

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 13th JUNE 2018, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: M George, K Cannings, P Fuller, G Walker, I Harris, M Booth, D Hattrell (Clerk), M Barrett (District Cllr) and 1 member of the public.

**Before Commencement of the Meeting**

**a. Public Forum**

The new temporary signage on Caley Green was discussed which seems to have had a positive impact over the first 3 weeks. The Chairman has been liaising with the Stour Boating Group who communicate with their members.

**b. District Council Report**

M Barrett attended and discussed her report covering the District Council's newly formed Cabinet. On Planning the Rushbanks application has been withdrawn and she was awaiting further information in relation to the application for design and layout on Harpers Hill. Information on the 5 year land supply is to be provided on an annual basis. Full Council were due to consider the 3 different options for the former Hadleigh HQ. M Barrett was questioned on Affordable Housing provision from the former HQ in Corks Lane. M Barrett believed Affordable Housing was being addressed elsewhere in Hadleigh.

**c. County Council Report**

J Finch had sent apologies and no report was provided. The Chairman had spoken to J Finch in the build up to the meeting and advised that the A134 speed limit changes had been approved. Funding is now required to implement the changes. M Booth advised that he has researched the criteria for new Parish Councillors and they must live within 4.8 km of the Parish Boundary.

**Parish Council Meeting**

**1. Election of Chairman**

K Cannings and P Fuller agreed to share the role of Vice Chairman. M George agreed to continue as Chairman for a further period. The Clerk is to check with SALC the procedure should M George decide to resign as Chairman and if no other members were willing to take on the role - **Action Clerk.**

**2. Declaration of Acceptance of Office**

The Form was duly completed.

**3. Apologies**

G Battye had sent his apologies.

**4. Election of Vice Chairman**

It was resolved for K Cannings and P Fuller to share the role of Vice Chairman.

**5. Nomination of Representatives:**

The Highways responsibilities were updated and the Chairman agreed to circulate the list - **Action Chairman.**

Mrs Fuller will continue with the Village Hall.

M Booth will continue with Community Council.

G Battye and I Harris - Recreation Ground.

Mrs Fuller and G Battye - Walsh Trust.

I Harris and G Walker - Allotments.

Mrs Cannings, Mrs Fuller and I Harris - Open Spaces.

The Chairman, G Walker, Mrs Fuller, Mrs Cannings - Finance.

The Chairman will continue with the Burial Ground assisted when required by G Battye. SALC representation is to be advised.

**6. Approval of Minutes of 9th May Meeting: These were accepted as a true record.**

**7. Declarations of Interest by Councillors:**

The Chairman will abstain from agreement of payments as one of them is to reimburse her expenses.

**8. Finance Report**

The Clerk read from the bank balances as at 31st May 2018 as £1000 in the Current Account, £47887.99 in the linked Account and £8945.13 in the Capital Investment Account making a total of £57833.12.

The Internal Audit was scheduled for 25th June and the External Audit dates have been amended accordingly.

The Audit Accounts and Statements were duly approved. The National Savings signatories were updated and approved in the meeting.

9. **Accounts for Payment**

|  |         |
|--|---------|
| Mortimer Contracts Ltd (Litter/grass/horsewatering)            | 796.80  |
| Employment Costs totalled                                      | 1213.72 |
| SALC (Subscription)  | 429.19  |
| John Moore Only (Tree Field Analysis)                          | 215.00  |
| Spingold(Housing Needs Survey labels)                          | 42.00   |
| M George (Horse trough plants/travel for Housing Needs Survey) | 36.70   |
| St James' Church Hall (Hall Hire)                              | 22.50   |

10. **Planning**

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

a. Listed Building Consent had been granted to replace and reposition driveway gates at 5 High Street - **DC/18/01422**

b. The Application for a general purpose agricultural building at Rushbanks Farm, Bures Road had been withdrawn - **DC/18/01126**

**2. 8 High Street** - Listed Building Application for internal alterations - DC/18/01579 – **No Objections subject to Heritage Officer approval. Delays with Planning Department posting documents on the website was also raised.** This was dealt with between meetings.

**3. Hullbacks Farm, Dead Lane** - Application to replace willow boundary fences - DC/18/01778- **No Objections.** This was dealt with between meetings.

**4. The Bungalow, Harpers Hill** - Details following out-line permission - DC/18/01869 - **A detailed response was agreed between meetings as Planners were unable to extend the deadline for responses until after the scheduled Parish Council Meeting. The Parish Council continues to object and has requested a site meeting is arranged for the Planning Committee to appreciate difficulties at the location. Support has been requested from District Cllr M Barrett in this regard.**

**5. Yew Tree Cottage, 15 Court Street** - Sash window including Listed Building Consent - **DC/18/02198 &9** - This was considered between meetings to comply with the deadline. **There were No Objections subject to agreement by the Heritage Officer.**

**6. Mill House, Wiston Hall Lane** - Listed Building to replace garage and stores - **DC/18/02217** - This application was discussed and there were **No Objections subject to conditions** as follows: -

- 1) Preventing a new separate residence being formed
- 2) Preventing the first floor office becoming a separate business
- 3) Requiring the outbuildings to be used in connection with the main house and not being let or sold separately.

A comment was also made regarding concern over the dominant design of the Clock Tower aspect.

**7. Any other urgent planning items** - The Listed Building application for restoration following a boiler leak at **82 Bear Street DC/18/01534** was discussed. **There were No Objections.**

11. **GDPR: Approval of Policy and Process:**

It was confirmed that the Parish Council no longer needs to employ an independent Data Protection Officer, however, does need to comply with the policy. It was agreed to use the SALC document templates as a starting point and make progress towards compliance. This Council had already identified some areas where procedures should be adapted and members were encouraged to attend the forthcoming SALC training in this respect.

12. **Recreation and Open Spaces**

The Tree Risk Analysis had been completed and the report had just been received. It was agreed to include as an Agenda item for the July Meeting - **Action Clerk**. It was resolved to allow a temporary field of remembrance to be located on Caley Green. The ultra race to come through the village and stop at Pop's Piece was agreed again this year - **Action Clerk to inform the organisers.** Between meetings some urgent work was instructed at the Recreation Ground and this was explained to the meeting.

13. **Housing Needs Survey**  
All the surveys had been delivered by volunteers from the Parish Council and posters were to go up.
14. **Highways**  
It was reported earlier that the reduced speed limit on the A134 had been approved. A complaint was received regarding parking during the Open Gardens event. M Booth had cleaned a road sign in Wiston. Concern was expressed regarding the lack of cuts to the green spaces in the village managed by the District Council. It was agreed for the Clerk to enquire as to the regime - **Action Clerk**. Reflective posts at Wiston was agreed as an Agenda item for the July Meeting - **Action Clerk**. Some pot holes were still outstanding and references needed to be identified.
15. **Street Lights**  
The queries regarding the Invoice for Street Lighting upgrades were discussed. All members were to check their areas and confirm urgently to the Clerk any work listed that hasn't been completed. The Clerk will then confirm to the County Council it is in order to proceed to produce the Invoice - **Action All**.
16. **Footpaths**  
The footpath warden continues to pro-actively report issues with the Right of Way around the network of paths in the Parish. An unofficial re-alignment of Footpath 11 near Smoky Farm had been the subject of recent correspondence.
17. **Allotments**  
The Annual Meeting with Allotment Holders took place the week before. Stricter enforcement had been suggested regarding the uncultivated allotments where weeds were spreading to neighbouring allotments. It was agreed to send a reminder with details of the Allotment Competition date. A suggestion was made to review the Prize amounts for the future and also to include an Agenda item regarding extending the catchment for Allotments - **Action Clerk**.
18. **Village Hall**  
There was no recent meeting, however, the Ladies Toilets flooded and a long term leak was found necessitating floor renewal.
19. **Community Council**  
There was no recent meeting to report on.
20. **Correspondence**  
Members had information about the on-going correspondence and the Chairman had observed that the Regional Police Meetings were held on the Nayland with Wissington Parish Council Meeting nights each month. This has been communicated to the organisers.
21. **Burial Ground**  
There was nothing to report.

**The meeting closed at 9.20 pm.**