

MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 4th October 2017 at 7.30 p.m. at The Village Hall, Leavenheath.

PRESENT: B Rowe (Chairman), B Sadler, P Mortlock, C Morgan, R Cowell, D Hattrell (Clerk), and 10 members of the public.

PUBLIC FORUM: Concern was expressed against changes proposed to the natural bridleway from Cock Street to Stoke by Nayland resulting from the plans at Beachams Farm. P Mortlock confirmed the planning working party on the Parish Council were objecting and had liaised with all the relevant parties including Dedham Vale, Suffolk County Council Right of Way and steps were being taken to make sure all neighbours were aware. Attention then turned to the Re-consultation for Konings. The meeting was updated and the Chairman took the opportunity to thank the group of residents for continuing to raise awareness in the Village in relation to the application.

APOLOGIES: H Bonnar, J Finch and J Jenkins.

DECLARATION OF INTEREST: Nothing was declared.

APPROVAL OF MINUTES OF 2ND AUGUST 2017: These were accepted as a true record.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

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

- 1) The Lake Walk was to be raised later in the meeting.
- 2) Community Speedwatch would be raised with J Finch when he returns to his duties.
- 3) Parcels of Land transferred from Beehive Estate - it was agreed to include as an Agenda item for November and the Clerk will bring some paperwork from the time of transfer - **Action Clerk.**
- 4) Noticeboard at Honey Tye - P Mortlock confirmed the preparation was on-going - **Action P Mortlock.**
- 5) A134 Crossing - Royston Wood/Plough Lane - it was agreed for the Clerk to chase the contact in the absence of J Finch - James Storey - **Action Clerk.**
- 6) Church Path Gate had been completed, so can be removed from the list.
- 7) Iconfair investigation in relation to the ditch - it was agreed for the Clerk to write again to Iconfair stressing the risk of flooding and the urgency of getting this resolved - **Action Clerk.**

BABERGH DISTRICT COUNCIL REPORT: District Cllr J Jenkins was unable to attend however had reported that the move to Endeavour House was proceeding gradually and it was likely to be complete by December. The Boundary Commission had taken into consideration our views, however, had recommended Leavenheath is linked with Assington, Newton Green and Little Cornard. The Chairman and B Sadler agreed to attend the Babergh Liaison Meeting - **Action Clerk to book the places.**

POLICE REPORT: There was no report, however, P Mortlock had provided a link showing our crime figures that can be accessed from our website. P Mortlock reported on the July crimes which are now showing on the website.

SUFFOLK COUNTY COUNCIL REPORT: County Cllr J Finch was unable to attend due to health reasons and no report was provided.

CORRESPONDENCE: The report had been issued ahead of the meeting and key areas were discussed. The Chairman agreed to seek information via the enquirer in relation to the broken rail at Wrights Way/ Sweet Briar Close. Would residents be in favour of removal of the rail? - **Action Chairman.** It was agreed to pass contact details for LSPN to the Oil Club - **Action Clerk.**

HIGHWAYS: It was agreed to ask County Highways to clear vegetation around the Weight Restriction sign on A134 for the B1068 for vehicles approaching from Sudbury - **Action Clerk.**

FINANCE: The bank balances as at 29th September 2017 were **£32709.96** in the Community Account, **£15356.97** in the Reserve Account making a total of **£48066.93**. The half year Budget Review was discussed showing Expenditure at 36% of budget at this half way point in the financial year. The Clerk had confirmed the Declaration of Compliance in respect of our pension auto enrolment duties was submitted. The Internal Audit Report findings were discussed. Recommendations were made for changes to be implemented including identifying the power under which future payments are made, the amount of the Precept to be included in the Minutes and Clerks expenses to be recorded under All Other Payments and not Staff Costs under the Audit return. A review should be carried out of the asset register and insurance cover. The documents recommended for review during the 17/18 year included the Standing Orders, Financial Regulations, Internal Control Policy and the Suffolk Local Code of Conduct should be adopted. An action plan should be put together to ensure these are completed within this financial year - **Action Clerk to include a November Agenda item.** The External Auditors confirmed that all was in accordance with proper practices and no matters gave then cause for concern. The Risk Assessment Policy was examined and approved with the addition of the bench at Elm Tree Lane. P Mortlock recommended that we transfer to Suffolk Cloud for Web hosting. The initial costs to be met out of the Transparency Code grant which the providers already have. This was approved together with the Annual Charge of £100.

The following were authorised for payment: -

1469	414.54	D K Hattrell	Clerks Salary
1470	95.40	Inland Revenue Only	Clerk's deductions
1471	160.76	SCC - Pension ACC	Clerk's Pension
1472	120.00	BDO LLP	External Audit fee
1473	43.60	P Mortlock	Asset repair
1474	36.00	Leavenheath Village Hall	Hall Hire
Total	£870.30		

Between Meetings in the absence of the September Meeting, the following staff and contractor payments were made:-

Funds Transfer	401.52	D K Hattrell	Clerk's Salary
Funds Transfer	95.40	Inland Revenue Only	Clerk's deductions
Funds Transfer	160.76	SCC - Pension ACC	Clerk's Pension
Funds Transfer	291.60	Tree & Lawn Co	Village Green
Funds Transfer	100.00	E D Corkhill	Footpath post fitting
Total	£1049.28		

REPORTS FROM ORGANISATIONS AND REPRESENTATIVES : Reports were given from the Village Green, Village Hall, and Footpaths. The Tree Wardens report was deferred until the November Meeting. It was agreed for the Clerk to follow up the report regarding Footpath 5 with the landowner Boxford Suffolk Farms - **Action Clerk.** R Cowell agreed to follow up the Lake walk and Honey Tye orchard - **Action R Cowell.**

IDEAS TO IMPROVE THE VILLAGE: R Cowell agreed to investigate whether mobile shops would visit Leavenheath - **Action R Cowell.**

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: Nothing was raised requiring action. However, B Sadler took the opportunity to promote the need to fill the Parish Councillor Vacancies and urged the members of the public to spread the news.

The meeting closed at **8.50 p.m.**

Planning Meeting on 4th October 2017

The following decisions were confirmed by the Planning Authority: -

A) DC/17/03007 - 26 Maple Way, Leavenheath - Permission had been Granted for a pergola to the side of property.

B) B/16/01244 - Keebles Cottage, Nayland Road - The Planning Authority confirmed the discharge of conditions in that the facing materials have been approved subject to correct implementation. The details of the ground levels were submitted and approved subject to correct implementation. All other terms of approval remained unaltered.

The following applications were discussed:-

1) DC/17/04405 - Bramble House, 5 Kingsland Lane - **No Objections** to the application for a single storey link extension. However, a point was made that Kingsland Lane is vulnerable to heavy traffic and potential disturbance to neighbours, construction traffic associated should be monitored and any damage to the lane made good, before the end of the build.

2) DC/17/03772 - Land west of Keebles Barn - The Parish Council **Objected** on the following grounds to the application for 2 dwellings: -

The shapes of the buildings are out of character in the agricultural environment, the change from agricultural to predominantly residential complex and the creeping development at this site.

3) DC/17/04402- Beachams Farm, Cock Street - The Parish Council strongly Objected on the following grounds to the application for dwelling, extension and restoration of existing: -

The location outside the planning boundary, the guise of saving a single storey animal shelter to add a massive building, guidance was requested in respect of the timing of refurbishment of the existing farm house, the protection of the current access along the beech tree lined bridleway and the location within the AONB.

4) DC/17/03117 - Hill Farm, Brick Kiln Hill, Polstead - Re-consultation at Konings. The Parish Council were maintaining **objections** to the proposed expansion.

5) Joint Local Plan Consultation - The Planning Working Group were examining this Consultation. This will form an Agenda item at the November Meeting - **Action Clerk**.