

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 14TH FEBRUARY 2024, AT 7.30 PM AT NAYLAND VILLAGE HALL AND BY VIDEO CONFERENCING.

Present: L Erith (Chair), R Thorogood, G Battye, O Brown, S Treharne, D Hattrell (Clerk), and 4 members of the public attended in person. L Brooks and 1 member of the public attended by Video link.

Before Commencement of the Meeting

a. **Public Forum:** A representative from the Community Pantry and Hardship Fund attended and provided a handout of the service provided to residents. They are now linked to Community Action Suffolk who are making a significant contribution. The Hardship Fund is separately administered including working with the school to support families in need. Contributions are being made locally including some fresh produce which is gratefully received. They are supported by Local Parish Councils and are seeking further financial help. M Hunter from the Conservation Society confirmed different members will take turns to attend the Parish Council Meetings going forward.

b. **District Council Report**

District Cllr I Reece had sent her apologies and confirmed she is organising some further road sweeping as discussed with Cllr G Battye between meetings.

c. **County Council Report**

County Cllr J Finch had sent his apologies and his report confirmed construction commences on Sizewell C and the Suffolk County Council (SCC) has various monitoring responsibilities over highways, archaeology, and flooding. They will also administer funds secured through the Deed of Obligation to limit the impact on local communities during construction. The partnership responsible for children and young people with Special Education Needs and Disabilities (SEND) services in Suffolk have apologised to families and commits to urgent action to improve following Ofsted and Care Quality Commission inspections. SCC are offering new funding for arts and heritage in Suffolk. He reminded people to register for alerts about roadworks in the area under the one.network map and to continue to report defects on the Highways Reporting Tool. Virtual Fostering and Adoption Sessions continue.

Parish Council Meeting

1. **Apologies:** were received and accepted from Cllrs D Harris, A Birchweaver and P Fuller. Additionally, District Cllr Reece and County Cllr Finch were unable to attend.

2. **Approval of Minutes of 10th January Meeting:** These were accepted as a true record.

3. **Declarations of Interest by Councillors:** Nothing was declared.

4. **Highways:** With regard to the quote from our Grounds Maintenance Contractors to remove weeds along kerb lines of traffic islands at Caley Green and weed kill as necessary, it was agreed to monitor the situation and potentially discuss again at next meeting – **Action Clerk to add to Highways Agenda.** Cllr G Battye explained about the need to sweep in the cul-de-sac opposite Caley Green as mud and leaves were obscuring the double yellow lines. District Cllr Reece was taking this forward with Public Realms.

5. **Finance Report:**

i) The Chairman read from the bank balances as of 1st February 2024 as £1000 in the Current Account, £41929.56 in the linked Account and £63,472.38 in the Capital Investment Account making a total of £106,401.94.

ii) List of pre-agreed payments for the January period (paid early February 2024): -

Funds Transfer	Mortimer Contracts Ltd	£945.00	Litter
Funds Transfer	Employment Costs totalled	£1461.55	Salary, NI and Pension
Funds Transfer	Suffolk Cloud	£205.00	Domain & Email addresses
Funds Transfer	Nayland Village Hall	£63.00	Hall hire

iii) Charity Payments - £375 in budget – ahead of the meeting, the Clerk had circulated an email confirming the charities this Council has supported before. Following discussion members felt that support to the Community Pantry was more pressing, so it was agreed to re-schedule an Agenda item

for the May Meeting when information of any surplus would be known for General Charity Payments – **Action Clerk**. It was resolved to donate £1000 to the Community Pantry – **Action Clerk to arrange payment**.

iv) Model Publication Scheme – It was resolved to adopt the Model Publication Scheme which will be included with the Policies on the Parish Council website – **Action Clerk**.

v) Quotations from Grounds Maintenance Contractors – the quotations had been circulated ahead of the Meeting and it was agreed to authorise all the new fence panels needed in the Burial Ground at a cost of £3925. These could have been done in stages; however, would all need to be completed over the next couple of years and discount was available to do them together. It was also agreed to trim round the perimeter of the Cemetery and remove low branches on trees that overhang the path on the western boundary and remove ivy from fences at £310 – **Clerk to authorise the work at the Burial Ground as agreed**. The quote for a metal fence to the play area was noted. A safety Inspection was to be arranged at the Recreation Ground first and the quote will be on the agenda again for next Meeting to consider – **Action Clerk**.

vi) Any other urgent Finance Matters: - Nothing was raised.

6. Planning

1. Decisions from the Planning Authority: -

- a) The Planning Authority do not wish to object to the conservation area tree application at The Old Post Office, 19 High Street - **DC/23/05723**.
- b) Listed Building Consent was granted to vary materials at 72-74 Bear Street - **DC/23/05458**
- c) Listed Building Consent was granted to repair lime render and replace roof tiles at 52-54 Bear Street - **DC/23/05592**.

2. TCA application – Mill House, 12 Mill Street – **DC/24/00067** Notification of works to yew tree.

This was considered between meetings to comply with the deadline.

Both the Parish Council and our Parish Tree Warden had **No Objections**.

3. Householder application – Roziers, Wisington Uplands – **DC/23/05891** Pool plant room and changing facilities.

This was considered between meetings to comply with the deadline.

Whilst the Parish Council had **No Objections**, we asked the planning authority to seek a condition stipulating this should only be for private use linked to the host property.

4. TPO Application: 85 Bear Street – **DC/24/00486** To reduce crown of silver birch. **There were No Objections from the Parish Council or our Parish Tree Warden.**

5. TCA Application: Vine House, 1 Court Street – **DC/24/00576** To reduce cherry. This application was brought by the neighbour. **There were No Objections from the Parish Council or our Parish Tree Warden.**

6. Notification of works to yew tree in Conservation Area: Mill House 12 Mill Street – **DC/24/00067**. **There were No Objections from the Parish Council or our Parish Tree Warden.**

7. **Future Housing – speaker for Annual Parish Assembly** Community Action Suffolk are happy to come along and speak at our Annual Parish Assembly on the of Community Housing/Housing Needs. Members agreed and discussed potential information about a Village Plan lite suggested by District Cllr Reece.

8. **Any other urgent Planning matters** - Harpers Hill Farm application just arrived for re-consultation. The Chair agreed to review the comments on 1st March and draft a suitable

response for the Clerk to issue – this was agreed – **Action Chair and Clerk**. P Fuller had offered to draft correspondence for the Clerk to send to the Chief Planning Officer re the site adjacent to Paddock Grove and this was agreed – **Action Cllr P Fuller and Clerk**.

7. **Street Lighting:** A resident had reported a flickering light outside 101 Bear Street – the Clerk had reported this on-line.
8. **Recreation and Open Spaces:** It was agreed to remind the contractor to carry out the Play Park safety inspection – **Action Clerk**. The fencing quote was to be put on the agenda to discuss at the next Meeting – **Action Clerk**. The meeting was closed briefly to allow S Dalton to give a report. She confirmed the reed cutting has been delayed due to some last-minute enquiries and the work should commence shortly. The contractor was still on board, despite the delay. No change was agreed to the banner policy at this stage. The important thing is to have an application with appropriate risk assessment and proof of Public Liability insurance. The policy currently allows village organisations 2 weeks and any commercial applications from the Village 1 week. Providing there is less than the 2 banners in total either on the verge at Horkesley Road or Caley Green, permission is given, and the dates noted in the Clerks diary. Woodland Corner would like to erect a permanent sign on the entrance to the driveway from Bear Street and it was agreed to seek clarity on what they are proposing which can be circulated to members between meetings. Providing the majority agree, the Clerk will confirm No Objections – **Action Clerk**. The brief history of the horse watering was explained, and it was noted the residents looking after the area, will provide a quote of the planting etc they are proposing. The District Council cleared the debris from the Harpers/shelter/Green area which now may merit from some planting to improve the appearance. It was agreed for members to look between meetings and suggest ideas at next meeting – **Action All**. Cllr R Thorogood explained about the cuts our Grounds Maintenance Contractors have done to the Nayland Land Company permissive path and it was agreed to continue to contract them to do this.
9. **Village Hall:** including roof project was to be discussed following the Meeting.
10. **Community Council:** The Minutes are regularly circulated and there was nothing to report.
11. **Allotments:** - update from the sub-committee. The Allotment Rents have been requested and we now have two people on the waiting list. One from the Parish and one from an adjoining Parish. It was agreed for the Clerk to provide information to the Allotment sub-committee of the Allotments with unpaid rents – **Action Clerk**. The Allotment Sub Committee were planning their next inspection for the end of February.
12. **Burial Ground:** The annual Meeting with our Contractors had taken place and the quotes that resulted were considered and approved under the Finance Agenda item. The driveway surfacing quotes were considered and in view of the cost and the urgency, it was agreed suggest the patch repairs subject to agreement of the other parties who share the cost. It was agreed for the Clerk to urgently contact the Diocesan Surveyor in this regard – **Action Clerk**. It was agreed to put a polite notice on the Burial Ground Noticeboard asking for dogs to be kept on leads – **Action Clerk to arrange**. It was agreed to keep the existing contract arrangements for the natural area currently not used for Burials.
13. **Footpaths:** It was noted the Clerk had chased for a copy of the risk assessment of the tree in Star Alley and as it was considered a health and safety issue, it was agreed to chase again – **Action Clerk**.
14. **Correspondence:** The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items.
15. **Annual Parish Assembly (further up Agenda)**
Arrangements – the date will remain despite a clash. Cllr R Thorogood agreed to Chair the Assembly and he was looking for Cllrs to assist with presenting reports as last year. The Speaker had been agreed as a representative from Community Action Suffolk – **Action Cllr O Brown to arrange**.

The meeting closed at **9.24 pm**.