

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 11th DECEMBER 2024, AT 7.30 PM AT NAYLAND VILLAGE HALL AND BY VIDEO CONFERENCING.

Present: Cllr L Erith (Chair) Cllrs G Battye, O Brown, P Fuller, D Harris, K Sheath and S Treharne attended in person. D Hattrell (Clerk) and District Cllr I Reece attended in person. L Brooks and 2 others attended by Video link.

Before Commencement of the Meeting

a. **Public Forum:** A resident confirmed the damaged willow tree on Caley Green was dealt with promptly by the County Council, however, some debris has been left. Others believed the contractor may intend to collect after a few weeks; however, it was agreed to check with the County Council – **Action Clerk.** A representative from the Conservation Society reported an idea for the Scout hut to be relocated to the Allotment field for use by the Allotment holders and raised an issue regarding a footpath diversion near Pop's Piece which may need formalising. He volunteered to pursue the latter on behalf of the Conservation Society and keep the Parish Council (PC) informed. This was agreed.

b. **District Council Report**

District Cllr Isabelle Reece attended and reported that the bin emptying costs will be increased by 20%. The aim is to recover all the costs of services (currently running at 80%). Short term parking charges to come into force on 15th January 2025. At the District Councils November Meeting, two supplementary Planning Documents were adopted – one on housing and the other on livestock. The cabinet are considering a 2.99% increase in their proportion of Council Tax. A voucher scheme has been launched to assess the energy efficiency of homes in Suffolk. On local matters, the sweep of the A134 junctions/islands has been done, however, she will ask if they can visit again. The matter with the burial ground wall is continuing as is the weeding near the former bus shelter (Heycroft Way). It was reported to Cllr Reece in the meeting that the Campion Hill sign is still to be replaced, and she agreed to follow up.

c. **County Council Report**

County Cllr J Finch had sent apologies, however, his report issued in advance confirmed that 5 organisations in Suffolk were awarded the King's award for Voluntary Service including: -

- Ipswich Outreach
- Let's Talk Reading
- Still Good Food
- Tattingstone Good Neighbour Scheme
- The Caribbean and African Community Health Support Forum.

The Stronger Family Partnership including Suffolk and Norfolk County Councils, Bridges Outcome Partnership and Family Psychology Mutual all work together to improve outcomes for families. Improvements are being achieved to SEND services; however, further challenges remain. Gritting of the Counties Roads was due to commence. A new deputy Chief Fire Officer for Suffolk, Henry Griffin, has been appointed. Virtual Fostering and Adoption sessions continue including options for giving short term care.

Parish Council Meeting

1. **Apologies:** were received and accepted from Cllrs A Birchweaver and T Leach. County Cllr James Finch had also sent his apologies.
2. **Approval of Minutes of 13th November Meeting:** These were accepted as a true record.
3. **Declarations of Interest by Councillors:** Cllr D Harris declared an interest in the Gravel Hill application, and she confirmed she would abstain from voting when discussed in the meeting.
4. **Highways:** The damaged Heycroft Way sign (potentially caused during recent Anglian Water works) has been reported and is in hand. A substantial increase to bin emptying charges was noted and has been considered in budget.

5. **Finance Report:**

i) The Chair read from the bank balances as of 28th November 2024 as £1000 in the Current Account, £46,577.53 in the linked Account and £65,525.91 in the Capital Investment Account, £4,400.73 in the National Savings Account making a total of £117,504.17.

ii) List of pre-agreed payments for the November period: -

Funds Transfer	Mortimer Contracts	£3769.20	Litter/Grass/Open spaces
Funds Transfer	Scott-Moncrieff & Associates	1660.00	Legal Costs – Webbs Meadow
Funds Transfer	Employment Costs totalled	£1597.69	Salary, NI and Pension
Funds Transfer	the Royal British Legion	£15.00	Remembrance wreaths

iii) Quotations from our Grounds Maintenance Contractors for fencing in two stages had been received and will be considered for the next financial year. Finance Committee has allocated funds towards this work subject to recommendations on staging the project by the Recreation Ground Committee and then approval of the work by the full PC.

iv) Minutes from Finance Sub Committee and Budget Sheet. These had been circulated ahead of the Meeting. The Finance Committee Minutes were approved as a true record.

v) Recommendations from Finance Sub Committee.

Summary of Recommendations for adoption at December/January Parish Council Meetings

1. A Precept of £50,000 (just below 5% increase) for 2025/26 year (subject to final tax base figures)
2. Our contribution towards the Village Hall Roof be increased to £60,000.
3. A new capital fund be created for driveway starting at £2000. It is recommended that the driveway surfacing should not take place until after the construction. £7000 to be earmarked for the Playground. The Streetlight capital reserves to be reduced to £5000 to help balance the budget. £5000 to be retained in the Capital Fund towards Village Hall Carpark.
4. A further £1000 be allocated to the Capital Investment Fund from the 2025/26 year.
5. This PC continues to adhere to the National PayScale's and Terms for Clerks for 25/26 yr.
6. Award the Grass and Litter Contracts for 2025/26 to our existing contractors.
7. The Contribution towards Webbs Meadow grass cutting to stay at £385
8. The Allotment Rents to increase to £52 (£1 per week) whole plot £26 half from October 2025.
9. The Burial Fees will have an uplift of 3%
10. The Financial Regulations, Standing Orders and Internal Controls have been reviewed and are recommended for adoption – **see next item.**
11. Parish CIL monies are to be used for new Capital Projects such as the Village Hall Roof and potentially the Playpark signage and fencing (subject to checking the criteria). We cannot use CIL for maintenance, just new items.
12. Cllr S Treharne to make recommendations for the National Savings funds – the best interest rate for this type of account was around 2.25%. It was agreed for the Clerk to enquire with our current bank – **Action Clerk.**
13. Cllr L Erith (Chair) to make enquiries for further Locality Budget funds – this was in hand.
14. Finance Committee recommends up to £500 to be used to purchase further supplies for the Foodbank in Nayland. Cllrs Erith (Chair) and Treharne will take this forward subject to resolution by the full PC. The Clerk/RFO can arrange reimbursement as soon as possible following receipts. £1000 to be budgeted in next financial year for charities. All charities supported should benefit residents in Nayland and Wiston.
15. Finance Committee recommends limiting the budget for Horse watering next financial year to £200 in total. Additional expenditure on such a small part of the Village cannot be justified in view of other pressures on the PC finances. Subject to resolution by the PC, Cllr P Fuller will liaise with the residents concerned.

All the above recommendations by the Finance Committee were proposed by Cllr G Battye, seconded by Cllr O Brown and unanimously carried.

vi) **Review of Standing Orders, Financial Regulations and Internal Control Statement.** These were reviewed by Finance Committee and had been circulated to the full PC ahead of the Meeting. **The three documents were duly approved by resolution.** This was proposed by Cllr G Battye, seconded by Cllr O Brown and unanimously carried. The Clerk will update our Standing Orders and Financial Regulations on the PC website – **Action Clerk.**

vii) **Any other urgent Finance Matters:** - nothing was raised.

6. Planning

1. Decision from the Planning Authority: -

Listed Building Consent was refused for retention of pub bracket without sign at 11 High Street – **DC/24/04395.**

2. Revised plans for double carport at 2 Gravel Hill – **DC/24/03691.**

This was debated and a response of Objections was proposed with the following wording was agreed. (Following an addition to the wording (included below), this was put to the vote and was carried with 3 votes to object to the plans and 4 abstentions.

“Please note Nayland with Wissington Parish Council objects to the revised plans due to the prominence of the proposal on rising ground above Birch Street.

We also have concerns that the lighting scheme is currently unspecified and would draw your attention to the National Landscape team’s response regarding prevention of light pollution into the AONB.

We strongly suggest a site visit by the Planning Officer confirming existing boundaries and to fully appreciate the land levels and therefore the potential effects on neighbour amenity.”

3. Progress report on newly received application to extend The Willows, Wiston Rd – **DC/24/04272.**

It was agreed to delegate to the Clerk to respond ahead of the deadline by summarising comments on our shared document – **Action Clerk.**

4. Any other urgent planning matters – Further full PC viewings of Planning webinars were being arranged. Potentially the next one will be organised on 20th January at the Village Hall Meeting Room – **Action Cllr O Brown.** It was agreed for the Clerk to send the webinars to our new Cllr – Cllr K Sheath to enable him to catch up – **Action Clerk.**

7. **Street Lighting:** The lights will mirror the Suffolk County Council lights staying on all night on both Christmas Eve and New Years Eve.

8. **Community Led Housing:** Cllr P Fuller reported that the Lady Anne Windsor Charity had been in touch regarding the 12 acres off Plough Lane in Leavenheath and a meeting was to be arranged for January 2025 to discuss this further. It was agreed to retain Community Led Housing as an Agenda item.

9. **Recreation and Open Spaces:** The request for one-off permission for a banner on Caley Green for the Mill Street Deli until 2nd January was approved subject to a satisfactory risk assessment and proof of public liability insurance – **Action Chair.** It was noted The Anchor have a banner on display currently and Cllr S Treharne agreed to discuss with them the arrangements for the future – **Action Cllr S Treharne.** It was agreed to seek further details regarding the use of the Thermal Imaging camera/project as Cllr O Brown is happy to represent the **PC** in this regard – **Action Clerk to obtain further details.** A bench has been installed on the Fairfield Recreation Ground, believed to be from Nayland House for their residents. This will need to be checked for safety and potentially installed properly. It was agreed to contact Nayland House and offer to obtain an assessment/quote from our Grounds Maintenance Contractors – **Action Clerk.** Cllr D Harris agrees Candy Lane hedge does need cutting back in places. It was agreed to arrange a site meeting between Cllr Harris and our Grounds Maintenance Contractors to finalise the specification and quote – **Action Clerk.** It was agreed for Cllr Treharne to follow up with Woodland Corner regarding their suggestion regarding further parking

spaces. It is anticipated further discussions will be needed in the future in this regard. One item was agreed to be discussed in Committee following the main meeting.

10. **Village Hall**: including roof project: Cllr D Harris agreed to circulate the Village Hall Meeting Minutes as usual. The work to secure funding for the Village Hall Roof continues. It was agreed to contact the Chair of the Village Hall to confirm the increase in funding agreed from the **PC**, resolved under Finance – **Action Clerk**.
11. **Community Council**: The Minutes are regularly circulated, and the recent Christmas Fayre was reported as being a good event.
12. **Allotments**: update from the sub-committee. All the vacant plots had been let and rents were being received for the current period. It was agreed to include an Agenda item for the February PC Meeting to review the condition of plots and to agree actions regarding any neglected plots – **Action Clerk**. It was agreed to respond to the Conservation Society representative about the suggestion of re-locating the Scout hut seeking further information from the person who came up with the idea, asking him to explain his proposal – **Action Clerk**.
13. **Burial Ground**: There was nothing to report.
14. **Footpaths**: There was nothing to report beyond the publicity for the new Warden from next year and the item raised in the public forum being followed up by the Conservation Society.
15. **Correspondence**: The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items. The Government Consultation on remote meetings had been received and Councillors agreed to send individual responses if they were so minded.

The meeting closed at **8.56 pm**.