

MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 5th September 2018 at 7.30 p.m. at The Village Hall, Leavenheath.

PRESENT: B Rowe (Chairman), R Cowell, P Mortlock, R Bellenie, D Kingham, S Whitelaw D Hattrell (Clerk), J Finch (County Cllr) had confirmed he would arrive after the start of the meeting, J Jenkins (District Cllr) and 4 members of the public.

PUBLIC FORUM: The Lady Ann Windsor Trustees were present to answer any questions about their recent Consultation. A resident of Stoke Road was seeking support to help prevent further serious accidents outside her property through potential traffic signage, speed restriction and other calming measures. It was agreed to discuss with the County Cllr when he arrived.

APOLOGIES: B Sadler, C Morgan and H Bonnar.

DECLARATION OF INTEREST: Nothing was raised.

APPROVAL OF MINUTES OF 1st AUGUST 2018: 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 - Progress is being chased regularly.
- 2) Notice boards - plastic posts had been purchased and installation was due to happen shortly.
- 4) A134 Crossing (Royston Wood/Plough Lane)- J Finch had previously chased and this was on-going.
- 5) Church Path Ditch - Clearance carried out by the landowner was excellent and it was agreed to put a notice in LSPN explaining to residents and seeking cooperation in keeping the ditch clear in the future - **Action R Cowell and S Whitelaw.**
- 6) Public Open Space clearance - J Jenkins followed through with the portfolio holder following last meeting and will chase again.
- 7) Housing Needs Survey - D Kingham provided information about the Neighbourhood Planning Process and funding which also supports the Survey. A debate followed regarding the alternative approaches to a Housing Needs Survey and Neighbourhood Plans. Members needed to consider further the approach required. The Meeting closed briefly for J Jenkins to speak. She confirmed a Village Meeting was required as support from the Community was essential. It was agreed to ask Lee Parker (District Cllr) to speak to the Parish Council ahead of the October Meeting to explain the process and answer questions.

BABERGH DISTRICT COUNCIL REPORT: District Cllr J Jenkins attended and gave details of the new District Councillor ward area including Leavenheath following the Boundary changes. The number of District Councillors will reduce to 32. On local planning matters, Planning Committee will follow the site meeting at 94 High Road which took place recently. In relation to Konings, requests by the Parish Council and nearby residents of visits to the plant in order to have the changes explained, have been refused. It was reported that some meetings have taken place and full meeting notes have been requested.

POLICE REPORT: There was no report, however, P Mortlock had provided a link showing our crime figures that can be accessed from our website. The new Police Community Engagement Officer's introduction was on the front of LSPN.

SUFFOLK COUNTY COUNCIL REPORT: County Cllr J Finch attended and reported on improved GCSE results in Suffolk, another outstanding year for Suffolk A 'Level students, support to young people leaving residential care and success for Suffolk Tourism. The issues with accidents on Stoke Road out-lined in the Public Forum were advised to J Finch. The hedge on the High Road near Edies Lane was raised with him. Finally he was reminded about the Broad Oaks hedge. He agreed to take up these items and at the same time residents will be encouraged to contact the County Council directly.

CORRESPONDENCE: The correspondence report had been issued ahead of the meeting and key areas were discussed.

CONSULTATION OF LADY ANN WINDSOR TRUSTEES: The following motion was approved: -

Leavenheath Parish Council thank the Trustees of the Lady Ann Windsor Charity for their approach to the Charity Commission to extend the area "Clause 29 Qualifications of residents", to include the whole of the civil Parish of Leavenheath.

HIGHWAYS: There was nothing to report.

FINANCE: The bank balances as at 5th September 2018 were **£32370.62** in the Community Account, **£15397.73** in the Reserve Account making a total of **£47768.35**. The GDPR notices were duly approved - **Action Clerk to forward the General Privacy Notice for inclusion on the website.** It was agreed for the Parish Council to pay for Tree Warden - Chris Jackson to attend relevant training at a cost of £15. The Internal Audit Report was shared with the Parish Council with recommendations to adopt the Suffolk Local Code of Conduct, review the Internal Control Policy, the Standing Orders, the Asset Register and Insurance Policy. The items should be reviewed on an Annual basis. We should also Minute the approval of the budget.

The following were authorised for payment: -

Chq 101514	458.00	Babergh District Council	Bin Empty 17/18
Chq 101515	412.19	D K Hattrell	Clerk's Salary
Chq 101516	97.40	Inland Revenue Only	Clerk's Deductions
Chq 101517	163.96	SCC Pension ACC	Clerk's Pension
Chq 101518	109.16	P Mortlock	Noticeboard posts
Chq 101519	105.00	Suffolk County Council	Street Light Quote costs
Chq 101520	29.93	Chilton Office Supplies	Filing boxes

Total **£1375.64**

REPORTS FROM ORGANISATIONS AND REPRESENTATIVES : Reports were given from the Village Green, Village Hall, Footpaths and from the Community Woodland. The Village Hall thanked J Finch for supporting Ladybirds and the Village Green are considering quotes in respect of the Playground Ramp. It was agreed for the Clerk to research again liability cover for

volunteers - **Action Clerk.** Good progress continues to be made towards the upkeep of the footpaths and identifiable information will be removed from future Footpath Reports.

IDEAS TO IMPROVE THE VILLAGE: A suggestion was made that as the District Council were considering maintenance of the Public Open Space path, they could consider replacing the sleepers as they were rotting. J Jenkins agreed to take this forward with the Portfolio Holder.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: R Cowell was chasing progress regarding the Wildlife Walk bench. R Bellenie was still working on a spreadsheet regarding committed expenditure.

The meeting closed at **9.20 p.m.**

Planning Meeting on 5th September 2018

The following decisions were confirmed by the Planning Authority: -

A) **DC/18/02443** - Land North of Keebles Barn, Leavenheath - Permission had been granted for change of use of agricultural land to residential curtilage.

B) **DC/18/03031** - 20 Oaklands, Leavenheath - Permission had been granted for extension over kitchen and utility room.

C) **DC/18/03543** - 9 Hawthorn Way, Leavenheath - Consent had been granted to reduce crowns on 2 Protected oak trees

D) **DC/18/01618** - Honey Tye Cottage, Honey Tye, Leavenheath - The Listed Building application for front porch had been withdrawn.

The following were discussed:-

1) **DC/18/03514 - The Old Bakery, Honey Tye, Leavenheath** - The Parish Council had **No Objections** to this application for Listed Building Consent to replace windows and doors.

2) **DC/18/02836 - Konings application** - The Planning Working Group were finalising a response to be issued ahead of the deadline. The Parish Council **Objects** to the new Plans.