proposed double yellow lines at the Harpers Estate junction with Bear Street. She clarified that the proposal would be from the new bus stop marking and then in front of the doctors surgery on Bear Street. It will be necessary to extend the lines to the garages and access to the Doctor's Surgery on the side road. She asked whether Suffolk Police had been consulted. The Clerk has passed details to PCSO Amanda Coleman and is awaiting a response. It was agreed to chase Suffolk Police on this matter – **Action Clerk**. The Chairman reported that a letter has been copied to the Parish Council from the Nayland with Wissington Conservation Society complaining about the road surfacing. Mrs George reported that a further house in Birch Street has been hit by a lorry going towards the A134. The Chairman reported other incidents occurring at that junction recently involving heavy goods vehicles and causing congestion.

12. Footpaths

The Clerk confirmed that she has telephoned Babergh District Council and confirmed they can proceed with the diversion of footpath 10 at Wiston Mill. The officer at Babergh needed to take some further measurement and a letter should be forthcoming before long. Mrs Knox suggested that an article is not put in Community Times regarding the use of Dead Lane by a four wheel drive vehicle. The Traffic Control Order will end shortly and will not apply again until later in the year. It was agreed for Mrs Knox to raise again in the autumn – **Action Mrs Knox.**

13. Planning

1) **Decisions received**

B/08/01769/FHA/AS – 2 Larch Grove

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

B/08/01901/FHA/BEL – 5 Fen Street

Babergh District Council has refused permission including listed building consent to erect a 2 storey rear extension and single storey garden room (demolition of existing rear lean-to structure). This is due to the proposed extension to this grade II listed building not composing well with the host dwelling and in the opinion of the planning authority would form an undesirable addition to the listed building. The proposed scheme is considered detrimental to the character and contrary to provisions PPG15 and the Babergh local plan. Additionally, the absence of a satisfactory flood risk assessment leads the planning authority to consider that the proposal would be unreasonably exposed to flooding to the detriment of the health and amenity of its occupiers.

B/08/01924/FHA/LM – 8 Wiston Road

Babergh Council confirmed that permission has been granted to erect a first floor rear extension.

B/08/01905/FHA/AS – 60 Bear Street

Babergh Council confirmed that permission has been granted to erect a single storey rear extension, replacement of rear pitched roof and insertion of 1 window to side elevation.

2) **B/08/01769/FHA – 2 Larch Grove**

This application was considered between meetings to comply with the deadline. The Parish Council had no objections. The internal adaptations would be subject to building regulations and this council noted that there is only a single door separation between kitchen and bathroom.

3) **B/08/01522/FHA – 58 Bear Street**

The Parish Council still objected to the application to erect a single storey rear extension to the property notwithstanding the parking statement. This council felt that condition 9 of the permission for B/01/00470 should be enforced. That is in the interest of road safety vehicle access be provided in accordance with drawing 1691/P01 (A) and retained in the approved form. This council is fully aware of congestion, parking issues and highways safety concerns in this part of the village. They do not agree there is ample parking immediately opposite in Parkers Way. The original plan to construct a property of this size at 58 Bear Street was only passed with the above stipulated condition. Therefore, the Parish Council object to the proposed extension due to the subsequent reduction in the area for off road parking to the rear of the property.

4) **B/09/00148/FUL – Rushbanks Farm Caravan Site**

Following discussion the Parish Council agreed a response on the following lines. With regard to the landing stage they objected to the application in its present form until full consideration is given and documented by the Environment Agency. They also believed the size to be inappropriate for the location and that a small landing stage for single canoes would be more suitable. With regard to the toilet block, they objected to the siting and nature of the toilet block until full assessments are made and documented by the Environment Agency on the flood risk and in relation to pollution.

5) **B/09/00078/FHA – 6 Harpers Estate**

The Parish Council had no objections to the construction of a new vehicular access at the above property.

6) **090231 – Redevelopment of Land to Form a Heritage and Conservation Centre at The Chantry, The Chantry Lodge Hillside and Nursery Site**

The Clerk reported that the Planning Officer has allowed an extension to 17th April to respond to this application. The Chairman showed members the 2 large boxes of documentation and it was agreed to arrange a separate meeting on 23rd March to examine the documents in detail. Ahead of that meeting the Chairman and Vice Chairman will review the entire paperwork and distribute sections to individual members to review. Additionally, the summary will be circulated. It was agreed to arrange a larger venue for the April Parish Council meeting to allow public to raise any concerns in the public forum.

Mrs Fuller proposed a 30 minute extension.

14. **Burial Ground**

Mrs George asked for the item on Burial Fees to be deferred until the April meeting – **Action Clerk to include on the Agenda.** The Chairman outlined the request for additional inscription in respect of the memorial for the late Evelyn Stribling. This was duly approved – **Action Clerk to reply accordingly.** Mrs George advised that she has carried out a litter pick in the cemetery and was concerned with the amount of alcohol bottles, plastic bottles and smoking equipment found. She examined the area behind the Vicarage and damage to the fence has been noted. Additionally, soil is being heaped on the fence which will no doubt contribute to the damage. It was agreed for the Clerk to approach contractors to repair the fence and clear some vegetation on the boundary with the old burial ground. Mrs George agreed to meet with relevant contractors – **Action Clerk.** The Clerk confirmed an email has been received from a resident backing onto the cemetery. He confirmed that work to cut back overhanging branches will commence over the next couple of weeks and he offered to dispose of overhanging branches if the Parish Council desired. It was agreed to take him up on this offer – **Action Clerk.**

15. **Recreation Grounds & Open Spaces**

R Spencer was concerned that swings were missing in the playground. This could have been during the repair works, so he will check again and confirm again to the Clerk if a theft has occurred – **Action R Spencer.** The Chairman read from the safety report confirming no immediate problems were identified. The only item to keep under careful observation is the multi climbing frame that is starting to deteriorate – **Action All.** Members reminded that the benches will need oiling. The Clerk confirmed that she has been unsuccessful in contacting the previous contractor, so will obtain alternative quotes – **Action Clerk.**

16. **Allotments**

The Allotment Committee members confirmed they had nothing further to report.

17. **Annual Parish Assembly**

Whilst it was considered that members of the public may raise certain current issues, it was decided not to have a specific theme or guest speaker this year. The Clerk agreed to work on the leaflets accordingly – **Action Clerk.**

The meeting closed at 9.55pm