

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 11th APRIL 2018, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: M George (Chairman), G Battye, P Fuller, M Booth, K Cannings, G Walker, Mrs Hattrell (Clerk), J Finch (County Cllr), M Barrett (District Cllr) and 2 members of the public.

The Chairman welcomed everyone and read the filming notice.

Before Commencement of the Meeting

a. Public Forum

A representative from the Village Hall Management Committee shared plans for the Village Hall Roof. He confirmed the roof is towards the end of its useful life. The insulation needs upgrading and the roof line requires lifting to accommodate this. The intention will be to leave the plasterboard ceiling in tact to avoid costly disposal to comply with asbestos safety regulations. They are proposing slates this time which are more costly, however, have a long life expectancy giving a long term solution. He proposed a joint venture with the Parish Council. Questioning concentrated on Planning considerations of getting preliminary advice from the District Council and the change in roof materials and design. The duration of the work for this scheme should be the summer. Funders are being approached and the criteria is being explored for Lottery Funding. Contractors will be approached at the appropriate time.

b. District Council Report

Cllr Melanie Barrett attended and had sent a report in advance covering changes introduced by the Homelessness Act, that the referendum vote for a potential merger has been put on hold whilst an investigation into a unitary authority is being carried out. New Councillors have been appointed to the cabinet. Finally Cllr Barrett has resigned from the Babergh conservative group and has joined the independent conservatives due to irreconcilable differences. Cllr Barrett was questioned on the origins of the Unitary proposal. She did not know, however, felt it may have originated from a meeting with the MP. Potentially separate East and West Suffolk areas are being considered. Cllr Barrett enquired about progress towards the Housing Needs Survey. The Chairman confirmed it would be due in June subject to agreement later in this meeting.

c. County Council Report

Cllr James Finch arrived late due to other meetings. His report which was circulated ahead of the meeting covered the appointment of new Chief Executive, Nicola Beach. She will start in the summer. The Highways reporting tool is now well used and the team are prioritising the high volume of issues reported. In respect of Broadband they have contractual plans in place to achieve 98% coverage during 2020.

Parish Council Meeting

1. Apologies and Parish Councillor Vacancies

Apologies had been received from I Harris and there were currently no applicants for the 2 Vacancies.

2. Approval of Previous Minutes

The minutes of the meeting held on 14th March were accepted as a true record.

3. Declaration of Interest by Councillors

Nothing was declared.

4. Planning

1. Decisions from the Planning Authority:

a) **DC/18/00625** - Permission had been granted for the Listed Building application to extend the ensuite bathroom by utilising space currently used by a cupboard at 11 Gravel Hill.

b) **DC/18/00731** - Listed Building Consent had been refused for installation of through floor lift for disabled use and creation of new opening/door at 29 Bear Street in view of the potential harm to the heritage asset.

2. 9 Bear Street - DC/17/06319/20 - This application including Listed Building for amended plans for a rear extension and modification was considered between meetings to comply with the deadline. There were No Objections.

3. Old Brewery House, 20 Church Lane - DC/18/00954/5 - Application including Listed Building for Attic Conversion - A response was issued between meetings to comply with the deadline. There were No Objections subject to following the advice of and careful monitoring by the Heritage Officer.

4. 6 Newlands Lane - DC/18/00958 - Application Listed Building for ground floor wooden framed window - A response was issued between meetings to comply with the deadline. There were No Objections.

5. 1 The Studio, Harpers Hill - DC/18/01064 - Application to extend light industrial business unit. A response was issued between meetings to comply with the deadline. There were No Objections.

6. Rushbanks Farm, Bures Road - DC/18/01126 - Application for a general purpose agricultural building - this was discussed during the meeting and the following response of Objections was agreed: -

Nayland with Wissington Parish Council objects to this application for the following reasons:-

- *The site is located in the Dedham Vale AONB (a fact not mentioned in the Design and Access Statement) on raised ground above and close to a bend in the narrow road and is in a prominent position overlooking the valley. In this unique position, it will be seen from other parts of the Valley. The proposed building is large in scale with the height of the building to the eaves shown as 6 metres but the total height of the roof is not shown on the drawings. In this location, the proposed building will have a major detrimental visual impact on the amenity of the AONB. The area is covered by paragraph 115 of the NPPF.*
- *There are existing agricultural buildings on the site that are now being used for non-agricultural purposes.*
- *If the building is deemed a necessary addition, there is alternative space on the site where a new building could be located which could lessen the detrimental impact on the area.*
- *The site is in close proximity to a private airfield and relevant planning regulations apply.*
- *A Planning Committee Site Meeting would be necessary to fully appreciate the impact of this proposal and we would ask our District Councillor Melanie Barrett to support this request.*

7. Progress Reports on newly received applications for hedgerow removal at Highlands, Campions Hill DC/18/01375 and Listed Building application to change from retail to domestic use at 41 Bear Street - Confirmation had been received that the Highlands application for hedgerow removal did not require permission, so the application had been withdrawn.

Members agreed they object to the application to change the use of the former shop at 41 Bear Street as at this stage the proper process of determining whether the premises could continue as a shop had not been evidenced. Policies were in place to ensure facilities are not lost to Villages. Members wanted to be sure all the relevant factors had been explored before this could go ahead. It was agreed to use the information members had prepared ahead of the meeting to word a suitable response to the planners - **Action Clerk - **deadline now 10.5.18, so on the May Agenda.**

8. Any other urgent Planning items -

An Invite had been received from our MP inviting a representative to a meeting in Hadleigh to discuss Neighbourhood Planning. G Battye agreed to check his diary and confirm - **Action G Battye.**

5. **Housing Needs Survey** - The Chairman confirmed that members had received full details of the recent meeting on the subject. The template survey was circulated that day. She out-lined the proposed time-scale to issue and analyse the survey. All data will be confidential and data analysis carried out independently. The covering letter was approved together with the time-table and members were pleased it was now happening. The survey will be launched at the Annual Parish Assembly and members agreed to help collate and deliver the surveys to households - **Action All.** G Battye stated that the Housing Needs Survey is the only means currently to collate views of residents in respect of housing. He mentioned that a Neighbourhood Plan could be the next step considered by a new Council following the Elections.
6. **Allotment and Glebe Field** - The Annual Meeting of Allotment Holders was scheduled for 21st May in the Church Hall. The Allotment Holders had been notified together with information about the Run on 1st July. The remaining allotment rents had also been chased. A thank you will be issued to the Allotment Holder who kindly stepped in to stop and cap the water leak at the tank in the Glebe Field.

The Allotment Sub Committee will now investigate whether to stop the supply of water to the tank as this may no longer be necessary.

7. **Footpaths** - The Chairman confirmed the letter was issued to all relevant Authorities and Councillors agreed at last months' Parish Council Meeting on the subject of the surface and forthcoming closures of the bridleway as a result of the approved Plans at Beachams Farm. The Closure notices have been put up. There is still no response in respect of the eroding path.
8. **Highways** - The Chairman confirmed we had written to the County Council supporting the reductions to the speed limits along the A134 and individual Councillors have the opportunity to do the same. J Finch advised that objections have already been made to the proposals. He confirmed also of record gritting accomplished during the winter and now there were huge numbers of reported road defects. On-line reporting is being used which he encouraged. The focus of County Highways is to deal with these defects, so attention will be diverted from other areas until under control. M Booth made a suggestion for J Finch to raise. He wanted Vehicle Recovery Contractors to be legally responsible to clear debris such as tyre blow outs from breakdowns.
9. **Street Lighting** - J Finch asked for details of the outstanding Street Lighting upgrades to enable him to follow this up - **Action Clerk**.
10. **Village Hall** - Members had listened to the Roof Proposals and viewed the plans in the Public Forum. It was agreed to include an Agenda item for the May Meeting of "Village Hall Roof" - **Action Clerk**. This will enable a formal decision of funding towards the Village Hall Roof and the cost of the Planning Application.
11. **Burial Ground** - A sunken grave had been topped up and turfed between meetings.
12. **Recreation and Open Spaces** - It was agreed to chase the County Council for a date to deal with the fallen trees at the river at Caley Green - **Action Clerk**. The Tree Expert had been in touch regarding the Village Tree Field Analysis. Potential dates for the site meeting were awaited. An assessment of work required to the Wiston War Memorial was awaited as Grants are available.
13. **Correspondence** - The correspondence report had been circulated and key areas were discussed. The circulation envelope was started. Thank you notes had been received in respect of our Charity Donations.
14. **Community Council** - A Grant has been received for the full cost of a second Community Defibrillator to be located at the Village Hall.
15. **Annual Parish Assembly** - The main topic would be the Local Housing Needs Survey. Short reports would be delivered and full reports on boards. No refreshments will be provided. Members to aim to arrive at the hall between 7.15 p.m. and 7.30 p.m. to help set up. The Chairman had organised posters and asked the contributors to provide her with written reports a few days in advance. J Finch confirmed he will be unable to attend.
16. **Boundary Commission Consultation** - It was agreed to issue a response by summarising the points made by members between meetings on a comments sheet - **Action Clerk**.
17. **Finance** - The Chairman read from the bank balances as at 28th February 2018 as £1000 in the Current Account, £39118.00 in the linked Account and £8945.13 in the Capital Investment Account making a total of £49063.13.
Further work in the Burial Ground was considered and approved - **Action Clerk to authorise**. The Data Protection changes were discussed. The data held by Parish Councils is low risk and therefore there is a view the requirements on Parish Councils are disproportionate. The Chairman went through identified areas to move towards compliance. The Clerk had researched from an information day at SALC. The data applies to records kept on-line and paper. Proposed changes included introducing consent forms for Allotment Holders to retain their data and also from those purchasing future Burial Rights, not forwarding residents emails without removal of identifying information and going through old records to dispose securely of unnecessary paperwork. Future care should be taken to black out personal data on all

records kept. It was agreed for the Clerk to investigate, with the private Data Protection Officer Service offered through SALC, the basic level of cost - **Action Clerk.**

18. Accounts for Payment

Colne Contracts Ltd (Burial Ground) - Funds Transfer	2430.00
Employment Costs totalled (Salary/deductions etc) - Funds Transfer	1154.65
Suffolk County Council (Street Lighting) - Funds Transfer	1191.64
Mortimer Contracts Ltd (Litter, grass, rec.) - Funds Transfer	1058.40
Nayland Village Hall (Hall hire) - Funds Transfer	30.00
Environment Agency (Allotments) - Funds Transfer	18.41
SALC (Training) - Funds Transfer	12.80
Total	£5895.90

The meeting closed around 9.37 pm.