

MINUTES OF AN ORDINARY MEETING OF NAYLAND WITH WISSINGTON PARISH  
COUNCIL HELD ON WEDNESDAY, 10<sup>th</sup> MARCH 2010, AT 7.30 PM IN THE VILLAGE HALL  
NAYLAND

Present: Mrs P Fuller (Chaired the meeting), Mrs R Knox, C Hunt, Mrs M George, Mrs W Sparrow, Mrs E Mimpriss, R Spencer, Mrs D Hattrell (Clerk), County Councillor J Finch arrived late due to another meeting, District Councillor R Cave and Mrs L Brooks (for the press).

**Before Commencement of the Meeting**

**a. Public Forum**

No issues were raised by members of the public.

**b. District Council Report**

District Councillor R Cave was present to deliver his report. He confirmed that £1.6m of savings were needed and the budget was eventually agreed giving a Council Tax increase of 3% for Babergh Council's proportion. Babergh Council accounts for around 10% of the Council Tax bill. It was necessary to plan for staff redundancies to achieve the above budget and a rolling programme of redundancies will follow.

**c. County Council Report**

The Meeting was closed during the main part of the Meeting for County Councillor J Finch to deliver his report which was as follows:-

He advised that a decision was taken by full Council on 18<sup>th</sup> February for a 2.4% tax increase – Band D +£0.50p per week increase – This is the smallest tax increase for 5 years. J Finch advised a recent press report was incorrect and misleading. This was “500 new jobs created by County Hall .....in the East Anglian Daily Times on 19 Feb 2010. The facts are:-

- a) 20 are additional social workers or social care staff, 50 of whom were taken on as part of our increased investment in safeguarding.
- b) 180 children's centre staff have been instructed, and paid for by the central government.
- c) There are *circa* 65 new front-line staff mainly in Adult Care Services (ACS) due to the increasing number of elderly requiring more support services from Suffolk County Council.
- d) There are 80 employed by the trading department – which provides invoiced services for other organisations at no cost to the Suffolk Council Tax Payer
- e) There is no significant increase in back-office staff in ACS - merely a reclassification of existing staff taken from other departments.

In summary there are about 100 extra new staff, in Adult and Child Care, and other front-line services, but they are AT NO EXTRA COST to the Suffolk Taxpayer – thanks to good housekeeping and substantial efficiency savings. THE NET STAFF COSTS ARE VIRTUALLY UNCHANGED FROM LAST YEAR. J Finch then went on to discuss the County Council's concern about Young Carers – a number of families only function because of the input of the youngster in the family. J Finch participated in the scrutiny of the role that the County Council has to ensure that these children are not disadvantaged during their personal development.

Suffolk Young Carers Project was set up to help children and young people with care-giving responsibilities fulfil their potential and make informed choices about what they want to do. They do this in partnership with young people, their families and other agencies. What they do :-

- Supply information and advocate for young carers and others about caring roles in Suffolk.
- Help young carers join social clubs and organise activities so they can have a break and some fun.
- Allocate a personal support worker to young carers with primary caring responsibilities in Suffolk.
- Raise awareness of young carers and their needs in the wider community.

Please keep your ears and eyes open in your community – if in doubt seek advice before any approach. [http://suffolk-carers.org.uk/index.php?option=com\\_content&task=view&id=94&Itemid=66](http://suffolk-carers.org.uk/index.php?option=com_content&task=view&id=94&Itemid=66)

He went onto confirm that he attended a site meeting with representatives from County Highways and the Parish Council earlier that day and various solutions have been devised to help reduce the traffic issues on Anchor bridge. He confirmed that some pot-holes have also been filled around the village. Mrs Fuller advised J Finch that in future we would appreciate his report on the Monday before the Parish Council Meeting and he will be allocated up to 3 minutes to speak.

**d. Police Report**

P C Chris Garrod was present to deliver his report which covered the period from 10<sup>th</sup> February to 10<sup>th</sup> March. He advised that he is open to constructive criticism and was happy to adapt his reports to suit our needs. There were 2 crimes reported during this period. One was an attempted burglary at a business premises on Harpers Hill and the other was a making off without payment where two persons decided to leave a public house without paying for food. The proportion of crime in Nayland is low in comparison with the overall crimes in the Hadleigh District which over the same period were 140 crimes. He urged vigilance with any suspicious persons in the area. Including illegitimate people asking to tarmac drives or looking for scrap metal/ batteries. These tactics are often used to check premises out for other items worth stealing. There also appears to be an increased trend in rural churches being broken into and lead being stolen, due to the high price of metal. Please contact the police immediately and give full descriptions, directions of travel etc including any vehicle registration numbers seen of any suspicious people/ vehicles in the area. He confirmed that he welcomes questions and comments. PCSO Mandy Coleman and himself can be contacted on either 01473 383115 or email at [eastbabergh.snt@suffolk.pnn.police.uk](mailto:eastbabergh.snt@suffolk.pnn.police.uk). If, however, a response is needed within 24hrs contact them on their direct emails [Amanda.coleman@suffolk.pnn.police.uk](mailto:Amanda.coleman@suffolk.pnn.police.uk) or [Chris.Garrod@suffolk.pnn.police.uk](mailto:Chris.Garrod@suffolk.pnn.police.uk).

**Parish Council Meeting**

**1. Apologies for Absence**

G Battye (Chairman) had sent his apologies due to holiday.

**2. Approval of Previous Minutes**

Approval of the minutes of the meeting held on 10<sup>th</sup> February 2010 was proposed by C Hunt, seconded by Mrs Knox and carried with 1 abstention due to absence at the Meeting concerned.

**3. Standing Orders and Parish Council Procedures**

The Clerk had listed the action points from the standing orders meeting which included the following:-

- 1) Planning to be placed earlier on the agenda.
- 2) Certain guest speakers to attend before for start of the meeting at, say, 7.00 pm.
- 3) District, County Councillors and police only to be given 3 minutes to raise any new information and answer questions.
- 4) District, County Councillors and police report to arrive and be circulated via email ahead of the meeting.
- 5) Minor change to the wording on the agenda to make a clear division between open and closed parts of the meeting.
- 6) Members would like to see police representation at least twice per year, although police representatives would be welcomed more regularly and reporting time as above to be limited to 3 minutes.
- 7) Highways should appear towards the start of the agenda.
- 8) Laminated fact sheet to be produced advising public of the meeting procedures.

Resolutions were passed to implement points 1, 2, 5, 6 and 7 without amendment. It was agreed to cover points 3 and 4 together and to implement subject to an amendment of requiring reports to arrive on the Monday before the Parish Council meeting. C Hunt had suggested a wording for the laminated fact sheet under item 8 and it was agreed to include as an agenda item for the April Parish Council meeting – **Action Clerk**. Approval of the new standing orders subject to minor amendments listed below was proposed by Mrs Mimpriss, seconded by Mrs George and unanimously carried. The final versions were as follows:-

**1) Meetings**

Meetings of the Council shall be held on the second Wednesday of every month in the Village Hall, Nayland. The dates and times will be on public display.

In the event of a Wiston candidate not being elected to the Parish Council, one of the elected members of the joint parish will be deputed to look after Wiston's interest.

**9) Duration of ordinary meetings.**

- a. The meetings will commence at 7.30 pm and have a time limit of 2 hours.
- b. Meetings will only be extended by a motion proposing such an extension, identifying the specific length of this extension.
- c. Meetings should not normally extend beyond 10.00 pm.

#### 4. Parish Council Vacancy

As no applications have been received to date, it was agreed to extend the date for applications to 30<sup>th</sup> April 2010 and include a similar advert in Community Times – **Action Clerk.**

#### 5. Highways

Mrs Sparrow reported on the earlier site meeting with the County Councillor and representatives from County Highways in connection with the Anchor Bridge traffic problems. During the meeting, it was suggested that various solutions are implemented including SLOW signs to be painted on the road in both Court Street by the wild fowl sign and in Horkesley Road by the 30 mph sign and at this location there will be rumble strips. Additionally on the poles with the current duck sign, further signs indicating the bend and 20mph to be incorporated. Members agreed that if these measures were implemented, some improvement should be gained. Mrs Mimpriss reported that LAC Contractors have not been in contact regarding the Wiston litter pick. The Clerk advised that it was carried out on 17<sup>th</sup> February and an invoice had been received. It was agreed for Mrs Mimpriss to agree a date with LAC Contractors in advance for the April litter pick to enable the standard of litter collection to be monitored appropriately. With regard to the Nayland sweeping and litter picking, Mrs George proposed that we extend the adhoc arrangement into the next financial year. This was seconded by C Hunt and unanimously carried. Mrs Knox reported that she has discussed with County Councillor Finch why the road works ceased in Wiston. It has been confirmed that this was due to the contractors being diverted to fill pot holes. The work will recommence when appropriate. Mrs Fuller read a letter from Mr Fullbrook regarding gritting during ice and snow and requesting a small grit box to be put in an area at the base of Gravel Hill. It had previously been agreed to consider the provision of further grit bins subject to budget during next financial year. With regard to clearance of ice and snow a response had been received from Tim Yeo MP. This was read to the meeting and it was agreed to include within the circulation envelope. It was agreed to acknowledge Mr Fullbrook's letter and advise that the Parish Council intends to put an article in Community Times later in the year explaining the information we have gathered – **Action Clerk to put on the agenda for June meeting.** The Clerk confirmed that various pot holes have been reported and also the drainage problem on Harpers Hill which all have been acknowledged by County Highways.

#### 6. Planning

##### 1. **Decisions from the Planning Authorities: -**

- a) **B/09/01322/LBC/MC – Dresdon Cottage, 10 Birch Street.** Babergh Council confirmed that listed building consent had been granted in respect of alterations to fenestration in rear elevation, re-rendering of rear elevation and internal alterations.
- b) **B/09/01148/FHA/LM – 15 Bear Street.** Babergh Council confirmed that permission has been granted for the retention of the detached summer house. The proposal was considered by the Planning Authority to be in accordance with policies CN01, CN08 and CR02 of the Babergh Local Plan by reason of its siting, scale and relationship to the existing building and adjacent development. The proposal was not considered to have a negative impact on residential amenity and does not detract from the character of the surrounding conservation area of AONB so as to justify the refusal of a planning permission.

##### 2. **B/10/00060/FHA – Woodside, Wissington Uplands.**

The Parish Council had no objections to the application to erect a summer house.

##### 3. **B/10/00134/FHA – Birch House, 33 Heycroft Way.**

The Parish Council had no objections to the application for an enclosed porch.

#### 7. Recreation and Open Spaces

It was confirmed that Pete Irving Tree Services were instructed to carry out the identified tree work in the village. This was with the exception of the Jubilee Tree to which further investigation was required. Pete Irving Tree Services were unable to provide a picus report. Advice was sought from the Babergh Arboricultural Officer who recommended that we go ahead with the investigation. Suffolk Tree Services have been instructed to carry out the picus test and provide their report. It was anticipated that this would be completed within 7 days and it was agreed for the Clerk to chase them for their report if nothing was heard by 17<sup>th</sup> March – **Action Clerk.** The pot holes in the driveway to the Burial Ground were discussed. It was agreed to establish from Farrens Construction whether they still intended to use the recreation ground for parking in the first instance – **Action Clerk.** Mrs Fuller read from an email thanking a volunteer in respect of the quills. This was from Mrs Carver.

#### 8. Housing Needs

Mrs Fuller read from a report from Carla Beckett – Flagship Housing Group, confirming that The Development Committee approved the planning for the Affordable Housing subject to Section 106 being

completed. They are optimistic for a start on site in April. The land acquisition is progressing and nearing completion. An article has been prepared by Mrs Brinkley – Babergh Housing Enabling Officer, to be included in Community Times.

#### 9. Village Hall

Mrs Knox reported that the Village Hall Management Committee is still seeking a Bookings Clerk. Mrs Whiting retires on 11<sup>th</sup> April. Members commented on the excellent appearance of the committee room which has recently been painted. Mrs Knox confirmed they were grateful to Mrs Bannister for organising the work with the Probation Service. They have achieved substantial savings. Mrs Knox attended the Community Achievement Awards with Mrs Whiting, the recipient of the award, and she commented that the organisers had achieved a very special event again this year. The Community Council has advised that they plan to clear the bonfire site when the ground hardens.

#### 10. Finance Report

The Clerk confirmed the cash position as at 26<sup>th</sup> February 2010 as £1000.00 in the current account, £15620.56 in the linked deposit account and £9242.10 in the Capital Investment Fund making a total of £25862.66. The Clerk advised that 14 days notice has been given to transfer £1983.75 from the Capital Investment Fund account to the linked account. Mrs Fuller asked for members to decide how the unallocated £1000.00 in the Capital Investment Fund should be divided between Village Hall renewal and Village Hall car park. It was agreed to split the amount equally between the two funds.

#### 11. Accounts for Payment

DK Hattrell (Clerk's salary – cheque number 400241).....	637.15
Inland Revenue Only (Clerk's deductions and ERS NIC – cheque number 400242) .....	214.98
Suffolk County Council (Clerk's pension – cheque number 400243).....	201.05
Suffolk County Council (Clerk's pension Aug 09 – cheque number 400244) .....	199.05
Babergh District Council (Bin emptying charges – cheque number 400245) .....	391.62
Roy A Mortimer (Litter picking – cheque number 400246) .....	112.80
LAC Cleaning Contractors Ltd (Wiston litter pick – cheque number 400247) .....	55.81
Nayland Community Council (Loan repayment – cheque number 400248) .....	38.63
Babergh District Council (Bus shelter rent - cheque number 400249).....	1.00
S Carter (Bus shelter clean – cheque number 400250) .....	20.00

The above cheques were approved for payment.

#### 12. Correspondence

The correspondence report had been circulated ahead of the meeting. Mrs Fuller noted that Suffolk County Council Legal Department has noted the query over the name of Harpers Estate. Items for circulation included details of an event promoting Quality Council status, Babergh's Spring Clean Suffolk 2010, The County Council scheme for faster broadband for Suffolk, the external auditors briefing, draft fire action plan and HM Revenue & Customs employer bulletin.

#### 13. Footpaths

C Hunt reminded members that from now until 31<sup>st</sup> July, dogs are required to be kept on leads on the Fen.

#### 14. Street Lighting

No new matters were raised.

#### 15. Burial Ground

Mrs Fuller took the opportunity to thank Mrs George and C Hunt for all their hard work in respect of the Burial Fees. Mrs Sparrow raised concerns regarding the changes proposed and it was agreed for Mrs Sparrow to report her concerns directly to Mrs George to enable the changes to be agreed at the April Parish Council meeting – **Action Mrs Sparrow, Mrs George, C Hunt and Clerk**. The amended memorial request in memory of Victor Blythe Willis was duly approved.

#### 16. Allotments

R Spencer reported that he together with C Hunt attended the allotments on the previous Saturday. They noted that the new allotments had been ploughed but not yet harrowed at this stage. Access was needed so R Spencer and C Hunt removed and relocated part of the fencing. They now plan to inspect again and mark out the new allotments. It was noted that when sheep are kept within the allotment field, an electric fence is installed. Members were in favour of the press event which should take place after allocation. It was agreed for the Clerk to pass the waiting list details and plan to R Spencer to enable him to allocate the new plots. It was noted that a new post and rail fence may be required later.

**The meeting closed at 9.15 pm.**