

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

Present: M George, K Cannings, P Fuller, G Battye, M Booth, D Hattrell (Clerk), J Finch (County Cllr) and 1 member of the public.

**Before Commencement of the Meeting**

**a. Public Forum**

An update was given that the Environment Agency were planning to remove the trees by the river at Caley Green on 13th August.

**b. District Council Report**

M Barrett had sent apologies. Her report covered Planning Applications, consideration being given to the re-development of the former HQ in Corks Lane, Councillor Allowances Review and a scheme to promote a better understanding of respective roles between officers and councillors at the District Council.

**c. County Council Report**

J Finch attended and reported on Specialist Education for Children and Young People, a review of highways maintenance, solar panel scheme for Suffolk and road works scheduled for this summer.

**Parish Council Meeting**

**1. Election of Chairman**

With the support of K Cannings and P Fuller as joint Vice Chairman, M George agreed to stand as Chairman until the Elections next May. This was proposed by P Fuller and seconded by K Cannings and unanimously carried.

**2. Declaration of Acceptance of Office**

The Form was duly completed.

**3. Apologies**

I Harris and G Walker had sent apologies.

**4. Approval of Minutes of 13th June Meeting:** These were accepted as a true record.

**5. Declarations of Interest by Councillors and Parish Council Vacancies:**

No Declarations of Interest were made. The Chairman agreed to draft an advert for the Councillor Vacancies and send it around. A space has been reserved in Community Times.

**6. Finance Report**

The Clerk read from the bank balances as at 29th June 2018 as £1000 in the Current Account, £43256.08 in the linked Account and £10946.52.13 in the Capital Investment Account making a total of £55202.60.

**7. Accounts for Payment**

Mortimer Contracts Ltd (Litter/grass/rec/allotments)	1087.20
Employment Costs totalled	1188.22
SALC (Internal Audit)	264.00
Spingold(Housing Needs Survey posters)	24.00
Chilton Office Supplies (Print ink)	18.06
Top Marques Direct (Audit printing)	0.62
Nayland Village Hall (hall hire)	78.00
Allotment Prize Cheques totalling were approved	45.00

**8. Planning**

**1. Decisions from the Planning Authority:-**

- The Planning Authority did not wish to object to tree works at Bear House, Bear Street, so the work can proceed - **DC/18/02602**
- Planning Permission had been granted for single storey rear extension at 6 Bear Street - **DC/18/01870**.
- Planning Permission had been granted for fencing at Hullbacks Farm, Dead Lane - **DC/18/01728**.
- Listed Building Consent has been refused for internal alterations at 9 Bear Street - **DC/18/01933**.

- e. The applications for change of use at 41 Bear Street have been withdrawn - **DC/18/01230/1**.
- f. Planning Permission had been granted for attic conversion and external alterations at Old Brewery House, 20 Church Lane - **DC/18/00954**.
- g. Listed Building Consent had been granted to restore 82 Bear Street following oil leak - **DC/18/01534**.
- 2. Bear House, Bear Street** - The Babergh Tree Officer saw comments from our Tree Committee, however, the birch was not of a TPO standard, so the owner was free to manage their trees as they wished - **DC/18/02602**.
- 3. Brickley Grove, Champions Hill** - Application for Lawful Development Certificate - **DC/18/02929**  
Members of the Parish Council were able to advise the following: -
- 1) Caravans were on site approximately 40 years ago and have been present since that time and occupied
  - 2) It was observed that children attended local schools whilst living on the site
  - 3) The Parish Council could not offer any information in relation to the buildings.
- 4. 5 High Street** - Application for repair and replacement gates - **DC/18/02343 - No Objections**.
- 5. Any other urgent planning items** - On the newly received application for Brunnings Farm, documents were missing from the Planning website. It was agreed for the Clerk to contact the Planners requesting that the documents are loaded - **Action Clerk**. There were No Objections in respect of the Tree application at 100 Bear Street, however, one of the Tree Committee had yet to comment, so it was agreed for the Clerk to wait for the deadline before responding to the Planning Authority - **Action Clerk**. In relation to the Village Hall Roof Application, the Parish Council approved the draft from the Architect appointed by the Village Hall Management Committee. It was agreed for the Parish Council to work with the Village Hall Committee and Architect to put in the application as drafted - **Action Clerk**. Finally the Chairman reported on a Rural Housing Event she attended where Neighbourhood Planning was discussed.
- 9. GDPR: Progress Report and Feedback from Training:** The Chairman and P Fuller attended training on the subject and notes were to follow to members. The Chairman will be proposing a working party to help move towards full compliance. The Clerk will work on the templates between meetings - **Action Clerk**. A shredder may be required for secure disposal of identifying information.
- 10. Recreation and Open Spaces**  
The banner for the Fireworks night was approved between meetings for Caley Green. The Chairman shared recent communications with the Environment Agency in respect of the management of Caley Green and their plans. Parking was an issue recently but it was understood to be an isolated event due to School parents. The signs seem to be helping matters and the Parish Council will continue to monitor. The Chairman continues to liaise regarding a temporary Memorial Garden on Caley Green and members had no objections to the small designated area being mowed and roped off. There were a few small recommendations from the Tree Field Analysis which will form an autumn action plan. P Fuller will follow up, with the Agent, obstruction to the walkway near the Village Hall - **Action P Fuller**. Our Grounds Maintenance Contractors have reported that some trees need lifting on Caley Green as they obstruct the maintenance of the area. It was agreed to contact Suffolk County Council in the first instance as they own the land - **Action Clerk**.
- 11. Housing Needs Survey**  
The Analysis is currently in progress and a report is expected in October.
- 12. Highways**  
The Clerk shared with members the response from Babergh District Council on the frequency the grass should be cut. Members will now monitor whether this is taking place. There had been a recent cut following our reports. Anglian Water had advised of forthcoming water main work in July on Champions Hill. "Reflective posts in Wiston" will form an Agenda item for September - **Action Clerk**. M Booth will report erosion to banks along the roadside in Wiston on-line - **Action M Booth**. G Battye has agreed to investigate the condition of the Heycroft Way bus shelter with I Harris and report back - **Action G Battye**. K Cannings reported that the pot hole on the High Street is now marked.

13. **Street Lights**  
Members all confirmed they had responded any issues with the list of Street Lights in the inventory of work by the County Council. The Clerk will now respond to the County Council based on the responses given and at the same time chase the outstanding work - **Action Clerk.**
14. **Footpaths**  
The Chairman spoke to the landowner and has re-sent the photographs of the eroding permissive path. A response is now awaited.
15. **Allotments**  
G Battye will check his calendar to see if he is free to present the Allotment prizes at the Flower Show - **Action G Battye.** It was agreed to defer the Agenda item of considering the catchment for Allotment holders - **Action Clerk.**
16. **Village Hall**  
The Cinema is due to open again in September and the sound system is under consideration. There was a dispute over the use of the Car Park. The hirer had an expectation it was for their use when a Rambling Group parked causing capacity issues. It was suggested that the Village Hall review their terms of hire and make it clear whether the hirers take priority. Other requests for use of the car park could be considered depending on whether it clashes with a hirer. This is something for the Village Hall Management to decide on. It was reminded that the Parish Council is one of the signatories required to access the Village Hall Endowment fund. It was suggested that funds should be withdrawn to assist with the Roof Project.
17. **Community Council**  
The minutes of the recent meeting had been circulated.
18. **Correspondence**  
Members had information about the on-going correspondence and the circulation items were started.
19. **Burial Ground**  
There was nothing to report.

**The meeting closed at 9.35 pm.**