

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 11TH OCTOBER 2017, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: Mrs George (Chairman), G Battye, I Harris, Mrs Fuller, G Walker, M Booth, K Cannings, Mrs Hattrell (Clerk), Melanie Barrett (District Cllr) and 6 members of the public.

The Chairman welcomed everyone and read the filming notice.

Before Commencement of the Meeting

a. Public Forum

A resident had observed notices displayed at various places including Caley Green. The Chairman confirmed permission was not sought. Representatives from The Anchor attended to discuss their application. Members took the opportunity to ask questions. These focussed on the car park proposal including lighting and access. Access would include walking along land managed by the Parish Council. There was also reference to any flood risk.

b. District Council Report

Cllr Melanie Barrett attended and spoke about her report covering a potential merger with Mid Suffolk and it was for Cabinet to decide the next step. Personally she didn't believe it was the right time. The move to Endeavour House is underway. The Boundary Commission were recommending District Councillors are reduced from 43 to 32 and that Nayland with Wissington is linked with Stoke by Nayland and Bures. The Chairman took the opportunity to thank Cllr Barrett for her efforts in respect of the Housing Needs Survey. Concern was expressed that a merger is being considered against the wishes of residents.

c. County Council Report

Cllr James Finch was unable to attend.

Parish Council Meeting

1. Apologies

The Chairman shared with the meeting the Resignation of R Badrick due to his personal circumstances, work commitments and lack of time to commit to the role. The District Council will now be informed and Vacancy Notices put up.

2. Approval of Previous Minutes

The minutes of the meeting held on 13th September were accepted as a true record.

3. Declaration of Interest by Councillors

Nothing was declared.

4. Planning

1. Decisions from the Planning Authority:

The Planning Authority confirmed permission had been granted for a summerhouse at 100 Bear Street **DC/17/03996** and a single storey rear extension and other alterations including Listed Building Consent at Star Cottage, 81 Bear Street **DC/1703196/97**.

2. 5 Gravel Hill - DC/17/04668 - This notification of works to trees in Conservation Area was considered between meetings to comply with the deadline. The Parish Council had No Objections.

3. Victoria Cottage, 18 Court Street - DC/17/04886 - This application for Listed Building Consent to re-render front and side of building, remove old brackets and repaint the four front windows and exterior of property to match existing was discussed during the meeting. The Parish Council had No Objections subject to the appropriate render mix as the one proposed is a very strong cement based mix.

4. Anchor Inn, 26 Court Street - DC/17/03612 - This application for extensions, timber decked seating area and walkway and land north of Horkesley Road as a car park was discussed during the meeting. Concerns were expressed that the application is still not detailed enough for this Council consider the impact at the location. The Parish Council fully understood the need to improve the facilities on the site. At this stage it was agreed to object to the plans as presented and seek further detail. The Chairman agreed to draft a suitable response for approval by members between meetings. **This was sent on 16th October and now is available to view on the Planning Website.

5. New Farm, Harpers Hill - DC/17/04206 - This re-consultation for outline permission for 9 new dwellings was discussed during the meeting. Members agreed to maintain this Parish Councils response dated 15th September and to state that we believe the critical highways report reinforces the concerns of this Parish Council.

6. Joint Local Plan Consultation - Members were reviewing this consultation from the hard copy and on-line. It was suggested a narrative response be issued by this Parish Council ahead of the deadline. Final touches can be made at the November Meeting, however, time is limited at that stage. It was agreed for the working party of G Battye, Mrs Cannings and M Booth to produce a draft response by 7 days before the November Meeting to enable the final wording to be agreed at that meeting - **Action Working Party**.

8. General Matters - The Chairman had booked 2 places at the District Council Town and Parish Liaison Meeting. The Chairman then referred to the forthcoming cabinet meeting on a potential merger of the District Councils. She confirmed there was no opportunity for us to comment at this stage.

5. **Housing Needs Survey** - Whilst some information had been forthcoming between meetings, crucially this Council and also Stoke by Nayland Parish Council were waiting for confirmation from the District Council that the grant will be allocated. This will be required in writing. It is recommended that publicity is arranged 3 months before the Survey is conducted. The importance of alerting residents around the time of the survey was stressed by members from previous experience.

6. **Allotment and Glebe Field** - I Harris reported on developments including the fixing of the gate and that he had mowed the permissive path. The Tenant farmer intends to continue topping the field and grazing. The Chairman had visited the field recently and thanked I Harris for all he is doing.

A ten minute extension was agreed to complete the meeting by 9.40 p.m.

7. **Footpaths** - The eroding permissive path has been reported to the landowner as agreed at last meeting. The Stour Valley Group had helped clear the nature reserve and Footpath 9. The Chairman expressed gratitude for the work undertaken.

8. **Highways** - Reports had been received from County Highways that they had investigated matters and were not taking action. One of concern is the edges of Wiston Road that are eroding. M Booth explained the rutting is very deep and full of water. The length is 10 to 15 yards. It was agreed to dispute their decision by contacting the Area Highways Manager - **Action Clerk**. It was agreed to leave the petition supporting the Sudbury by-pass in the Post Office. A report of a car driver sounding his horn at early times on a regular basis was mentioned. Full details will be passed to the Police to investigate - **Action Chairman and Clerk**.

9. **Street Lighting** - During a site meeting earlier in the year, the County Engineer was looking into the electrical supply for a potential new light in the vicinity of the one to be turned off. It was agreed to chase this information - **Action Chairman and Clerk**. The work to the light outside Forget me Not has been chased. A decision needs to be made about a trial period of switching the light off as above. It was agreed to include as an Agenda item for the November Meeting - **Action Clerk**.

10. **Village Hall** - Mrs Fuller gave a report and it was agreed the Parish Council should coordinate hedge cutting. Horsewatering will be an Agenda item for November - **Action Clerk**. A barn dance is being planned to raise funds for the hall roof.

11. **Burial Ground** - The Chairman was carrying out the usual annual review with Contractors at the Burial Ground ahead of the Finance Committee Meeting. It was agreed for the Clerk to follow up quotes for the Burial Ground path - **Action Clerk**.

12. **Recreation and Open Spaces** - Following the recent review by G Battye, it was recommended to include the regular cleaning of the play equipment as part of the annual tenders. The round seat on Caley Green needs maintenance. G Battye agreed to follow up. The Fairfield signage will need to be considered by Finance Committee in respect of budget for next Financial year. The Environment Agency have been reminded about the damaged wooden structure protecting the river bank on Caley Green. The collective of residents at Caley Green have liaised with the various agencies and were carrying out work to remove some vegetation from the river. Due to reductions to funding, the Environment Agency no longer undertake this work to any great extent. Residents have therefore volunteered to step in with the appropriate guidance and permissions. G Battye explained the work undertaken and residents were present at the Parish Council Meeting to answer any questions.

13. **Correspondence** - The correspondence report had been circulated and key areas were discussed. The Community Council Minutes had been circulated. The Chairman requested a volunteer from the Parish Council to lay the Remembrance Wreath at Wiston. The Community Litter pick had been scheduled and the village now looks after the litter picking equipment.
14. **Finance** - The Chairman read from the bank balances as at 29th September 2017 as £1000 in the Current Account, £52467.72 in the linked Account and £8943.68 in the Capital Investment Account making a total of £62411.40.

The Risk Management Policy 2017 document was approved subject to a minor addition of including the production of an Induction Handbook. This will form an Agenda item at next meeting to agree an action point for producing this - **Action Clerk**. The External Audit findings were shared with members with the only point being the one raised at last Audit, where the Accounts were approved within the Electors Inspection period. This Council was careful this year to approve the Accounts ahead of that period, however, the previous breach occurred in the 16-17 Audit Year hence the inclusion in the Audit Report. The Chairman took the opportunity to thank the Clerk for all the work she undertakes for preparation of the Audit. The half year budget review had been circulated ahead of the meeting and members noted the figures accordingly.

15. **Accounts for Payment**

Mortimer Contracts (Litter/grass)	868.80
Employment Costs totalled	1186.16
Justin Dowding (community website)	526.35
Nayland Village Hall (Hire & Webbs Meadow grass)	320.00
BDO LLP (External Audit Fee)	240.00
I Harris (Allotment pad lock)	36.26
Spingold (Community posters)	18.00
P Fuller (Village Hall Course)	25.00

The meeting closed around 10.05 pm.