

MINUTES OF AN ORDINARY MEETING OF NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 14th OCTOBER 2009, AT 7.30 PM IN THE VILLAGE HALL NAYLAND

Present: G Battye (Chairman), Mrs R Knox, C Hunt, Mrs M George, R Spencer, Mrs W Sparrow, Mrs E Mimpriss, Mrs P Fuller, Mrs D Hattrell (Clerk), R Cave (District Councillor), J Finch (County Councillor), Mrs L Brooks (for the Press), Mrs S Cole (Recycling Officer, District Councils) and 2 members of the public.

The Chairman took the opportunity to welcome Susannah Cole, Recycling Officer at Mid-Suffolk and Babergh District Council for attending to discuss in more detail the proposal for a new bring site/recycling centre for the village.

1. **Public Form**

The Chairman explained the history of the current proposal for a site in Horkesley Road and the history of investigation of a number of sites in the village over many years. The Chairman referred to a letter received from Bunting & Sons regarding their land which could be used in Horkesley Road. Susannah Cole explained the flexibility they have at the District Councils to fit in with the village requirements. For non-controversial sites, planning permission is not always required and they are happy to provide a trial to assess the impact of a particular location. She was questioned on the likelihood of door to door collections of glass. She confirmed that the District Councils do not have plans to collect glass and their current recycling arrangements are incompatible with glass collection as broken glass could contaminate paper. Various views and questions were expressed by members on how attitudes have changed and the merits of various sites around the village. It was confirmed that vehicles would need to have room to get completely off of the road to make a site feasible. This would also apply to the collection vehicles. Road safety and planning were raised. Mrs Cole advised it would be best to seek appropriate planning permission if a site was potentially controversial. This would enable all parties to be consulted and have their say. Comments were made as to whether individuals would travel to the bottle bank on foot or by car. Mrs Cole suggested a list of potential sites could be drawn up and a sub-group from the Parish Council could meet with herself and the collection contractor to survey potential sites for vehicle access. Everyone thanked Mrs Cole for attending and providing a useful insight into the procedure for introducing a bottle bank to the village.

2. **Apologies**

Were received from Ms Knight due to sickness.

3. **Highways**

Members discussed the merits of the Horkesley Road potential site and others in the village. Some views were expressed against the Horkesley Road site, whilst others were in favour. Others were not convinced that there was a need for a bottle bank in the village. Following discussion, R Spencer proposed that a working party is formed to look at all the potential sites. This was seconded by Mrs Mimpriss and carried with 6 in favour and 2 against. Volunteers for the working party were then sought. The working party was agreed as including R Spencer, Mrs Mimpriss, Mrs Knox and C Hunt. It was agreed for R Spencer to lead the working party. It was therefore agreed for the Clerk to respond to Mrs Cole, Recycling Officer at the District Councils and Transition Nayland accordingly – **Action Clerk.**

4. **District Council Report**

District Councillor R Cave spoke of the budget constraints affecting Babergh Council and the probability of introducing car parking charges in Sudbury and Hadleigh. The car parks currently cost £240,000 to maintain. The proposal under consideration is to charge only for long stay parking at £1.50. The need to retain shoppers has been stressed and that the proposed charge would cover the maintenance. He confirmed this issue is causing much debate.

5. **County Council Report**

County Councillor J Finch advised that the Schools Organisation Review has started and there is a detailed plan for Nayland. The Local Government Review continues and some major collaboration is being carried out to avoid duplication and save money. Suffolk County Council is leading this liaison. J Finch then mentioned the Pylons Project and the briefing meetings that are being arranged for Parish Councils and wider public consultation. He has been challenging the complete closure of Birch Street for necessary works and has arranged a site meeting to see if complete closure could be avoided.

6. Minutes of Previous Meeting

Approval of the minutes of the meeting held on 9th September 2009 was proposed by C Hunt, seconded by Mrs George and carried with 2 abstentions due to their absence at the meeting concerned.

7. Highways –Street Cleaning Trial

Mrs George read from the minutes of the working party meeting on the subject of the street cleaning trial. It was agreed for Mrs George to continue to monitor the trial in Nayland and Mrs Mimpriss will monitor the litter picking in Wiston. It was agreed for the Clerk to liaise with Mrs Mimpriss to advise when the Wiston litter picks were scheduled. Concern was expressed that there may be some duplication between the trial sweeping and the mechanical sweeping carried out by Babergh District Council. It was agreed for R Cave to provide the up-to-date position and Mrs George to list any short comings in Babergh's cleaning regime – **Action R Cave and Mrs George**. It was agreed for the Chairman and the Clerk to liaise regarding quotations for replacement litter bins for certain locations in the village – **Action Chairman and Clerk**. It was agreed to include the Street Cleaning Trial as an agenda item for the November meeting to enable a specification to be agreed for litter picking in the next financial year – **Action Clerk**. On other highways matters, Mrs George asked for her concerns to be noted regarding the Birch Street closure. These included likely disruptions to the bus service and refuse collection.

8. Recreation Grounds and Open Spaces

The Chairman read an email from Mrs Carver on the Environment Agency's plans to dredge Mill Lade. The Chairman read a letter from Clarke and Simpson, Surveyors for the Diocese. A legal agreement is being drawn up regarding the laying of the pipe in the grass verge. The Clerk took the opportunity to update members on the situation regarding the proposal for temporary parking on the recreation ground. She confirmed that Babergh Planning Officers have confirmed in their opinion, planning permission will not be required for this temporary change of use. The Clerk has made contact with the building contractor to confirm the position. Keith Dorling from Farrens Construction has been on annual leave and has a note to telephone the Clerk on his return. Mrs Sparrow was concerned with the condition of the new plants in the Horsecwatering area. It was agreed for Mrs Sparrow to monitor them in the Spring and report back to Council – **Action Mrs Sparrow**.

9. Housing Needs

The Chairman read from an email from Tracey Brinkley, Housing Enabling Officer at Babergh District Council. She explained the Flying Club's concerns regarding noise and safety to new residents in the potential development on Wiston Road. It is now anticipated that the matter will go before the Planning Committee in November following investigation of the issues raised. In the meantime, progress is being made with the Section 106 agreement. The Chairman then read a letter from J Spilman of Flagship Housing confirming Suffolk Heritage Housing Association is prepared to pledge £10,000 towards construction of the footpath. The meeting was closed briefly for County Cllr J Finch to speak. He confirmed a decision will need to be made soon in respect of his Quality of Life Budget and a deadline was agreed as the end of November. The land transfer is progressing slowly and Carla Beckett will now take over the Babergh area at Flagship Housing. The Chairman then read a letter from Mrs Brinkley, Babergh District Council responding to our points regarding key workers and social housing. She confirmed that the current allocation policy does not take into consideration key workers or any applications based on employment for rental properties. However, the allocation team are supportive of this suggestion and it will be reviewed. One area where key workers were awarded priority was for shared ownership properties. She confirmed that the review of the Choice Based Lettings system will be undertaken by the stakeholder group.

10. Village Hall

Mrs Knox reminded members of the request from the Village Hall Management Committee to consider marking a pedestrian route on the drive to the Village Hall. It was agreed to include as an Agenda item for the November meeting – **Action Clerk**. C Hunt asked whether a copy of the Village Hall Management Committee minutes could be circulated to members.

11. Finance Report

The Clerk confirmed the cash position as at 30th September 2009 as £1000.00 in the current account, £29441.65 in the linked deposit account and £7738.42 in the Capital Investment Fund making a total of £38180.07. The half year budget review was then discussed. The Clerk advised that the audit and bank charges were over budget due to the cost of the internal audit. The amount in respect of stationery and postage included photocopying for the Annual Parish Assembly. The open spaces amount was largely in respect of the maintenance of the benches and you would expect the grass cutting amount to be higher than 50% in view of the seasonal nature of the work. The miscellaneous amount was in respect of the Wiston Mill footpath diversion.

However, the positive news was that the overall expenditure was at 39% of budget at this halfway point in the year. The Clerk confirmed the locality budget for this year is £1258.00. It was agreed to include as an Agenda item at next meeting for ideas to be put forward to Finance Committee – **Action Clerk**. County Councillor J Finch advised that 50% could be carried over to next year. The Chairman referred to the proposed new Risk Management Policy for the Parish Council. The final draft was produced by a full council working party at a meeting on 8th October. The minutes of that meeting were duly approved. The Chairman proposed that the new Risk Management Policy be formally adopted. This was seconded by Mrs George and carried with 1 abstention. It is anticipated that the sub-committees will still take a key role, however, one member will lead on each of the listed areas. The Chairman and Vice chairman will review the Standing Orders and make recommendations to Council at next meeting – **Action Chairman and Vice Chairman**. Mrs George will review the optional areas on the NALC model Financial Regulations and will copy to members ahead of next meeting for approval – **Action Mrs George**. The Chairman referred to the suggestion by Mrs Mimpriss that each member has a Parish Council handbook and induction procedure.

12. Accounts for payment

Suffolk County Council (Streetlight power and maintenance – cheque number 400200).....	1106.50
Zurich Insurance Plc (Insurance – cheque number 400201).....	787.77
DK Hattrell (Clerk’s salary – cheque number 400202).....	679.41
Inland Revenue Only (Clerk’s deductions and ERS NIC – cheque number 400203)	136.87
Suffolk County Council (Clerk’s pension – cheque number 400204).....	199.05
Roy A Mortimer (Grass cutting and litter picking – cheque number 400205).....	607.20
LJ Campen (Webbs Meadow grass cut – cheque number 400206)	69.00
Nayland Village Hall (Hall hire – cheque number 400207).....	15.00
S Carter (Bus shelter glass clean – cheque number 400208).....	20.00

The above cheques were approved for payment.

It was noted that the Inland Revenue Payment was reduced by £75.00 as an incentive for filing PAYE return on line.

13. Correspondence

The correspondence report had been circulated ahead of the meeting and key areas were discussed. It was agreed to include details of the Babergh Core Strategy together with the East of England Regional Assembly request for views on the scenarios for housing and economic growth in the circulation envelope. The Chairman read a letter from M Ransome, Chief Inspector – Babergh District Commander for the Suffolk Constabulary. He reaffirmed their commitment for members of their Safer Neighbourhood Team to attend Parish Council meetings at least once every 6 months. It was agreed to include details of the Schools Organisation Review in the circulation envelope. It was noted that Parish Council members have been invited to briefing sessions from the National Grid on their pylons project. Members agreed to accept an offer by a senior official at Suffolk Fire Service to attend a Parish Council meeting but advised that this should not be the November meeting – **Action Clerk to make arrangements**. The Chairman then referred to other items to be circulated to members.

14. Footpaths

The Clerk referred members to summaries on the correspondence report of correspondence with K Verlander, Right of Way Officer at Suffolk County Council. He is working to resolve issues with the narrow section of footpath 3 and also agrees a boardwalk would resolve the damp conditions near the pest house on the same path. However, resources are limited to carry out this type of work. The Clerk confirmed that Mr Matthews from Babergh District Council has confirmed that the order to divert public footpath 10 at Wiston Mill was unopposed. A further advert is now being placed which will finalise the diversion.

Mrs Sparrow then needed to leave the meeting.

15. Planning

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

B/009/00934/FUL/AS – Perry Farmhouse, Bear Street.

Babergh Council confirmed permission has been refused for change of use from agricultural land to domestic garden and erection of garden shed. In the opinion of Babergh Planning Officers, the proposal is contrary to policies in the local plan. Policy CR01 aims to protect the countryside by restricting development to that which is essential for the efficient operation of agricultural, forestry and horticulture. Policy CR02 recognises and

safeguards the quality of the AONB. Policy CR10 states that proposals for change of use from agricultural land to domestic gardens will not be permitted where the scale of the proposal would have an adverse effect upon the landscape characteristics. The Planning Officers believed the proposal would result in an unacceptable urban intrusion into agricultural land and set an undesirable precedent for similar development. The proposed garden shed was unacceptable due to its size, siting, scale and choice of materials.

B/09/00872/FHA/BEL – Rose Cottage, 5 Fen Street.

Babergh Council confirmed that permission has been granted for a 2 storey rear extension and single storey garden room.

B/09/00873/LBC/BEL – Rose Cottage, 5 Fen Street.

Babergh District Council confirmed that Listed Building Consent has been granted in respect of the 2 storey rear extension and single storey garden room.

ii). B/06/01910/CDP – Training Tower, Fire Station, Bear Street.

This application was considered between meetings to comply with the deadline. The Parish Council had no objections to the amended drawing for the training tower.

iii). B/09/01036/CEU – The Willows, Wiston Road.

This application was considered between meetings to comply with the deadline. Members of the Parish Council were aware that a landscape/agricultural type business had operated at the Willows for a period of at least 10 years. Members had also noticed an increase in outbuildings over the years. However, they had no knowledge of the part of parts of the address used for business purposes or whether a material change in the intensity had taken place at a point in time.

iv). B/09/01083/FHA – Wissington Grove, Bures Road.

The Parish Council had no objections to the application to erect a single storey front extension.

v). Local Development Framework.

The Chairman read from a letter from Colchester Borough Council regarding the accompanying sustainability appraisals revised scoping reports for the Local Development Framework. Full details can be obtained from their website at www.colchester.gov.uk/ldf by accessing the planning web page or alternatively paper copies are available for inspection at Colchester Borough Council offices and Colchester District libraries. The deadline for responses is Friday 30th October 2009.

16. Street Lighting

C Hunt reported that the new Suffolk County Council lights on Harpers Estate are working. Two new lights have been installed on the estate.

17. Burial Ground

The memorial application in memory of George Lou Cottee was duly approved.

18. Allotments

The Chairman confirmed the current 4 people awaiting allotments on the existing waiting list require 2 and half allotment plots. The interest generated from the Community Times article is for a further 1 and half allotments. Therefore, demand, so far, is for 4 additional allotments. It was agreed to include as an agenda item for the November meeting – **Action Clerk**. In the meantime, the Allotment Sub-Committee are to review the position to enable them to make recommendations at the November meeting – **Action Allotment Sub-Committee**.

The meeting closed at 10.17 pm.