

**MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL** held on Wednesday 6th June 2018 at 7.30 p.m. at The Village Hall, Leavenheath.

**PRESENT:** B Rowe (Chairman), B Sadler, R Cowell, C Morgan, P Mortlock, R Bellenie, D Kingham, S Whitelaw, D Hattrell (Clerk), J Finch (County Cllr), J Jenkins (District Cllr) and 1 member of the public.

**CONFIRMATION OF ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE:** It was confirmed Barbara Rowe will continue as Chairman and the Declaration of Acceptance of Office was duly completed.

**PUBLIC FORUM:** A resident was supportive of the potential local needs housing from Lady Anne Windsor Trust. She felt this was a fantastic opportunity and she hopes the Housing Needs Survey will proceed.

**APOLOGIES:** H Bonnar

**DECLARATION OF INTEREST:** S Whitelaw declared an interest in the Leavenheath Joinery plans.

**APPROVAL OF MINUTES OF 2ND MAY 2018:** These were accepted as a true record

**MATTERS ARISING FROM THE MINUTES:** It was agreed to put Planning Priorities on the July Agenda - **Action Clerk**. In view of other commitments, it was agreed that S Whitelaw would not take on the Tree Warden role. R Cowell and C Jackson will continue for the time being. S Whitelaw is now the Treasurer for the Village Hall.

**UNRESOLVED ITEMS LIST:** The outstanding items were discussed as follows: -

- 1) The Lake Walk - R Cowell reported that continuing discussions were being made with the Golf Club in this respect.
- 2) Community Speed watch - The Chairman had thanked the speakers who attended the Annual Parish Meeting and 1 volunteer put their name forward at the meeting.
- 3) Notice board at Honey Tye - P Mortlock confirmed progress was being made.
- 4) A134 Crossing - Royston Wood/Plough Lane - nothing further has been heard since our chase up.
- 5) Church Path Ditch - a response had been received observing that they did not share our views on the flood risk and requested further information. A written response had been issued with details of the property at risk and asking them to investigate and nothing further had been received - It was agreed to chase a response - **Action Clerk**.
- 6) Public Open Space clearance - this has been reported to the District Council and action was awaited. Cllr Jenkins had chased and confirmed it was not a priority for Babergh Council in view of the cutbacks.

**BABERGH DISTRICT COUNCIL REPORT:** District Cllr J Jenkins attended and confirmed she is in contact with the Koning's Planning Officer and the responses were being analysed. The new Cabinet is in place at the District Council. A special Council Meeting is due to consider the options to re-develop the former Corks Lane Headquarters. This follows the consultation process. She has been investigating the specific items brought up at the Annual Parish Meeting. In view of

budgetary restraints they are encouraging Parishes to take on more. A discussion then followed in relation to the merits and drawbacks in committing funds at a Parish level for this purpose.

**POLICE REPORT:** There was no report, however, P Mortlock had provided a link showing our crime figures that can be accessed from our website.

**SUFFOLK COUNTY COUNCIL REPORT:** County Cllr J Finch attended and had provided a report ahead of the meeting covering the County Council AGM, the Suffolk Waste Partnership trial litter campaign, 51 new affordable homes planned for low income families to be built in Cockfield, parents being encouraged to apply for free school meals for their children, Dementia Friends Campaign and finally the spraying of pavements and gutters. Following his report J Finch encouraged the Parish to consider working with the County and District to improve the upkeep of the Village. He spoke about a success in a neighbouring Parish where overall responsibility remains with the County Council, however, the Parish enhances the frequency of grounds maintenance under a License Agreement. It was agreed to include the condition of the Public Open Space path as an Agenda item for the next meeting - **Action Clerk**. J Finch agreed to investigate whether County Council contractors carried out the tree cutting at Broad Oaks. R Bellenie agreed to forward details - **Action R Bellenie**.

**HOUSING NEEDS SURVEY:** Following discussion it was resolved to go ahead with a Housing Needs Survey. R Cowell has been in discussion with Community Action Suffolk who were not available to attend ahead of our July Meeting. Funding is available via the District Council. Members felt the meeting with Community Action Suffolk should take place as soon as possible. It was agreed for the Planning Strategy group to take this forward and C Morgan is to arrange the meeting - **Action C Morgan**.

**CORRESPONDENCE:** The Clerk went through the items of correspondence. Members considered the views from a resident in relation to buses parking at the entrance to Elm Tree Lane. It was resolved that matters should remain as a reasonable alternative was not known.

**WILDLIFE WALK BENCH:** It was suggested this should be collaboration with Suffolk Wildlife Trust on their land. It was resolved that the Parish Council were in agreement in principle and would contribute up to £500 towards a suitable bench. R Cowell agreed to take this forward - **Action R Cowell**.

**HIGHWAYS:** Nothing was raised in addition to the unresolved items above.

**FINANCE:** The bank balances as at 6th June 2018 were **£39386.44** in the Community Account, **£15385.73** in the Reserve Account making a total of **£54772.17**.

The Internal Audit was scheduled for 25th June. The External Audit dates were put back as a result. Following discussion it was agreed to exempt ourselves from External Audit. SALC are due to carry out the Internal Audit and are very thorough. The Audit Statements and Accounts were resolved to be approved. The forms were signed by the Chairman and Responsible Finance Officer/Clerk. Finally the National Pay for Clerks with effect from 1st April 2018 had been received. Members agreed to approve the new rate effective from that date.

**The following were authorised for payment: -**

Chq 101493	531.73	BHIB Ltd	Village Green Insurance
Chq 101494	520.33	SALC	Subscription
Telephone Tr	430.46	D K Hattrell	Clerks Salary
Chq 101495	99.20	Inland Revenue Only	Clerk's Deductions
Chq 101496	167.18	SCC Pension ACC	Clerk's Pension
Chq 101497	413.22	BHIB Ltd	PC Insurance
Chq 101498	385.00	Stoke by Nayland Club	V Green Maintenance
Chq 101499	194.40	Tree & Lawn Co Ltd	V Green Maintenance
Chq 101500	58.00	Spingold Design & Print	APM Leaflets

**Total**                      **£2799.52**

**REPORTS FROM ORGANISATIONS AND REPRESENTATIVES:** Reports were given from the Village Green, Village Hall and from the Footpath Warden. The Village Hall will be seeking financial support from the Parish Council towards their project to re-gravel the car park. The proposed benches were agreed by the Village Green Committee.

**IDEAS TO IMPROVE THE VILLAGE:** R Bellenie confirmed the date of 24th June at 10.00 a.m. had been set for the Litter pick. She was in contact with Bures in relation to the equipment and procedures.

**REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS:** It was reported that at the Defibrillator Training the need for adequate lighting for the Defibrillator was raised. An issue arose recently where an owner failed to keep their dog under control on the Village Green and allowed it to attack another dog.

The meeting closed at **9.25 p.m.**

The following decisions were confirmed by the Planning Authority: -

**A) DC/18/01923** - Norton Villa, 14 Nayland Road - The application for non-material amendment to reduce size of extensions was approved.

**B) DC/18/01687** - Oak Cottage, Breach Grove, Kingsland Lane - The application for non-material amendment to change the external cladding colour from the approved black hardboard to grey was approved.

The following were discussed:-

**1) DC/18/01618 - Honey Tye Cottage, Honey Tye** - This application was for Listed Building Consent for a driveway, porch and garden shed - **No Objections**.

**2) DC/18/02399** - 27 Bramble Way, Leavenheath - This application for side and rear extensions was considered between meetings - **No Objections**.

**3) DC/18/01795** - Leavenheath Joinery, Harrow Street - This application was for a cart lodge with storage room above and side and rear extensions to workshop. **No Objections**. S Whitelaw took no part in the discussion of this application due to a declared interest.

**4) Any other Urgent Planning items.** A new application had just been received to change the use of land north of Keebles Barn from agricultural to garden. This was to be reviewed between meetings.