

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 21ST SEPTEMBER 2022, AT 7.30 PM AT NAYLAND VILLAGE HALL AND BY VIDEO CONFERENCING.

Present: L Erith (Chairman), G Battye, D Harris, P Fuller, D Hattrell (Clerk) and 3 members of the public attended in person and L Brooks (Community Times) and 2 members of the public joined by Video link.

A minutes silence was led by the Chairman before the start of the meeting as a mark of respect for our late Queen.

**Before Commencement of the Meeting**

**a. Public Forum:**

A resident attended to enquire about an application to extend a property next to her home. This was due to be discussed by the Parish Council under the Planning Agenda item - 16 Birch Street. She explained the heritage credentials of the building and whilst she understood the reason the family wants to extend, she couldn't understand exactly how this was to be achieved whilst preserving the heritage status. She was also concerned regarding the width of the proposal in relation to her property. She took the opportunity to thank the Parish Council for all they do for the village. Another resident confirmed that he was supportive of potential plans to protect the river bank at Caley Green. He felt increased visitors from lockdown were here to stay and mitigation was needed against erosion. He then asked the Parish Council to consider a physical memorial such as a Village Sign or water fountain to commemorate the coronation of our King. M Hunter from the Conservation Society updated about the proposal for a 20 mph zone and the need to demonstrate a low mean speed to make this possible. Further discussions were needed with our County Cllr. A weeding party will concentrate on the Church and if possible clear Socket Alley on 1st October and the usual community litter pick was scheduled for 15th October. The Conservation Society will keep pursuing the clearance of land to the rear of Down to Earth. District Cllr M Barrett has been informed.

**b. District Council Report**

District Cllr Melanie Barrett had sent apologies and her report confirmed that the District Council's Full September Meeting was deferred due to the period of mourning. Their July Meeting was cancelled due to extreme heat. M Barrett has queried the failure to implement fixed term tenancies which was part of the Localism Act. Some planning enforcement matters in Nayland include a landowner being told to discontinue using a field for parked vehicles and materials and further complaints were being followed up regarding the impact of dust, mud and waste from the waste transfer station. Nearby anti-social behaviour by youths has been reported at Stoke by Nayland.

**c. County Council Report**

County Cllr J Finch had sent his apologies and his report which was sent in advance covered support from central government for households towards the cost of living. The County Council are offering further support to residents facing hard times and he pleaded for Parishes to be open to encouraging people to seek help where needed. The County Council is thankful to residents who have hosted or continue to host Ukrainian guests fleeing the conflict. Further hosts are needed. Responses to the latest Bramford to Twinstead proposals can be submitted up until 19th October. Virtual Fostering and Adoption Sessions continue.

**Parish Council Meeting**

The Chairman, G Battye, confirmed he was resigning as Chairman of the Parish Council and would stay as a Councillor. Laura Erith was proposed as Chairman and she confirmed her willingness to take on the role. Members voted unanimously and Laura Erith duly signed the Acceptance of Office and took the Chair.

1. **Apologies:** were received and accepted from N Cartwright, M George, R Thorogood and P Wilkie. District Cllr M Barrett and County Cllr J Finch had also sent apologies.
2. **Approval of Minutes of 13th July Meeting:** These were accepted as a true record.
3. **Declarations of Interest by Councillors :** Nothing was declared.

#### 4. **Finance Report**

i) The Chairman read from the bank balances as at 1st September 2022 as £1000 in the Current Account, £62203.99 in the linked Account and £34600.00 in the Capital Investment Account making a total of £97804.23.

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

Funds Transfer	Employment Costs totalled	£1249.39	Salary, NI and Pension
Funds Transfer	Suffolk County Council	£1090.55	Street Light Replacement
Funds Transfer	Mortimer Contracts Ltd	£669.60	Litter/Grass & Recreation
Funds Transfer	Fen Street Designs	£94.00	Contribution Web hosting

List of Pre-agreed payments for the July period: -

Funds Transfer	Employment Costs totalled	£1265.94	Salary, NI and Pension
Funds Transfer	Mortimer Contracts Ltd	£687.60	Litter & Recreation gd
Funds Transfer	Babergh District Council	£572.83	Bin Empty Charges
Funds Transfer	SALC	£350.40	Internal Audit
Funds Transfer	The Community Pantry	£100.00	Donation
Funds Transfer	Nayland Village Hall	£90.00	Hall hire

iii) CIL Return for year ending 31st March 2022 was considered. P Fuller proposed the return was a true record and should be approved by the Parish Council. This was seconded by D Harris and unanimously carried.

iv) Internal Audit Report. All matters were approved and recommendations made as follows: -

- 1) Payments and Invoices to be checked and initialled in meetings - this was noted
- 2) Members should resolve in meetings to approve member absence - this has already been changed for this meeting.
- 3) A Website Accessibility Statement is required. This was noted.

v) The New Local Government Association Councillor Code of Conduct was then considered. Following discussion it was resolved to adopt this new code to replace the existing Suffolk Code of Conduct - **Action Clerk to update the website.**

vii) We have an insurance quotation from our usual agent. Our previous scheme insurer has withdrawn from the market which is now getting more expensive and the previous wide cover is reducing. Our agent have searched the market for an alternative and they are recommending we go ahead with the new quote at £511.86 (Previously £482.79). This was agreed - **Action Clerk to make arrangements.**

viii) Installation of new bins quote - Members resolved to go ahead with the quote and the Clerk is to liaise with the working group to obtain the bin specifications to make the order which will be delivered directly to our Grounds Maintenance Contractors for installation - **Action Clerk and Working Group.**

ix) Following the meeting the quotation to restore and clean the war memorial and other monuments was approved - **Action Clerk to instruct the contractor.**

#### 5. **Planning**

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

A) The Discharge of Conditions were refused in respect of the proposed windows and doors and bricks and mortar mix at 10 Mill Street - **DC/22/02814.**

B) Listed Building Consent was granted for work to chimney and internal re-plastering at 18 Court Street - **DC/22/03143.**

C) Planning Permission and Listed Building Consent were granted for alterations and additions to fenestration from previously approved scheme at White Hart, 11 High Street - **DC/22/02926 and 03048.**

D) Consent was granted for work to protected trees at Woodside, Wissington Uplands - **DC/22/03608.**

E) Conditions were approved for rainwater goods, materials, eaves and verges and rooflight details at Mill House, 12 Mill Street - **DC/22/02988.**

F) The Planning Authority did not wish to object to Conservation Area Tree Application at Nayland Village Hall put in by the Parish Council - **DC/22/03719**.

G) Planning Permission was granted for new garage and workshop with solar panels at Stridings, Campion Lane - **DC/22/03211**.

H) The Planning Authority raised No Objections to the Conservation Area tree notification at 16 Bear Street, Nayland with Wissington - **DC/22/03858**.

I) The Planning Authority raised No Objections to the felling and pollarding of Conservation Area trees at Candy Lane Cottage, Fen Street - **DC/22/03996**.

2. Haysel, 36 Stoke Road - Conservation Area tree application - **DC/22/03645**. Whilst the Parish Tree Warden and Parish Council raised No Objections, we were under the impression the work had previously been authorised by the Planning Authority.
  3. 16 Bear Street - Conservation Area tree application - **DC/22/03858**. Whilst the Parish Tree Warden and Parish Council agreed this is essential work, it can be noted that a Tree Preservation Order exists and the application should note this accordingly.
  4. Candy Lane Cottage, Fen Street - Conservation Area tree application - **DC/22/03996**. Both our Parish Tree Warden and the Parish Council had No Objections.
  5. Woodside, Wissington Uplands - Application for work to trees subject to a tree preservation order - **DC/22/03608**. Both our Parish Tree Warden and the Parish Council had No Objections.
  6. 8 Mill Street - Householder and listed Building applications for reconstruction of part of boundary wall - **DC/22/03692/93**. The Parish Council had No Objections providing there is no loss of amenity to the neighbouring residents as a result and also that the Heritage Officer is agreeable to the work and materials proposed.
  7. Application including Listed Building to extend 16 Birch Street - **DC/22/03838/39**. This was the application raised in the public forum ahead of the start of the meeting. The following response was agreed to the Planning Authority: -  
"The Parish Council has concerns and believe it essential for your Heritage Officer to inspect in view of the width of the proposal in relation to neighbouring property and to maintain the building's heritage credentials."
  8. Any other urgent Planning matters - There was one confidential item to discuss after the meeting.
6. **Highways:** In relation to the suggested 20 mph Zone, it was agreed to defer this item to next meeting - **Action Clerk**. M George attended and has circulated notes of the Suffolk Bus Partnership meeting. It was agreed to include an Agenda item for next meeting to consider Community Transport Schemes and Bus Services - **Action Clerk**. It was agreed to ask our grounds maintenance contractors to tidy the weeds/lower tree branches/hollyhocks in Star Alley and at the same time chase the County Council regarding the surfacing. The slope adjacent to the steps is particularly poor - **Action Clerk**.
  7. **Street Lighting:** It was noted that the chasing did result in one of the outstanding Invoices being raised. Other work is yet to be invoiced, so the Chairman agreed to chase again - **Action Chairman**.
  8. **Recreation and Open Spaces:** With regard to the new Play Equipment, progress had slowed due to the holiday period, however, the survey - through the school - was conducted and further ideas from residents had been received. It was agreed for the family providing significant funds in memory of Margaret Underwood would be engaged in the planning of the new equipment. It was suggested that a small plaque could be incorporated with reference to the kind donation. G Battye then explained about the correspondence regarding the Sluice Gates and the River. G Battye read the response from Environment Agency Area Director - Simon Hawkins - and it was agreed to circulate this response to interested community contacts. In relation to the long reed bed, G Battye attended a positive meeting with the representative from the County Council. S Dalton, one of the Caley Green working group was also able to attend. A Caley Green progress report was then given and the meeting was closed briefly

to allow S Dalton to speak (she joined via video link). She explained that 4 contractors are interested in quoting and site meetings were being arranged. The Working Group would like to get the County Council representative, Mathew Lee involved in these discussions. G Battye confirmed he was waiting on a follow up from Mr Lee regarding the long reed bed. G Battye confirmed that during the meeting, Mr Lee was asked about the Risk Assessment of Trees, which is the responsibility of the County Council( as owners of Caley Green) to undertake. It was agreed for the Clerk to chase a copy of the most recent Risk Assessment of Trees - **Action Clerk.**

9. **Village Hall:** It was noted that a CIL application was to be made for funding towards the Village Hall Roof. Members agreed to invite I Wright (Village Hall Chairman) and the project architect to the Public Forum ahead of the October Parish Council Meeting starting at an earlier time of 7.00 p.m. - **Action Clerk.** D Harris reported the Village Hall have been discussing Football pitch issues. A new front door was installed between meetings and keys were being issued.
10. **Community Council:** The Minutes are regularly circulated and N Cartwright attended the recent meeting and had circulated information to the Parish Council in this respect.
11. **Allotments:** The proposed tree planting in the north west corner of the Glebe Field was approved subject to volunteers. L Brooks agreed to include something in both Community Times and on Facebook. G Battye attended the Flower Show and gave the Best Kept Allotment Prizes. Allotment tenants were asking the Parish Council to reinstate the Annual Allotment Meetings. It was agreed for the Clerk to check suitable dates for the Church Hall booking and will circulate to members - **Action Clerk.**
12. **Burial Ground:** It was noted the annual review was due with our grounds maintenance contractors. The Chairman offered to support M George with this - **Action Chairman and M George.**
13. **Footpaths:** The Chairman updated the meeting on concerns in the vicinity of Dead Lane including agreement from the County Council to require the replacement of the unsuitable surface material. The Chairman agreed to chase this action - **Action Chairman.** It was agreed to review Socket Alley after the volunteers have cleared weeds in the vicinity to see if more work was needed by our grounds maintenance contractors - **Action All.**
14. **Correspondence:** The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items.

The meeting closed at **9.05 pm.**