

MINUTES OF THE NAYLAND WITH WISSINGTON ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY, 19TH MAY 2021, AT 7.30 PM COMBINING FACE TO FACE AND VIDEO CONFERENCING. THE VENUE WAS STEVENSON CENTRE, GREAT CORNARD.

Present: M George (Chairman), G Battye, N Cartwright, L Erith, R Thorogood, P Wilkie, D Hattrell (Clerk), M Barrett (District Cllr) all attended in person and P Fuller, J Finch (County Cllr), L Brooks (Community Times) and 5 members of the public all attended virtually via the Zoom link.

The early part of the meeting was made difficult with some technical difficulties which improved greatly for the latter part of the meeting.

**Before Commencement of the Meeting**

**a. Public Forum:** The first question was the actual length specified for the wooden revetment as there seemed to be a discrepancy with the Environment Agency's indicative layout. The Chairman explained the original scheme was for an extended revetment, however, this proved unacceptable to the Environment Agency. Stour Boating did then agree to pay £750 towards a like for like replacement. Questioning continued in relation to the types of soft revetment being considered (including without planting) and which independent experts were being consulted. Concern was expressed with continuous planting that gaps for wildlife, to get in and out of the water, would not be provided. The Chairman explained the current position and that further information was awaited. She also explained that it was not possible to meet the grant application deadline as the scheme is yet to be designed, so all comments and suggestions were being noted. An important point was made by the friends of Caley Green and residents that when further progress is made with the design they asked to be consulted as this is such an important place in the village for residents to enjoy. Due to technical difficulties at the start of the meeting, Colette O'Shea from the Conservation Society introduced herself at the end of the meeting having observed the full meeting. The Conservation Society welcomed the involvement of the various experts in relation to Caley Green and were interested to understand more and support the Parish Council towards the right solution.

**b. District Council Report**

District Cllr M Barrett attended and reported that local elections were held on 6 May for Suffolk CC and also a by-election for a Babergh seat caused by a resignation in Great Cornard. This means we are back to business after a period observing a moratorium. The agenda for May full council is the election of Leader, Chairs and Vice Chairs for all the committees namely Overview and Scrutiny, Audit and Standards, Planning, Licensing and Appointments as well as Shared Revenue Partnerships. In line with parish councils they were to resume face to face meetings initially in a larger venue and then most likely back to Endeavour House. Planning was to return to face to face meetings from 19 May. Members of the public will be admitted on a limited basis. When they meet Councillors will have attended workshops on reviewing strategic priorities following impact of Covid 19. This focused on recovery from the pandemic and encompassed economy, environment, welfare, community and customers. In relation to the Joint Local Plan, a hearing was to take place with the Planning Inspector on 21 June prior to approval of the new Local Plan. After 4 years the wait is nearly over. See link below to Babergh webpage.

[New Joint Local Plan homepage \(Babergh\)](#)

**In relation to Site inspections**, the Chief Planning Officer has advised that planning and enforcement officers can resume site inspections although planning committees will wait further relaxation of social distancing as these involve greater numbers. Free fitness sessions are being offered to get us all to be more active. [Visit the Our Parks website](#)

G Battye then questioned M Barrett on the review of lock up garages. M Barrett confirmed the review is being carried out by the Housing Department at the District Council and she will seek further details in relation to the Nayland Garages.

**c. County Council Report**

County Cllr J Finch attended later into the meeting and had nothing further to add to his Annual Report from last month other than under a couple of Agenda items to be considered in the Parish Council Meeting that followed. He requested that the Chairman closed the Meeting briefly at those points to enable him to contribute.

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### **Parish Council Meeting**

1. **Election of Chairman:** G Batty proposed that M George continues as Chairman. This was seconded by L Erith and unanimously carried. M George confirmed her willingness to continue in the role with support from her fellow Parish Council Members and ideally with some succession planning before too long.
2. **Apologies:** P Fuller, D Harris - P Fuller contributed to the meeting virtually, however, was aware that she was unable to vote or make proposals.
3. **Approval of Minutes of 14th April Meeting:** These were accepted as a true record.
4. **Declarations of Interest by Councillors:** Nothing was declared.
5. **Appointment of Vice Chairman and Representatives:** The responsibilities of a Vice Chairman were discussed and the benefits of a robust Committee Structure. It was agreed for all members to give some thought to the best way forward and the existing roles will continue until next meeting. It was suggested that the Chairman hands over her direct monitoring responsibilities to free up her time for her main duties as Chairman. In the meantime N Cartwright and L Erith will continue to cover Community Council and P Wilkie is to continue to represent the Parish Council in relation to the Community Event. The meeting was closed briefly for M Barrett to comment on the development opportunities gained from experience on the Parish Council.
6. **Finance Report**
  - i) The Chairman read from the bank balances as at 1st May 2021 as £1000 in the Current Account, £62470.19 in the linked Account and £17260.57 in the Capital Investment Account making a total of £80730.76.

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

Mortimer Contracts (Litter/Grass & Recreation)	1033.20
Employment Costs totalled	1243.57
SALC (Subscription)	£453.37
SALC (Training)	£150.00
The National Allotment Society (Allotment membership)	£66.00
S Carter (Bus Shelter Clean)	£20.00

The End of Year Accounts for the period ending 31st March 2021 were approved, so it was agreed for the Clerk to now prepare the Audit Submission papers for approval at the next meeting.

### **7. Planning**

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

- a) Planning Permission and Listed Building Consent had been refused for single storey rear extension and raised decking at 84 Bear Street. This was due to adverse impact on the significance of the heritage asset and on residential amenity - **DC/21/01147/8.**
  - b) Listed Building Consent had been granted to re-roof 18 Birch Street - **DC/21/00167.**
  - c) Work can proceed to reduce cherry tree by one metre overall at Vine House, 1 Court Street - **DC/21/01892.**
  - d) Work can proceed to reduce 2 apple trees and 1 magnolia at The Old Post Office, 19 High Street - **DC/21/01889.**
  - e) Planning and Listed Building applications for rear extension, roof light and black feather boarding to rear outbuilding and internal works was withdrawn for 9 Fen Street- **DC/21/01414/15.**
- 2.** Timber Cottage, 22 Court Street - **DC/21/02272.** Application for loft conversion with insertion of dormer window on rear elevation with roof lights to side elevations. Replacement of 3 flat roofs with hipped pitched roofs. This was considered between meetings to comply with the deadline. The Parish Council had **No Objections.**

- 3.** Beaumont House, Bear Street - **DC/21/02563**. Application for planning permission for a single storey rear garden room extension.  
The Parish Council had **No Objections**
- 4.** Stour House, 23 Court Street - **DC/21/02798**. Application for a storage building (following removal of existing).  
The Parish Council had **No Objections**
- 5.** **Any urgent Planning matters** - The Chairman had booked herself a place on the SALC Planning training and she encouraged others to look at the training workshops that may be of benefit to themselves.
- 8.** **Urgent Recreation and Open Spaces**: Recommendations for turning circle, Caley Green report, War memorial and other monuments. It was resolved to go ahead with the recommendations for the turning circle and seek quotations. Members agreed to email the Clerk with suggested contractors to send the specification to - **Action All**. In relation to the War Memorial and other monuments, it was agreed to seek quotations for a safety inspection, cleaning and some lettering refurbishment. The Clerk was to look out the previous contractor who carried out the work in 2013 in the first instance - **Action Clerk**. Attention then turned to Caley Green. The Chairman read responses to the questions raised at the Annual Parish Assembly. She explained that because all the information had not been gathered, the grant application was not possible. We currently have £750 towards a like for like replacement of the wooden revetment and £500 towards signage. The petition was acknowledged. All agreed the importance of listening to views and working together with the Friend's of Caley Green to draw up objectives of importance to all interested parties. It was agreed for a working group to be formed from the Parish Council to engage with residents and relevant experts and draw up objectives. The Chairman, P Wilkie, D Harris and N Cartwright will form the working party. From the information so far, the Chairman reassured the meeting the planting discussed so far was not intending to block the view and the specification and individual plants are still to be agreed. The list of objectives could then inform the specification to be considered - **Action Working Group**.
- 9.** **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.
- 10.** **Urgent Highways Safety Matters**: A request to park a vintage tea van for entire weekends was considered. Concerns were raised regarding the potential of encouraging more visitors and the lack of toilets. The parking restrictions will be in place soon which will again limit the space to park. It was agreed the timing is not right, so the Parish Council will discourage the vintage tea van - **Action Clerk**.
- 11.** **Urgent Burial Ground issues**: It was noted the Nursing home has ivy encroaching the fence adjoining the Burial Ground and a polite request will be made to ask them to clear it - **Action Clerk**.
- 12.** **Urgent Street Lighting Matters**: It was noted County Cllr J Finch was helping to chase outstanding street lighting work and a date for the work to be scheduled is still awaited. J Finch will help again to secure some more information - **Action Clerk to chase again and copy the email to J Finch**.
- 13.** **Urgent Footpaths Matters** : Rowley Grove path was raised and it was agreed for the Wiston Councillors to investigate and report back to the Parish Council - **Action**.
- 14.** **Urgent Allotment issues** : It was noted the Allotment Competition could resume this year and it was agreed to set a judging date similar to previous years - **Action Clerk**. All other matters to be deferred to next meeting.
- 15.** **Urgent Village Hall matters**: The Village Hall are investigating the installation of wifi and possibly a conference screen for the Committee Room. It was noted the main hall would be required for combined meetings until further restrictions eased. Consideration was suggested into sharing the costs of wifi and equipment. The Clerk will investigate whether CIL monies can be used - **Action Clerk**.
- 16.** **Urgent Community Council matters**: The recent Minutes were noted.

17. **Correspondence:** The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items.
18. **Face to Face/Zoom Parish Council Meetings/Future Venues:** The meeting went on late due to the earlier technical difficulties. It was agreed to book the Stevenson Centre for our next meeting pending a suitable venue with wifi in the Parish.

The meeting closed at **10.00 pm.**