

MINUTES OF AN ORDINARY MEETING OF NAYLAND WITH WISSINGTON PARISH  
COUNCIL HELD ON WEDNESDAY, 11<sup>th</sup> NOVEMBER 2009, AT 7.30 PM IN THE VILLAGE  
HALL NAYLAND

Present: G Battye (Chairman), Mrs R Knox, C Hunt, Mrs M George, Mrs W Sparrow, Mrs E Mimpriss, Mrs P Fuller, Ms A Knight, Mrs D Hattrell (Clerk), Mrs P Bray (for the press) and 3 members of the public.

1. **Public Form**

Michael and Susanne Cullen had attended to object to the potential siting of a bottle bank in Horkesley Road. Michael Cullen explained that he originally had a telephone conversation with the District Council Officer, Susannah Cole and as a result of that conversation he was under the impression that the proposed location would not be taken forward. They were therefore surprised to hear that the matter had gone before the Parish Council. The Chairman took the opportunity to explain the discussion and outcome of the previous meeting in which a working party was formed to investigate all the possible locations for bottle banks in the village. He confirmed that a report of the working party's recommendations would be considered later in the meeting.

2. **Apologies**

Were received from R Spencer due to holiday, County Councillor James Finch due to another meeting and District Councillor Richard Cave due to a family bereavement.

3. **Minutes of Previous Meeting**

Approval of the minutes of the meeting held on 14<sup>th</sup> October 2009 was proposed by Mrs E Mimpriss, seconded by Mrs P Fuller and carried with 1 abstention due to their absence at the meeting concerned.

4. **Highways**

The Chairman read a letter from Karen Smith at the Highway Network Improvements Team at Suffolk County Council. She was seeking formal approval of the prohibition of waiting to be introduced at the junction of Bear Street with Harpers Estate. Members took the opportunity to view the plan showing where the double yellow lines would be located. C Hunt confirmed it was in accordance with the working party's recommendations. The Chairman proposed acceptance of the proposal. This was seconded by Mrs Fuller and unanimously carried – **Action Clerk to advise County Highways**. Mrs Mimpriss made a point that in view of the Schools Organisation Review and the specific plans to expand Nayland Primary School the traffic issues at school drop off and pick up times could only worsen. It was agreed to respond to the Schools Organisation Review alerting them to the current and potential difficulties – **Action Clerk**. The Chairman referred to correspondence from County Councillor James Finch confirming that the Highways Authority has now agreed to the closure of the exit from the A12 onto the B1068 to Higham and the west of the valley. He also confirmed that the Cuckoo Farm A12 roundabout works are scheduled to start at the end of the month. County Councillor J Finch has reminded that the County Council agreed to review the whole lorry movements plan for the area in the context of this new roundabout. The Chairman then read from a memorandum from Suffolk County Council regarding a temporary road closure of what they described as Jane Walker Road. Mrs Knox confirmed that the road in question was Cawley Road. It was agreed for the Clerk to inform County Highways to ensure that their notice was corrected – **Action Clerk**. The closure is required from 25<sup>th</sup> January to 14<sup>th</sup> March 2010 for carriage way repair work. It was reported that debris of an aluminium window is by the roadside on the north side of Bures Road just past New Maltings. The name plate for Champions Hill is still missing and in need of replacement and the Ash Rise name plate has been damaged by impact and is in need of repair. It was agreed for the Clerk to report all of the matters to Babergh Council – **Action Clerk**. Attention then turned to the potential bottle bank and the Chairman read from the working party's recommendation produced by R Spencer. The working party had met on 4<sup>th</sup> November and noted that all local sites have the potential for objection in one way or another and the latest site would affect the least number of households. R Spencer had attended a meeting at Transition Nayland and it was noted that a private contractor was being approached who could potentially collect glass from doorsteps and this may be self funding. In the circumstances, the working party proposed that the bottle bank issue should be delayed until this scheme has been fully researched. Following discussion, it was agreed to accept the recommendations from the working party. A point was then raised that householders were allowing shrubs to encroach the pavements and also block street lights. It was agreed to put a public notice in Community Times seeking co-operation from parishioners – **Action Clerk**. Mrs Sparrow reminded regarding the request to County Highways to consider a sign to be located near the duck sign warning of traffic in the middle of the road on Anchor Bridge. It was agreed for Clerk to remind County Highways – **Action Clerk**. C Hunt suggested that the redundant sign outside the White Hart could be relocated to avoid the need for a new sign. This was agreed. Attention then turned to the street cleaning and litter picking specification for next

financial year. Mrs George explained that she has been liaising with the contractor carrying out the trial litter picking in the village. This has been operating in accordance with the original list of areas and 2 man hours per week was being contracted. There has been a recent request to temporarily increase the hours to 3 per week until the, leaf fall has been cleared. This was agreed. It was commented that some flexibility should be built into next year's budget to allow for slight variations to cope with seasonal matters. Mrs Mimpriss asked for contact details for the contractor responsible for the Wiston litter picks. This was agreed – **Action Clerk**. The Chairman asked for Star Alley to be added to the street cleaning specification.

#### 5. Recreation and Open Spaces

The Chairman reported on the Tree Field Analysis carried out when a working party of Parish Council representatives met with tree specialist, John Moore. The Chairman gave an outline of the report and suggested he carries out some work in tabulating the results to enable work to be prioritised. This was agreed. Attention then turned to the draft Deed of Easement for temporary parking access and laying a water pipe at the Recreation ground. Members had received a copy of the draft Deed of Easement ahead of the meeting and agreed that all areas were covered. The Chairman proposed the draft be approved and the signing of the actual Deed of Easement to be delegated to any 2 councillors. This was seconded by Mrs Mimpriss and unanimously carried. The Chairman confirmed that progress has been made regarding the poop scoop bag dispenser. The Clerk advised that Office Needs will sponsor the dispenser and post. Delivery will be arranged to Roy Mortimer Contractors who will then install on Caley Green. C Hunt volunteered to liaise with R Mortimer Contractors over the precise positioning of the bag dispenser. Office Needs will arrange a transfer label indicating the equipment has been donated by themselves – **Action Clerk to place the order and communicate with R Mortimer Contractors accordingly**. The Chairman confirmed that he has been considering the type of litter bin to be put on Caley Green. Mrs Sparrow asked for the bin that is missing outside the school to be replaced as soon as possible. This formed a proposal by Mrs Sparrow which was seconded by Mrs Knox and carried with 2 abstentions. It was agreed for the Chairman to consider which bins to purchase – **Action Chairman**. Mrs Sparrow then reported on a meeting with Farrens Contractors regarding a potential picket fence to be installed around the playground equipment. She reported on a positive meeting which also involved R Spencer and it was agreed for Farrens Construction to consider further and confirm in writing to the Clerk.

#### 6. Housing Needs

The Chairman read the email from Tracey Brinkley, Housing Enabling Officer at Babergh District Council confirming the up to date position regarding the planning application for the Wiston Road development. She had confirmed that the Development Control Section had met and agreed following the objection from Nayland Flying Club, a Noise Impact Assessment would be necessary. As soon as the Assessment has been carried out, it will be reported back to Committee. The urgency has been stressed. It was agreed for the Clerk to contact Babergh Planning to ask for timescales in respect of this process – **Action Clerk**. It was also agreed for the Clerk to inform County Councillor James Finch of the situation and that sadly we might be unable to meet his deadline for potential funding towards the footpath in this financial year – **Action Clerk**.

#### 7. Village Hall

Mrs Knox reported that the oil tank that was anticipated to last another year is now leaking. They had previously received a cost indication of £2,000, however, with the new regulations, this is anticipated to rise. She asked whether the Parish Council would consider making a contribution out of the Capital Investment Fund. Mrs Mimpriss proposed that the Parish Council would consider an application, from the Village Hall Management Committee, for a contribution towards the oil tank. This was seconded by C Hunt and unanimously carried. It was agreed for Mrs Knox to provide further details and for it to form an agenda item at the December meeting – **Action Mrs Knox and Clerk**. Attention then turned to a potential pedestrian route marked with white lining along the drive to the Village Hall. C Hunt had reviewed the matter and provided details for consideration by the Village Hall Management Committee. Subject to views from the Village Hall Management Committee, it was agreed to obtain quotations for the work.

#### 8. Finance Report

The Clerk confirmed the cash position as at 30<sup>th</sup> October 2009 as £1000.00 in the current account, £25763.03 in the linked deposit account and £9242.10 in the Capital Investment Fund making a total of £36005.13. Ideas for the County Council Locality Budget were then discussed. Following discussion, the Chairman proposed that the budget be put to capital expenditure on street lighting. This was seconded by Mrs Mimpriss and carried with 1 abstention – **Action Clerk**. Mrs George then directed a discussion around the Financial Regulations. These had been forwarded to members ahead of the meeting. The variable areas on the most up to date standard regulations were examined and amended. Mrs George agreed to update the form and provide to the Clerk – **Action Mrs George**. Subject to the amendments, Mrs George proposed that the financial regulations be

adopted. Mrs Knox seconded the proposal and it was unanimously carried. The Chairman confirmed that he together with the Vice Chairman was reviewing the Standing Orders. He suggested a meeting to be held in January to finalise the Standing Orders and consider any improvements to the way the Council operates and interacts with the public. The meeting was set for Wednesday 20<sup>th</sup> January at 7.30 pm at New Maltings – **Action All.**

#### 9. Accounts for payment

Suffolk County Council (G39 Street light repairs – cheque number 400209).....	680.80
DK Hattrell (Clerk’s salary – cheque number 400210).....	671.02
Inland Revenue Only (Clerk’s deductions and ERS NIC – cheque number 400211) .....	214.09
Suffolk County Council (Clerk’s pension – cheque number 400212).....	201.05
Roy A Mortimer (Grass cutting/sweeping/horse watering – cheque number 400213).....	384.10
John Moore Tree Services (Pre-risk assessment – cheque number 400214) .....	94.90
Suffolk County Council (Adaptions to High St & Court St lights – cheque number 400215)....	586.12

The above cheques were approved for payment.

#### 10. Correspondence

The correspondence report had been circulated ahead of the meeting and key areas were discussed. A letter had been received from British Telecom inviting the adoption of red telephone kiosk. The one is question is located in Wiston and it was agreed that the Parish Council did not wish to adopt the kiosk. The Chairman then read a note from Mrs Carver relating to the hedge between the allotment field and Little Lye Meadow. The hedge was planted in the late 1980’s on the parish side and the tubes protecting the plants were never removed after the hedge grew. The Dedham Vale project were helping to carry out the work in 2002, however, this did not occur. Mrs Carver asked whether the Parish Council were happy for her to carry on liaising with the Dedham Vale project in this regard. Members agreed. Attention then turned to the pylons project. A request has been received from the Chattisham and Hintlesham Parish Council regarding supporting the proposal to underground all new and existing cables. The Chairman referred to the various information to weigh up before reaching a decision. The Clerk advised that there is a disc in the circulation envelope providing further details on each of the proposed routes. The Clerk explained the consultation process. The first stage of consultation ends at the end of February 2010 and based on the feedback, National Grid will choose their preferred route. Thereafter, all detailed Environmental Impact Assessment and route alignment will only occur on their preferred route. All this information will eventually be provided to the Infrastructure Planning Commission to decide. It was agreed to include as an agenda item at the January meeting – **Action Clerk.**

#### 11. Footpaths

Mrs George reported that one of the stiles on footpath 3 is completely rotten and potentially dangerous. That is located behind the scout hut. It was agreed to remind K Verlander the Right of Way Officer at Suffolk Council accordingly – **Action Clerk.** The Chairman reported that the diversion order has been completed in respect of the Wiston Mill diversion.

#### 12. Planning

##### i). **The following decisions were advised by the Planning Authority:-**

##### **B/09/01078/TCA – Alston Court, 2 Court Street.**

Babergh Council confirmed that work can proceed to reduce and shape 2 holly trees, 3 yew trees and 2 diseased horse chestnut trees.

##### **B/09/01181/TCA – Stourfields, 42 Stoke Road.**

Babergh Council confirmed work can proceed to reduce a horse chestnut tree.

##### **Certificate of Lawful Use at the Willows, Wiston Road.**

Babergh Council have issued a certificate of lawful use or development in respect of Class B1 – office and light industrial use at land adjacent to the Willows in Wiston Road.

##### **B/09/01083/FHA/GC – Wissngton Grove, Bures Road.**

Babergh Council confirmed permission has been granted to erect a single storey front extension (existing porch extension to be demolished).

##### ii). **B/09/01181/TCA – Stourfields, 42 Stoke Road.**

This application was considered between meetings to comply with the deadline. The Parish Council had no objections to the proposed work to balance an oak tree and cut back to behind previous pruning points chestnut tree at the above address.

**iii). B/09/01078/TCA – Alston Court, 2 Court Street.**

This application was considered between meetings to comply with the deadline. The Parish Council had no objections to the maintenance work on the yews, holly and horse chestnut at the above address.

**iv). B/09/01156/FUL/7/LBC – White Hart, 11 High Street.**

Following detailed discussion the following comments were agreed with 5 votes in favour and 3 against:-

The Parish Council had no objection in principle to the change of use and alterations subject to the following stipulated conditions and amendments:

1. The flats remain in the same ownership with the business premises and are not allowed to be sold separately.
2. That the design is adapted to prevent a flat encroaching the original part of the premises and therefore preserving the integrity of the historical building.

Provided these stipulations and are amendments are made, the Parish Council has no objections.

**v). B/09/01115/LBC – Butchers, 5 Bear Street.**

The Parish Council had no objection subject to the Conservation Officer being satisfied that the integrity of the Listed Building is preserved.

**13. Street Lighting**

This item was deferred.

**14. Burial Ground**

This was item was deferred.

**15. Allotments**

The question of extending the available space for allotments was examined. The Allotment Sub-Committee recommended that the area is expanded to meet the demand. This will need to be properly costed as the fence will need moving and the area ploughed. It was agreed to proceed to the next stage of costing before a final decision is made. It was agreed that the Clerk will need to investigate the implications on our grant income – **Action Clerk.**

**The meeting closed at 10.15 pm.**