

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 9th SEPTEMBER 2020, AT 7.30 PM BY VIDEO CONFERENCING.

Present: M George (Chairman), P Fuller, G Battye, L Erith, P Wilkie, D Hattrell (Clerk), J Finch (County Cllr), M Barrett (District Cllr), L Brooks (Community Times) and 3 members of the public.

**Before Commencement of the Meeting**

**a. Public Forum**

Nothing was raised.

**b. District Council Report**

District Cllr M Barrett attended and had issued a report confirming the District Council Annual Meeting was to be held on Microsoft teams. The Chairs of the various committees were to be appointed. The Planning white paper is entering its final phase and Councillors have arranged to meet to provide feedback to the Communities Office. On local matters, permission had been granted for a temporary structure at The Anchor for indoor dining as the weather worsens. Also the new civil parking team have been active in the area and Cllr Barrett was concerned about trades people getting penalised where their parking options are limited close to customers houses. In relation to the Covid response, since March the "Home but not Alone" service has received over 12,000 calls, resulting in 3,500 food referrals and 2,000 medicine referrals. Help is still available for callers but the free food packages have ended as those who were advised to shield can go to the shops. 45 new homes are being built at the Chilton Place Development off Waldingfield Road, Sudbury to help low income home seekers. This will add to the District Council social housing stock. Compost is being given away free as a product of the brown bin scheme. Support staff at the District Council have received a 2.75% pay deal from April this year.

**c. County Council Report**

County Cllr James Finch attended and had reported about the preparations for SCC School travel in accordance with covid guidelines. Planning in this respect has been complex and spare seating capacity will take further time to review. Chambers Buses are re-introducing close to their full timetable from this month. This has been made possible by the rate per mile payment from the Department for Transport. Preparation is now in place for a safe return to School this month. Suffolk Highways commitment made in 2017 to surface 1000 miles of roads was completed last month. Further investment locally and from central government is encouraging Apprenticeships for those aged 16-24 at small to medium sized Suffolk businesses. Further Fostering and Adoption virtual sessions are available. J Finch urged individuals to get in touch with him in relation to specific school travel difficulties.

On local matters he updated the meeting on the response he has received regarding the experimental yellow line proposals. Feedback has been mixed and the time it would take to implement the changes is longer than expected. He reported that of the 40 houses that flooded in Suffolk following exceptional rainfall, 10 were in Nayland. Full investigation and resolution for the future is being worked upon.

**Parish Council Meeting**

1. **Apologies:** N Cartwright and D Harris.
2. **Approval of Minutes of 12th August Meeting:** These were accepted as a true record.
3. **Declarations of Interest by Councillors:** The Chairman and P Wilkie both declared an interest in the application at 4 Birch Street and they would both abstain from any voting in this respect.
4. **Finance Report**
  - i) The Chairman read from the bank balances as at 1st September 2020 as £1000 in the Current Account, £33378.92 in the linked Account and £17240.37 in the Capital Investment Account making a total of £51619.29.
  - ii) List of Pre-agreed payments for September: -

Mortimer Contracts (Grass/Litter/recreation/open spaces)	1327.20
Employment Costs totalled	1379.71
B D Hurren (open spaces - repairs to bench)	195.00

Fen Street Designs (web hosting)	94.00
S Carter (Bus Shelter Clean)	20.00

The Internal Audit Report had been circulated ahead of the meeting. There were no specific recommendations this time, however, we still need to schedule the usual annual reviews of policies/regulations. The Clerk/Responsible Finance Officer will undertake to check our Internal Control Policy to ensure the slight variations due to Covid are documented. This can go to Finance Committee in the first instance in the usual way - **Action Clerk**. The Chairman confirmed the CIL criteria includes new waste bins. Members agreed the principle of using some CIL money for new bins and it was agreed to investigate the specification and costs.

## 5. **Planning**

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

- a) Non material amendment to DC/19/02118 - 25 Stoke Road application was approved in relation to the rear window with stable door - **DC/20/02543**.
- b) Listed Building Consent had been granted at 5 Birch Street for Internal alterations, new rear french doors and removal of bathroom ceiling - **DC/20/02382**.
- c) Conditions have been approved at Longwood House, Stoke Road in respect of illumination, boundary treatments, joinery and parking/manoeuvring - **DC/20/02027**.
- d) The Planning Authority do not wish to object to the felling of conifer tree at 39 Fen Street - **DC/20/02854**. The Parish Council and Tree Warden had no objections.
- e) Planning permission had been granted for the siting of a park home for a temporary period during construction at Land at The Studios, Harpers Hill - **DC/20/02454**.
- f) Planning permission had been granted for change of use of land and erection of dwelling and associated outbuilding at Hammonds, Harpers Hill - **DC/20/01527**
- g) Consent had been granted for works on protected trees at Park House, Wissington Uplands - **DC/20/02818**. The Parish Council and Tree Warden had no objections.
- h) Conditions have been approved at New Farm, Harpers Hill (DC/17/04206) in respect of mitigation, fire hydrants, access, surface water, footpath and parking - **DC/20/02064**
- i) Non material amendment to DC/17/04206 has been approved at New Farm, Harpers Hill to enable the access road width to be simplified and reduced - **DC/20/02065**
- j) Conditions have been approved at The Bungalow, Harpers Hill in relation to parking, refuse bins, biodiversity and sensitive lighting scheme - **DC/20/02877**
- k) Planning permission had been granted for a two storey building (Class B1 use) and parking at Redundant Builders Merchants Yard, Nags Corner, Wiston Road - **DC/20/02094**.
- l) The Planning Authority does not wish to object to the reduction of 2 walnut trees at 43 Bear Street - **DC/20/03115**. The Parish Council and Tree Warden had no objections.
- m) Planning permission had been granted with conditions for a garden study/store at 6-8 Birch Street - **DC/20/02864**
- n) Listed Building Consent had been granted with conditions to insert a new doorway between the bedroom and bathroom at Hillside, 14 Stoke Road - **DC/20/03043**

**2.** 4 Birch Street - Planning and Listed Building application for a garden study/store (following demolition of existing lean ) This was considered between meetings to comply with the deadline - **DC/20/03375**. There were **No Objections**. The abstentions from the Chairman and P Wilkie were duly noted.

**3.** Parsons Pyghtle, Wiston Hall Lane - Application for a two storey side extension. This was considered between meetings to comply with the deadline - **DC/20/03458**. There were **No Objections**.

**4.** 43 Bear Street - Planning and Listed Building applications for alterations and also conversion of an outbuilding to an annex - **DC/20/03661/2**  
The following response was agreed: -

*"Please note Nayland with Wissington Parish Council has No Objections to the internal alterations subject to the Heritage Officers approval.  
We also have No Objections to the change of use of outbuilding to a residential annexe subject to a condition to ensure it cannot be used or sold separately from the host dwelling."*

- 5.** The Old Vicarage, 4 High Street - Application to carry out works to tree protected by Preservation Order - **DC/20/03767** - There were **No Objections**.

**6.** Planning Policy White Paper circulated by SALC - Members were concerned that they didn't have the expertise to make useful comments to this consultation. However, it was agreed to set up a comments sheet for members to comment within 2 weeks if they had something to add. The Chairman and Clerk will liaise between meetings to decide if a formal response is worthwhile - **Action Chairman and Clerk**.

**7.** Any urgent Planning matters - The proposed orangery at the Anchor has been granted temporary consent for 6 months to ensure the business can keep going during the current challenges and as the weather worsens bringing customers inside. On another matter, P Fuller reported the field where spoil had been deposited (which has been the subject of discussion at previous meetings) has been grassed over which is considered an improvement.

**6. Urgent Recreation and Open Spaces:**

The Chairman thanked G Battye for completing a comprehensive Risk Assessment and working on appropriate signage for the Play park. Following discussion, P Wilkie proposed the re-opening as soon as possible and ordering the signage. This was seconded by L Erith and unanimously carried. It was agreed for G Battye to order the signage up to a cost of £300 - **Action G Battye**. Also on the Play park, it was agreed to authorise repair to the field gate - **Action Clerk**.

The Chairman updated the meeting regarding the potential river bank repairs at Caley Green and that responses were awaited in this regard. A Fire Officer has asked to be involved in site meetings about the use of Caley Green as he is concerned about safety on the river. This was agreed. The Grounds Maintenance Contractor will be asked to trim the nettles as part of the usual contract work - **Action Clerk**. Sadly a tree was lost in the high winds and was made safe by our Grounds Maintenance Contractors. Sadly swans have been caught up in the broken grill which was reported at the time. It was agreed to follow up with the Environment Agency - **Action Clerk**. P Wilkie suggested signage on Caley Green reminding people that a license is needed to use river crafts/paddle boards etc on the water. L Brooks agreed to put a reminder in Community Times. It was agreed for the Clerk to remind the Environment Agency about potential signage in her correspondence about the swans - **Action Clerk**. G Battye took the opportunity to thank the friends of Caley Green for all the tidying and signage on Caley Green. It was agreed to look at more permanent mobile signage. The Chairman asked members to give some thought to having an uncut area at the far end of Caley Green for wild flowers. It could be cut once or twice a year.

- 7. Any updates from Community Response to Covid 19:** The regular bulletins have been circulated to local organisations. L Brooks continues to update the FaceBook page.

**8. Urgent Highways Safety Matters:**

In relation to the potential experimental yellow lines for Bear Street and Anchor bridge, Suffolk Highways would take longer than anticipated to implement the scheme and would prefer a proper consultation process as with a standard scheme. Members noted this was hastily brought before the last Parish Council Meeting. Residents have mixed views on the schemes and there are concerns, problems will shift elsewhere in the Village as a result. After careful consideration of the matter, views from residents and the recommendations from Suffolk Highways, it was resolved to defer the schemes. The Chairman explained the flooding issues and confirmed she met the Engineers to highlight the on-going issues leading to the flooding. J Finch is involved and is giving priority to finding resolution. It was agreed to write to the representative at Suffolk Highways listing the issues to ensure nothing is missed during the investigation and resolution - **Action Clerk**.

- 9. Urgent Street Lighting Matters:** The insurance claim recently pursued again after some 5 years is on-going and being dealt with by the Parish Council's Insurers at the time.

- 10. Urgent Footpaths Matters:** A gate down behind the Old Pest House was reported to our Footpath Warden between meetings, she had explained that most gates and stiles on public footpaths are the responsibility of the land owner.

The eroding footpath which has been raised on many occasions at Parish Council is worsening, however, walkers divert to a nearby field. This is becoming the new established route.

11. **Urgent Allotment issues** : The new Allotment sub-committee and the Chairman have reviewed the Allotment Conditions. This followed research with the Allotment Association. The new proposed document was circulated to members ahead of the meeting. P Fuller proposed we adopt the new document which can be sent to all Allotment Holders with this year's rent requests. This was seconded by P Wilkie and unanimously carried. The vacant allotment has been offered to the next on the waiting list. As a response has not been forthcoming, a deadline has since been issued to enable the allotment to go to the next person waiting - **Action Clerk**.
12. **Urgent Village Hall matters**: P Fuller has resigned as the Parish Council representative on the Village Hall Management Committee. The Chairman asked for members to consider whether they would like to take on this role. A further meeting was due shortly. Some of the usual garden maintenance by the Groups is required including the Parish Council. G Battye asked members to keep in mind the running costs of the hall during the shutdown period.
13. **Urgent Community Council matters**: L Erith attended and reported that the Parish Council were hoping to re-open the Play park. Various events have been cancelled this year including the fireworks and Christmas Fayre.
14. **Correspondence**: The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items.
15. **Urgent Burial Ground issues**: The Chairman will make contact with our Grounds Maintenance Contractors for the annual review of Burial Ground Maintenance.

The meeting closed at **9.13 pm**.