

**MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL** held on Wednesday 2nd December 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), L Parker (District Cllr) and no members of the public.

**PUBLIC FORUM:** Nothing was raised as no members of the public attended.

**APOLOGIES:** No apologies were given.

**DECLARATION OF INTEREST:** Nothing was raised.

**APPROVAL OF MINUTES OF 4TH NOVEMBER 2020:** These were accepted as a true record.

**MATTERS ARISING FROM THE MINUTES:** R Cowell reminded that the Risk Assessment for the Village Green was awaited.

**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.

**Village Hall Report**

Ladybirds are still the only users of the hall. Still awaiting government guidelines for reopening to other hirers when it is safe to do so. The committee had their final meeting of the year on Monday 7th December. S Whitelaw updated the meeting of the progress made in locating some further papers for the Village Hall. She suggested the decision relating to necessary legal fees in respect of Village Hall Deeds is delayed until the matter is explored further.

**Tree Warden's Report**

Due to hospitalisation and convalescing the Tree Wardens actions this month have been limited. The tree nursery as discussed last month is now in full swing with nearly 400 seeds planted this month, including such species as Hawthorns, Rowans, Maples, Sycamores, Silver Birches, Oaks, White Willows Holly Scots Pines along with a few Ash trees. These were sourced from Royston Wood, the village green and local residents. He has taken delivery of an additional 100 saplings the Suffolk Tree Warden Network and Suffolk County Council, made up of Oak, Hornbeam, Field Maple, Wild Cherry, Crab Apple, Silver Birch and Wild Service. The sole objective is providing more trees for the parish whether it be in woods or on public and private property. These trees will be provided free of charge to both residents and businesses in the parish.

**Police Report**

Crimes reported in October - 1 x Violence and Sexual Offences - near Harrow Street, 1 x Anti Social Behaviour - near the Village Hall and 1 x Violence and Sexual Offences - Honey Tye.

**Village Green Report**

No updates were given.

**BABERGH DISTRICT COUNCIL REPORT:** District Cllr Lee Parker attended and updated the meeting in relation to the distribution of grants by the District Council. Full details can be found on their website. He commented on the improving picture in Hadleigh in relation to lower infection rates of Covid-19. The Joint Local Plan is now out for final consultation ahead of the Inspection stage. He spoke of the availability of CIL money and that he was happy to assist the Parish with a Playground Project in the future. Tough budgetary decisions are required at the District Council to balance the figures for next financial year.

**SUFFOLK COUNTY COUNCIL REPORT:** County Cllr J Finch attended and reported on the latest Covid 19 news including the local hotspots and pressure on hospitals being among the reasons Suffolk was placed in tier two local restrictions. In particular Ipswich and Hadleigh had higher numbers of cases than anticipated which in turn puts pressure on the NHS. In his report Cllr Finch reminded people of the tier two restrictions which were in place in the area. On other news, an initial report was published about Special Educational Needs Development services during the Covid-19 pandemic. Suffolk County Council has also delivered its largest digital care support project allowing people with little or no technological ability to have two way video contact with care workers, family members and service providers. T Smith asked for the County Cllrs views on offers on trees and donations for that purpose. J Finch confirmed the County Council is supportive due to the climate change agenda, however, he did urge careful consideration of where to plant and the size and growth of the species concerned as issues may be caused by tree's outgrowing their locations and the annual leaf fall.

**NEIGHBOURHOOD PLANNING UPDATE:** The Neighbourhood Planning group have continued to meet regularly, the draft policies are at a stage to put out to resident consultation, the question is how this can be done safely in view of COVID. They have some good ideas and will be looking to consult after Christmas. They are continuing to progress the plan and continue to evidence gather for incorporation into the plan. The Neighbourhood Planning group have liaised with Suffolk Wildlife Trust regarding a landscape and biodiversity audit. They are prepared to do this for £1500 plus VAT. They asked the Parish Council to consider funding such a report. The basis for doing the audit would be to assist with policies and to ensure that we have an independent analysis on which we could use for future planning applications rather than relying on the reports that are submitted by the applicants. This will form an Agenda item at the January Meeting - **Action Clerk**. It was agreed for the Clerk to formally respond to A Sedgwick regarding the resolution last month in relation to the Lady Anne Windsor Charity proposals - **Action Clerk**.

**CORRESPONDENCE:** On-going correspondence were discussed.

**URGENT HIGHWAYS SAFETY MATTERS:** Nothing was raised.

**FINANCE:** The Bank Balances as at 2nd November are £47443.35 in the Community Account and £15507.99 in the Rate Reward Account making a total of £62951.34.

The following pre-agreed payments were made: -

<b>Cheque No.</b>	<b>Amount</b>	<b>Payee</b>	<b>Details</b>
<b><u>As at 2nd November</u></b>			
Funds Transfer	535.19	Babergh District Council	Bin Empty Charges
Funds Transfer	485.46	D K Hattrell	Clerk's Salary

Funds Transfer	103.20	Inland Revenue Only	Clerk's Deductions
Funds Transfer	168.25	SCC Pension ACC	Clerk's Pension
Funds Transfer	115.20	Tree & Lawn Co	Village Green

The budget calculations had been circulated to members to start considering the Precept for next financial year. The District Council are still to issue the final list of tax base figures, so they have asked us to delay setting the Precept until January which may require a change of meeting date for that month only. It was agreed to delay the January Meeting until 20th January 2021. A Decision regarding the legal work in respect of Village Hall Deeds will be made when further information is available. The Standing Orders and Financial Regulations were reviewed having received recommendations from SALC/NALC. It was agreed to incorporate the changes recommended - **Action S Whitelaw and Clerk.**

**MAINTENANCE OF VILLAGE ASSETS:** T Smith agreed to investigate what improvements can be made to the concrete blocks in Kingsland Lane to help prevent unauthorised access - **Action T Smith.**

**QUIET LANES SCHEME:** C Morgan agreed to investigate this item and register our interest as a Parish Council - **Action C Morgan.**

**CONSIDER DELAYING JANUARY PC MEETING:** This was agreed as 20th January 2021.

**REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS :** It was agreed for the Clerk to request updates to our Councillor details in LSPN - **Action Clerk.** T Smith confirmed he is happy to lead a Community Speed Watch program and will publicise to seek volunteers - **Action T Smith.**

The meeting closed at **9.12 p.m.**

Following the Meeting it was agreed to invite Parish Council applicant, Nigel Taylor to join the Parish Council. Formal Co-option will take place at the January Meeting - **Action Clerk.**

## Planning Meeting on 2nd December 2020

*The following decisions were advised from the Planning Authority: -*

A) Consent had been granted to reduce 3 protected oaks to previous cut points at 16 Maple Way - **DC/20/04192**

B) Consent had been granted to reduce oak back to previous pruning points at 7 Blackthorn Way - **DC/20/04913** - The Parish Council had **No Objections**

**The following applications were discussed: -**

1) 44 Wrights Way - Application for planning permission to erect a single storey rear conservatory - **DC/20/05101**. The Parish Council had **No Objections**.

**2) Any other Urgent Planning items:** In relation to the Lion Plans, the Parish Council discussed the opportunity to have two further Vehicle Activated Signs in the village. Members agreed they would welcome that opportunity and would be prepared to take on the ongoing maintenance of the signs following the purchase and installation by the developers. It was agreed to budget for some limited costs in this respect and D Kingham had provided some figures to Council in this respect. It was noted that Leavenheath does not have a Speed watch program, however, T Smith is happy to explore this possibility. However, the Planning Authority would not be able to rely on this as it is unknown at this stage whether sufficient numbers of volunteers will come forward. A Speedwatch team may be able to move/rotate the locations of the Vehicle Activated Signs or a working party from the Parish Council depending on agreements from Suffolk Highways and the Planning Authority. In relation to the Joint Local Plan, it was agreed for members to provide their views to D Kingham and D Kingham will issue a response from the Parish Council ahead of the deadline - **Action All and D Kingham**.