

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 13TH SEPTEMBER 2017, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: Mrs George (Chairman), G Batty, I Harris, Mrs Fuller, G Walker, M Booth, K Cannings, Mrs Hattrell (Clerk), Mrs Cook (for the press), Melanie Barrett (District Cllr) and 14 members of the public.

The Chairman welcomed everyone and read the filming notice.

Before Commencement of the Meeting

a. Public Forum

Applicants and representatives in respect of the Planning at Bear House, Bear Street and New Farm, Harpers Hill spoke in favour of each of their applications and offered to answer Councillors questions. The modern design and eco credentials of the Bear House application was stressed. Attention then turned to the Allotment field and the speakers stated they were representing views from many residents who did not feel consulted and were concerned about the changes to the Allotment field. They outlined specific concerns including cost, on-going maintenance, restriction of recreation/social value of the field, plans for the farmer to graze or take the hay, the installation of a gate restricting access and potentially restricting access exercised for a long time. Members listened to all the points raised.

b. District Council Report

Cllr Melanie Barrett attended and confirmed the Boundary Review is considering options for reducing ward numbers which could result in Nayland being linked with Stoke by Nayland and Leavenheath or Stoke by Nayland and Bures. Ward sizes are set to increase to around 2600 Electors. She then spoke of the frustration in respect of the Housing Needs Survey leading to further delays. She shared the Parish Councils alarm at the poor service being provided by the District Council in this respect. She continued to work hard to resolve the remaining issues.

c. County Council Report

Cllr James Finch was unable to attend.

Parish Council Meeting

1. Apologies

R Badrick.

2. Approval of Previous Minutes

The minutes of the meeting held on 12th July 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 work can proceed to trees in the Conservation Area at 14 Bear Street DC/17/03986, permission had been granted for a front extension at 4 Larch Grove DC/17/03881, permission was granted for internal alterations at The Old Post Office DC/17/02376 and Non Material Amendments had been agreed to the new windows proposed at 30 Bear Street B/14/00940.

2. 100 Bear Street - DC/17/03996 - This application for a summerhouse was considered between meetings to comply with the deadline. The Parish Council had No Objections.

3. 14 Bear Street - DC/17/03986 - This notification of work to Conservation Area trees was considered between meetings to comply with the deadline. The Parish Council had No Objections.

4. 4 Larch Grove - DC/17/03881 - This application for a front extension was considered between meetings to comply with the deadline. The Parish Council had No Objections subject to the en suite window having obscure glass.

5. Anchor Inn, 26 Court Street - DC/17/03613 - This application for Listed Building Consent for extension and alterations was considered between meetings to comply with the deadline. The Parish Council Objected to the proposals as presented, however, stressed the importance of supporting the long term future of the pub.

6. Bear House, Bear Street - DC/17/04048 - This application for a new dwelling and ancillary access was considered during the meeting and members had already researched and made notes in preparation. Members had various views in relation to the design and some concerns were expressed about the effects of the new access route on neighbours. Following detailed discussion it was resolved to respond as follows: -

The Parish Council supports this application, however, it is very important that conditions are imposed to maintain tree screening and archaeological and ecological surveys are carried out prior to any development. The Parish Council requested that the route of the driveway is altered so it does not affect the amenity neighbours should expect to enjoy.

As additional information, in relation to access, it was mentioned to the planning authority that several households share the entrance to Gravel Hill.

7. New Farm, Harpers Hill - DC/17/04206 - This outline application for 9 dwellings was considered during the meeting and as with the Bear House application, members had already made notes in preparation. During discussion members out-lined various concerns including the out-line nature of the application on such a sensitive site in the AONB and outside the village envelope. The lack of up to date information on Housing Needs was also mentioned. Highways safety concerns in relation to access was discussed. Following detailed discussion it was resolved for the Parish Council to Object to the application and for the Chairman to draft and circulate a suitable response for agreement - **Action Chairman**.

8. General Matters - The implications and options in respect of the lack of paper plans for consultation was discussed. Some Councils have invested in projector and screen for meetings. P Fuller was researching funding details. The Joint Local Plan Consultation was mentioned. G Battye, M Booth and Mrs Cannings agreed to circulate and study the hard copy of the Local Plan documents. Other Councillors would look online - **Action Clerk to set up comments sheet**.

A 30 minute extension was agreed to complete the meeting by 10.00 p.m. according to Standing Orders. It was necessary to defer various Agenda items to the October Meeting.

5. **Allotments** - The Chairman reported that the Parish Council had received 5 emails from residents requesting information about the ongoing work on the field. Members took the opportunity to explain the plans and progress of the changes to the Allotment Field. The main aim was to respect and preserve the area and continue to provide adequate Allotment provision in years to come. A grant of £1000 had been received towards the creation of the permissive path. Members took the opportunity to apologise to the residents for any confusion in relation to the changes. The sequence of work, the amount carried out by a volunteer from the Parish Council, changes to plans of the tenant farmer in relation to the hay all led to residents not appreciating the overall goals. The installation of a gate was to provide further security to the allotments and came out of discussion at Annual Meetings with the Allotment tenants. There is currently no official Right of Way, so as part of this exercise the footpath warden has been advising the Parish Council on the provision of a Permissive Path. This was to encourage walkers to continue using the area whilst maintaining allotment/agricultural use and timely maintenance to the field. The tenant farmer has been consulted through-out. Regular discussion has taken place at Parish Council Meetings and all financial expenditure approved in the usual way at meetings held in public. In view of the strength of feeling expressed by the residents attending, the Chairman took the opportunity to close the meeting at this point to allow further discussion. The discussion continued to be heated for a short time which according to the spokes people reflected concerns and confusion in the Village, however, comments were then made of a greater understanding of the purpose of the changes and that when completed, the logic would be better understood providing the perimeter is well maintained for walkers. It was confirmed that the cutting will be added to the annual contract.
6. **Housing Needs Survey** - The frustration was expressed that further delays were being experienced due to failure of the District Council to provide the required information and assistance. District Cllr Melanie Barrett shared this frustration and was doing all she could to resolve. Following discussion it was resolved to go ahead with the survey subject to full information and grant assistance.
7. **Street Lighting** - Outstanding items had been chased. The new light in Court Street was working and was still to be programmed to go off at midnight along with the other lights. Members agreed to consider the impact if the light on the property in the vicinity is now switched off for a review period.
8. **Footpaths** - Correspondence had been received between meetings in relation to the permissive path gradually narrowing near Horkesley Lock. The ownership of the land had been noted and it was agreed to pass the concerns to the land owners - **Action Clerk**.

9. **Finance**- The Chairman read from the bank balances as at 31st August 2017 as £1000 in the Current Account, £38957.23 in the linked Account and £8943.68 in the Capital Investment Account making a total of £48900.91

It was resolved to contribute the remaining 25% fees for ongoing maintenance of the Community Website to match the Community Council contribution.

The Internal Audit was shared with the Parish Council. Recommendations were explained and it was agreed for Finance Committee to devise an Action Plan. These included identifying powers under which payments are made including under Section 137, adoption of the Suffolk Local Code of Conduct, provision of National Savings Statement for Auditors, the recording of Clerks Expenses under All Other Payments on the Audit form rather than Staff Costs and to Review the Internal Control Document. The Chairman confirmed that the Parish Council had already adopted the National Code of Conduct and the Suffolk Code appeared to be an additional layer.

10. **Accounts for Payment**

August payments:

Danny Thurlow (Allotments)	1435.00
Mortimer Contracts (Litter/grass/Rec)	755.40
Employment Costs totalled	1157.00
S Carter (bus shelter clean - highways)	20.00

September payments:

Mortimer Contracts (Litter/grass/horsewatering)	758.40
Employment Costs totalled	1152.29
Came & Company (PC Insurance)	653.07
Danny Thurlow (Allotment)	575.00
SALC (Internal Audit Fee)	252.00

The meeting closed around 10.30 pm.