

MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 5th August 2020 at 7.30 p.m. by Video Conferencing.

PRESENT: P Mortlock (Chairman), C Morgan, R Cowell, S Whitelaw, D Kingham, R Bellenie, T Smith, Y Roder, D Hattrell (Clerk), J Finch (County Cllr) and 1 member of the public.

PUBLIC FORUM: A representative from the Lady Anne Windsor Charity advised they were attending to observe the Neighbourhood Planning item in relation to a Housing Needs Survey.

APOLOGIES: were received from District Cllr Lee Parker.

DECLARATION OF INTEREST: None were declared.

APPROVAL OF MINUTES OF 1ST JULY 2020: These were accepted as a true record

MATTERS ARISING FROM THE MINUTES: None were raised.

UPDATES FROM COMMUNITY, ORGANISATIONS AND WARDENS ON URGENT MATTERS DURING THE RESTRICTIONS BY COVID 19:

Reports were provided from the Village Hall, Footpath Warden (which is available as usual on the Parish Council website), Tree Wardens, Village Green, Community Woodland and from the Police Website.

The Village Hall Committee had a socially distanced meeting in a members garden on Monday 3rd August. Ben Sadler has stepped down as Chair and Sarah Hunter (previously Vice Chair) was unanimously voted to take his place. They also welcomed a new committee member Nicky Weston Plumb who represents Ladybirds and the Scout Group. Ladybirds have finished for the summer holidays so the hall is now not being used until Ladybirds return in September.

The store room tiling was in progress. One or two clubs are keen to return to normal but the Village Hall Committee decided that January 2021 was a more realistic target to allow both the committee and individual clubs to complete risk assessments and to follow government guidelines.

The Tree Warden reported further to his actions from last month's meeting, he met Chris Jackson to view a number of trees causing problems on the west side of the Village Green. As a result the low hanging branches of the problem trees have been trimmed back. Further work has also begun to remove the low hanging branches of the three larger trees on the village green that are currently preventing the lawnmower access. A recent application to carry out some pruning to protected trees had been received. A site visit was made and the Tree Warden's recommendations and observations were passed to the Planning Group. There are opportunities to obtain trees or hedgerows packs for both the village and/or Royston Wood. Finally the tree warden has joined the Village Green Committee and attended the July meeting, discussing various issues including the possibility of providing some additional trees via the Suffolk Tree Warden Network Tree Offer.

At the Village Green, they had their first full meeting in seven months, next to the pavilion on the green, where they welcomed Trevor Smith to committee as Ben Sadler stepped down.

Unfortunately the fund raising day (on VE day) was cancelled due Covid-19, but the sub-committee is looking into funding elsewhere. The repaired fence is now in need of painting and volunteers are needed to clear ivy and weeds. Waste bins need replacing and general grounds

maintenance continues including Grass cutting and strimming under the annual contracts funded by the Parish Council.

Members expressed their thanks to Ben Sadler for all he has done for the Village Hall as Chair and the Village Green as member of the Committee for some years now.

At the Woodlands, as noted on the front page of the LSPN magazine, a new trail in Rowley wood has been made. With input from Stoke primary school, words and pictures are available on Stoke website to enhance enjoyment of the new trail.

From the Police website no crimes were reported in Leavenheath since the last meeting.

BABERGH DISTRICT COUNCIL REPORT: District Councillor Lee Parker had sent apologies.

SUFFOLK COUNTY COUNCIL REPORT: County Cllr J Finch attended and reported on the continuing "Stick with it Suffolk" message and in particular encouraging everyone to wear face coverings in shops, on public transport and in any other locations where distancing is difficult. There is a new website bringing together all coronavirus data in Suffolk:

www.healthysuffolk.org.uk/jsna/coronawatch

The sale of Chilton Woods, which was delayed due to the lockdown, is likely to go ahead in the next 6 months to Housing developer Taylor Wimpey. This will bring 1150 new homes and facilities. The Hold, which will house Suffolk archives at Ipswich Waterfront, is nearing completion. Funding is secured for summer holiday activity and food programme which will support disadvantaged families. Trade waste is now accepted at Hadleigh and Sudbury recycling centres. Virtual information sessions are available on Adoption and Fostering as demand has increased in this area.

NEIGHBOURHOOD PLANNING UPDATE: There were 4 resignations from the Neighbourhood Planning Committee linked to the orchard site being included in the Local Plan. The remaining Committee have detailed as much information in a leaflet to residents seeking views on whether to proceed with site allocations. The Parish Council Chairman reminded the meeting that the proposals put forward by the Lady Anne Windsor Charity would address Local Housing Needs of people with a connection to Leavenheath which should be distinguished from general needs housing often associated with the affordable housing element of private developments. The catchment for general needs housing is far wider and doesn't necessarily help communities stay together. To ensure houses are not built in excess of the need, the representative from Lady Anne Windsor Charity explained their scheme would start small and only be extended where a need in Leavenheath was identified. A Housing Needs Survey more specific than the one already undertaken by the Neighbourhood Housing Group would be required to enable the Lady Anne Windsor Charity to proceed with a development off Plough Lane. A decision as to whether to proceed with a further Housing Needs Survey will be taken once the results of the Leaflet Survey are available.

CORRESPONDENCE: On-going correspondence were discussed and no further actions were agreed.

URGENT HIGHWAYS SAFETY MATTERS: There were good reports following the re-painted SLOW markings on Stoke Road.

FINANCE: The Bank Balances as at 31st July are £460059.82 in the Community Account and £15504.38 in the Rate Reward Account making a total of £61564.20.

The following pre-agreed payments were made: -

Cheque No.	Amount	Payee	Details
<u>As at 31st July</u>			
Funds Transfer	640.00	E V Harrison	N/Planning
Funds Transfer	594.00	P J Goodyer	Defibrillator
Funds Transfer	451.99	D K Hattrell	Clerk's Salary
Funds Transfer	100.40	Inland Revenue Only	Clerk's Deductions
Funds Transfer	163.76	SCC Pension ACC	Clerk's Pension
Funds Transfer	434.40	Tree & Lawn Co Ltd	V Green Contract
Funds Transfer	234.00	SALC	Internal Audit Fee
Funds Transfer	110.00	Ask Neil Ltd	V Green post
Funds Transfer	108.00	T Mann	Covid Response Expenses

The Internal Audit Report has been received with all matters approved and the document is available on our website. Recommendations will be discussed at the September Meeting - **Action Clerk**. In recognition that the new Defibrillator has been provided free of charge, it was agreed to make a charity payment of £500 to East of England Ambulance Service - **Action Clerk**.

MAINTENANCE OF VILLAGE ASSETS: It was noted the Radleys Lane bench was in need of attention as it is completely hidden under vegetation. T Smith volunteered to clear the foliage - **Action T Smith**. It was agreed for the Chairman to review the condition of the litter bins on the Village Green to double check which need replacing. Members agreed to delegate this matter to the Chairman and agreed in principle to replace up to 3 bins if required - **Action Chairman**.

CONSIDER WHEN TO RESUME A NORMAL AGENDA FOLLOWING COVID-19

CHANGES: Members were happy with the new meeting format and decided to continue with it.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS : Firstly a vote of thanks was agreed to the Neighbourhood Planning Group for all the work and progress they have made so far on behalf of the Village. Spare keys had been received for the Public Open Space path gate. D Kingham continues to update the Facebook Page on Parish Council matters.

The meeting closed at **8.58 p.m.**

Planning Meeting on 5th August 2020

The following decisions were advised from the Planning Authority:-

DC/20/02073 - Application for housed swimming pool, cart lodge with office over and external staircase (following demolition of existing outbuildings) at Harrow Lodge, Harrow Street, Leavenheath. **Planning Permission was granted in respect of the application, however, the annexe was not approved.**

The following applications were discussed: -

1) DC/20/01942 - Application for change of use of land to seasonal wedding venue incorporating two gazebos, temporary timber seating, event tipi, ancillary cabin, 10 overnight guest tipis, car parking and landscaping at Stoke by Nayland Hotel, Keepers Lane, Leavenheath -
The following email went to the Planning Authority on 7th July:

"In relation to the above planning application, Leavenheath Parish Council attended a site visit with the applicant to review the proposal and ask some questions that were raised by our parishioners. The visit was useful in discussing most of our concerns, however we requested a copy of the second noise test findings and we have not yet been provided with this by the applicant.

Our main concern is loss of amenity and we currently do not feel that we would be able to fully comment on this application without sight of the noise test results or a subsequent noise test being carried out.

We would also like further information relating to the security and management of the overnight camping as this poses a security risk and adds to the loss of amenity for local residents.

We would like to request an extension of time to consider this application. Following receipt of the above, we estimate we would need 3 weeks to review the information and form our response."

R Bellenie updated the meeting that the applicant will be meeting the Planning Officer shortly and news is awaited on whether the application will be withdrawn.

2) DC/20/02986 - 6 Blackthorn Way, Leavenheath - Application to reduce 2 protected oak trees to previous pruning points. There were **No Objections**.

3) DC/20/03228 - Nayland Hall Farm, Cock Street, Leavenheath - Application to determine if prior approval is required for erection of a building for straw storage. This application was still being considered, however, at this stage the Planning Group had **No Objections**.

4) Any other Urgent Planning items: Nothing was raised.