

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 15TH SEPTEMBER 2021, AT 7.30 PM AT THE STEVENSON CENTRE, GREAT CORNARD AND BY VIDEO CONFERENCING.

Present: M George (Chairman), P Wilkie, D Harris, G Battye, P Fuller, D Hattrell (Clerk) and M Barrett (District Cllr) attended in person and J Finch (County Cllr), L Brooks (Community Times) and 3 members of the public attending via the Video link.

Before Commencement of the Meeting

a. Public Forum: A resident asked the current situation with Caley Green. The Chairman confirmed there would be short report under the Recreation and Open Spaces Agenda item, however, the findings of the survey are still to be analysed by the working party and would be discussed at a separate meeting before any decisions can be made.

b. District Council Report

District Cllr M Barrett reported that the District Council did not have a meeting during August. Face to face council meetings are again taking place in Endeavour House. Officers are working on plans to bring more staff back into the offices although some home working will continue.

September agenda

At the next full council meeting one of the items being considered is approval of a review of the salary scales applied to Assistant Director and above posts. She has asked for more information to be disclosed before agreeing.

New social housing

21 new homes have been completed on the site of a former care home in Hadleigh at a cost of £3m. One and two bedded units will be available with some shared ownership.

Afghan Refugees

There is a short statement on how we are helping Afghan refugees in this area.

Devolution in local government in Suffolk

Suffolk public sector leaders have written to the Secretary of State to express interest in a devolution deal in Suffolk.

Appointment of a Ranger to the Dedham Vale AONB

M Barrett was meeting the newly appointed Ranger in September to discuss difficulties faced by residents primarily in Bures St Mary due to the influx of visitors. She asked for additional issues to raise.

Councillor Locality Award

The application process is open for schemes that meet the following criteria:

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- create strong, thriving and connected communities
 - support communities in their response to the climate emergency
 - promote resilient and healthy communities
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c. County Council Report

J Finch attended via video link, however, had provided his report in advance confirming that Suffolk Health Chiefs were alarmed as Covid19 cases shot up ahead of the Bank Holiday. There is now an upward trend of infection rates in South Suffolk. He again urged regular rapid flow tests. All Suffolk Councils are committed to assist vulnerable Afghan Refugees. 18 Youth projects across the County have been awarded funding to respond to gaps in youth activities and services brought about by the pandemic. Suffolk Public Sector leaders continue to talk with Government regarding devolution. A series of events are scheduled relating to climate change. Virtual fostering and adoption sessions continue.

Parish Council Meeting

1. **Apologies:** were received from L Erith, N Cartwright and R Thorogood
2. **Approval of Minutes of 11th August Meeting:** These were accepted as a true record.
3. **Declarations of Interest by Councillors followed by Consideration of Future Meeting Arrangements:** No interests were declared. In relation to future meetings, following discussion a

resolution was passed to go back to meetings at the main hall in Nayland whether or not wifi is installed. It is anticipated working wifi will feature in the future, but the venue for the next meetings in Nayland Village Hall will not be subject to wifi being installed. It was felt the main priority was to return to the Village. However, it was resolved that a Covid Safety assessment will be made at the Village Hall and various measures will be in place to make the meetings as safe as possible which will include limiting the numbers of those able to attend. In addition to the next Parish Council Meeting, an open meeting about Caley Green will be organised as soon as practicable. P Wilkie stressed the urgency for that meeting to take place which was agreed by all.

4. **Finance Report**

i) The Chairman read from the bank balances as at 1st September 2021 as £1000 in the Current Account, £54253.35 in the linked Account and £17260.57 in the Capital Investment Account making a total of £72513.92.

ii) List of Pre-agreed payments for the August period: -

Mortimer Contracts (Litter/Burial Ground & Grass)	976.80
Employment Costs totalled	1249.15
Fen Street Designs (Web hosting)	94.00

Unfortunately members had only one quotation in their possession for the turning circle work and wanted further comparison. It was resolved to write again to the contractors we had previously approached, to check whether they would still like to quote and additionally get a breakdown of the costs involved from the contractor who has quoted - **Action Clerk**. This agenda item will therefore need to be considered for a future meeting - **Action Clerk**.

The CIL Return for year ending 31st March 2021 was duly approved and signed. It was noted £1000 has been earmarked from the CIL monies for new bins.

The Internal Audit Report was considered. There were 3 recommendations made. In relation to quarterly review of bank statements, the next one is due at the October Meeting and the Clerk has diaried - **Action Clerk**. There is a link on our website to the Babergh District Council Register of Members Interest records. Upon using the link it can be noted that 2 forms sent to the District Council in March 2020 have not been uploaded. The Clerk has now re-sent, the meeting noted that the Auditors pointed out it is the responsibility of each Councillor to check. Finally a Website Accessibility Statement needs to be prepared and the Clerk has contacted the Website host for advice in the first instance. The Chairman took the opportunity to thank the Clerk for all her work on the Internal Audit.

5. **Planning**

1. Decisions from the Planning Authority:-

A) Planning Permission and Listed Building Consent were granted for the change of use of Public House to dwelling at White Hart, 11 High Street - **DC/21/3615/3616**. The Chairman read through some of the important conditions including the retention of the Inn sign and bracket.

B) Listed Building Consent has been granted for repair and renovation of windows and front door at 82 Bear Street - **DC/21/03548**.

C) Planning Permission was refused for workers dwelling etc at Harpers Hill Farm, Harpers Hill - **DC/21/03776**. This was part retrospective and the Clerk was asked to enquire about Enforcement Action - **Action Clerk**.

D) Consent has been granted for work to protected trees at Park House, Wisington Uplands - **DC/21/03873**.

E) The Planning Authority did not object to the reduction of yew by 30% at the Church of St James, Church Lane - **DC/21/04569**.

F) Planning Permission was granted for extensions at Townlands, Harpers Hill - **DC/21/03931**.

2. Church of St James, Church Lane - Notification of works to trees in a Conservation Area - **DC/21/04569**. This was considered between meetings to comply with the deadline and there were **No Objections** from both the Tree Warden and the Parish Council.

3. 9 Heycroft Way - Application for rear extension, internal alterations and front velux - **DC/21/04740**. There were **No Objections** subject to a condition requiring the en-suite window to have obscure glass.

4. 20 Harpers Estate - Erection of two storey side extension and single storey front extension - **DC/21/04816**.
The Parish Council had **No Objections**, however, it was agreed to comment on our understanding that a neighbour had not been consulted.
 5. Woodside, Wissington Uplands - Tree Preservation Order application to raise canopy and remove side growth of oak trees - **DC/21/04875**. This application had been withdrawn.
 6. 16 Birch Street - Notification of works to trees in a Conservation Area to fell sycamore and replace with apple tree - **DC/21/04965**. The Parish Council had **No Objections**.
 7. 97 Bear Street - Erection of a two storey rear extension and single storey side extension - **DC/21/04980**. Providing members have consensus on how to respond, it was agreed to deal with this application between meetings by using the form. If it proves to be contentious, it was agreed for the Clerk to ask for an extension of time from the Planning Officer - **Action Clerk**.
 8. **Any other urgent Planning matters** - No other urgent matters were raised.
6. **Urgent Recreation and Open Spaces:** The extensive work carried out so far and which is on-going by the working party in relation to Caley Green was acknowledged and praised. The importance of an early open meeting about Caley Green was stressed again and the need to involve official bodies. A report of the survey feedback to be issued in the build up to that meeting. It was agreed for the working party to make arrangements for that meeting - **Action Working Party**. It was noted that Stour Boating have extended the deadline for their grant and were supportive of protecting the bank from further erosion. Some residents in Bear Street with riverside gardens have applied to the Environment Agency to maintain reed beds following all the guidelines. A concerned resident has reported the use of Caley Green as a public lavatory. It was agreed to pass on this information to the new ranger to help to resolve. Some urgent repairs at the Fairfield Playground were undertaken between meetings. Some cracks remain in the surfacing and it was agreed to book the Annual Safety Inspection - **Action Clerk**. The hedge needs some tidying up, however, not in relation to the height. The fence at Pop's Piece appears to be leaning and monitoring was suggested in this respect.
 7. **Any updates from Community Response to Covid 19:** L Brooks continues to update FaceBook. The Chairman continues to forward information emails to Village Organisations.
 8. **Urgent Highways Safety Matters:** The Civil Parking Enforcement Order was discussed. The only concern raised was against entire car parks to only operate with smart payments. It was agreed to make this challenge in response to the consultation - **Action Clerk**.
 9. **Urgent Burial Ground issues:** The Annual maintenance plan will involve trees in need of pollarding and an inspection of the boundary fence. It was agreed for the Clerk to ask the Grounds Maintenance Contractors to contact the Chairman to arrange the autumn inspection - **Action Clerk**. Budget will need to be considered by Finance Committee with all relevant information.
 10. **Urgent Street Lighting Matters:** The Clerk had received an update from the County Council Engineers that three Street Lighting upgrades were going ahead on 20th September. A lantern we have been storing will be needed, so P Wilkie agreed to go with the Chairman to collect and then store for the contractor to collect - **Action Chairman and P Wilkie**.
 11. **Urgent Footpaths Matters:** D Harris agreed to report a tree obstructing a footpath to our Footpath Warden and then on-line. L Erith had reminded ahead of the meeting that Dead Lane is in a messy state and it was agreed to seek help from J Finch in this regard - **Action Clerk**.
 12. **Urgent Allotment issues:** It was noted that some allotment tenants are changing in view of two plots that were given up recently. Others have been written to where allotments are currently uncultivated. The annual rents were due shortly - **Action Clerk**. Consideration then turned to the siting of a donated bench for public use. The Chairman explained the history which had already been emailed to the Parish Council. Members were not in favour of a boundary being moved on a plot to free up space for a public bench. They were, however, happy for a suitable site near the gap in the hedge to be agreed and for the resident donating the bench to instruct contractors of his choice providing a meeting is arranged with the contractors to agree the precise location and the manner of the work. It was agreed

for the Chairman to take this forward - **Action Chairman**. In relation to the repairs needed to the steps across the boundary from the Allotments to Bell Meadow it was agreed to seek a quote from our Grounds Maintenance Contractors when a specification is agreed by the Right of Way Officer. Liaison will also be required with the land owner to ensure permission is gained.

13. **Urgent Village Hall matters**: The recent matters relating to the installation of wifi to the Village Hall were discussed. Upgrading at the pole feeding the Village Hall is needed and has been authorised. However, no timescale for completion has been provided at this stage.
14. **Urgent Community Council matters**: The Minutes are regularly circulated and the only matter that required the Parish Council to take forward was the amount to be allocated towards Jubilee Mugs. Members agreed they require further details before agreeing the contribution. As a financial item this will need to be added as an Agenda item when the details have been circulated.
15. **Correspondence**: The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items.

Just as the meeting was about to close, G Battye proposed for this meeting to record their admiration and thanks to the Chairman in relation to her careful handling of the various demands of the role which in recent times has been extensive. All took the opportunity to thank the Chairman in this respect.

The meeting closed at **9.37 pm**.