

**MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL** held on Wednesday 7th September 2022 at 7.00 p.m. at Leavenheath Village Hall and by Video Conferencing.

**PRESENT:** P Mortlock (Chairman), C Morgan, R Bellenie, D Kingham, T Smith, Y Roder, S Whitelaw, D Hattrell (Clerk), L Parker (District Cllr) and J Finch (County Cllr) attended in person and R Cowell and 1 member of the public attended by Video Link.

**PUBLIC FORUM:** No matters were raised.

**APOLOGIES:** R Cowell had sent apologies however attended via Zoom.

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

**APPROVAL OF MINUTES OF 3RD AUGUST 2022:** These were accepted as a true record.

**MATTERS ARISING FROM THE MINUTES:** A tree from the Village Green was leaning on neighbouring property. The tree surgeon had quoted £300 and it was agreed to authorise the work - **Action T Smith**. It was noted that our volunteer undergoing the Duke of Edinburgh Awards had completed his time with us and everyone praised his very helpful assistance with the footpaths and all agreed to present him with a gift as a token of our appreciation. This can be categorised as "Chairman's Expenses" for Accounting purposes.

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

Reports were provided from the Village Hall, Footpath Warden, Tree Warden, Village Green, Community Woodland and from the Police Website.

**Village Hall Report**

The committee held their AGM on Monday 5th September and had eight members of the public present. Sarah Hunter stepped down as Chair and was replaced by Yvonne Roders. Sarah was thanked for everything she has done over the past two years. Greg Deeks was voted as Vice-chair. Stella Grumann will step down as Minute Secretary at the end of the year so they are urgently looking for a replacement. Film Night continues to be well supported thanks to the fantastic team of volunteers who work so hard to put this event on for the village each month.

The Committee were awarded a grant from Community Action Suffolk which has allowed them to replace the extractor fans in the hall, committee room and kitchen and purchase CO2 monitors for use by hirers. Replacement door locks, extra insulation and installation of a water softener have been voted on and these should hopefully be done in the next couple of months.

R Cowell had investigated the status of the Village Hall and although the paperwork was limited he concluded that it is not an Asset of the Parish Council. It is a registered charity and ownership is with the Official Custodian for Charities. He suggested updating the old Trust document and the Charities Objectives and Responsibilities and perhaps require a member of the Parish Council to always be on the Village Hall Committee. It will be important to budget for some legal work in this respect to support the Village Hall Committee - **Action Finance Committee**.

## Tree Warden's Report

T Smith, our Tree Warden advised that he made two visits to residents one who had applied for planning permission to prune back a protected tree. This was deemed acceptable with no objections raised. The other visit concerned a tree on the Village Green that is overhanging a property on the edge of the green, which has branches actually resting on the roof of the property. The removal requires a Tree Surgeon and the authorisation had been noted above. It had been reported to T Smith that some trees have been felled on the A134 junction with Stoke Road and have just been left on the side of the road. He was looking into the matter. An incident involving youths was reported in Royston Wood. This has been reported to the Police and T Smith would ask local residents to be vigilant regarding any suspicious behaviour in or around the Wood.

## Footpath Warden's Report

This was the final report from our local volunteer, Reuben Print, and again provided a comprehensive account of the condition of all the Parish Footpaths. T Smith, the Footpath Warden has thanked Reuben for all his hard work, and wished him success with his Duke of Edinburgh Award. Following chasing, T Smith confirms that the County Council have ordered the clearance work to the pavement between the High Road and Honey Tye which is currently about 50% of its usual width. This creates a danger for walkers when large vehicles pass close by.

## Police Report

Updates are now on the website showing the crimes to June 2022.

The latest reported crimes are from June 2022.

One Anti-social behaviour on or near Stoke Road.

Includes personal, environmental and nuisance anti-social behaviour.

Status was updated in July with no crime timeline details.

One Vehicle crime on or near Campion Way

Includes theft from or of a vehicle or interference with a vehicle

Status was updated in July. Investigation complete; no suspect identified

## Village Green Report

There were no further updates since last month, however, all agreed to encourage further residents to join the committee. It was agreed to ask whether one of the newly formed Events Sub Committee could join. From research undertaken by R Cowell, it was noted the Village Green is an Asset of the Parish Council and a Lease (which needs updating/renewing) makes the Village Green Management Committee responsible for the day to day management. Once the numbers have increased on the Committee, a new Chairman can be elected and the Lease can be addressed. Legal work may be required which will need to be budgeted for. It was agreed to include this as an Agenda item for the October Meeting for a progress report - **Action Clerk and All**.

**BABERGH DISTRICT COUNCIL REPORT:** District Cllr L Parker attended and urged residents to ensure their voter registration details are up to date. The County and District Councils have a group buying scheme for solar panels and residents wishing to obtain a quote can register their details online. The District Council have no objection to removing a gate on the Maple Way to A134 path, providing the Parish Council agrees in writing they see no safety implications. It was

agreed to delegate to the Chairman and T Smith to inspect and confirm this, however, the initial views at the meeting were as the nearest gate to the A134 was to remain, safety should not be an issue. The Neighbourhood Plan is now progressing again to the Regulation 16 Consultation which the District Council undertakes. T Smith thanked the public realms team for attending to the overflowing dog bin and he was pleased the A134 pavement clearance between the High Road and Honey Tye had finally been agreed. He then asked whether the appointment of the Locality Officer for the area would affect the District Cllr role. L Parker explained it would not, as the District Cllr is elected and the Locality Officer is a paid role. L Parker agreed to investigate how to assist volunteer litter pickers in the Village to dispose of the waste generated.

**SUFFOLK COUNTY COUNCIL REPORT:** J Finch (County Cllr) had sent his report in advance and also attended. His report covered where to get cost of living support for this coming winter and beyond. Further hosts are needed to support Ukrainians. Consent was given for a new nuclear power station, Sizewell C. The County Council had secured various improvements to the proposals. Digital Care Technology, Cassius exceeded expectations in its first year. The intention is to help people remain independent and live safe and well at home. A further consultation on the Bramford to Twinstead pylon proposals was due to start. The first Reclaim the Rain workshop was held in Boxford. Virtual Fostering and Adoption Sessions continue. He was keen that the Parish Council responds to the latest pylon consultation on the Bramford to Twinstead proposals. D Kingham confirmed that meetings were scheduled in this respect. J Finch confirmed an event/display is planned at the Masonic Hall in Sudbury. The compound proposed for Leavenheath is likely to service the whole of the length. On another matter J Finch is investigating the flooding reports and was involving the new senior officer at County Highways Melanie Hall in this matter.

**NEIGHBOURHOOD PLANNING UPDATE:** Babergh District Council have confirmed they are now conducting their regulation 16 consultation for 6 weeks, so matters are progressing again. The Referendum may not happen until next year now.

**CORRESPONDENCE:** On-going correspondence was noted by the meeting. The Chairman agreed to send around the quotes to restore the Village Sign between Meetings.

**CONSIDER THE NEW CODE OF CONDUCT:** Members agreed unanimously to adopt the new code of conduct and it was agreed for the Clerk to forward a copy to S Whitelaw to put on the website. New Register of Interest forms, if necessary, will also be sent around for completion - **Action Clerk and All.**

**URGENT HIGHWAYS SAFETY MATTERS:** R Cowell updated the meeting regarding the work on cycle paths and that he proposed to discuss with landowners. Trees over the A134 near Stoke Road were discussed. The Field owners will check it out and ensure obstructions are removed.

**FINANCE:** The Bank Balances as at 1st September 2022 were £50149.06 in the Community Account and £15510.71 in the Rate Reward Account making a total of £65659.77.

The following pre-agreed payments were made: -

<b>Cheque No.</b>	<b>Amount</b>	<b>Payee</b>	<b>Details</b>
<b><u>As at 1st September</u></b>			
Funds Transfer	740.63	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	283.33	Stoke by Nayland Club	Village Green Maintenance

### **Internal Audit Report**

All matters were approved with the exception of a minute confirming a review of the Internal Control Statement and confirmation of appointment of Internal Auditors in the Audit Year.

### **Review of Internal Control Statement**

Minor amendments were made to the document between meetings and the new document was circulated ahead of the meeting. It was resolved to approve the statement for year ending March 23.

### **Appointment of Internal Auditors**

Members were pleased with the thorough Internal Audit carried out by SALC and resolved to continue to appoint SALC as our Internal Auditors.

**IDEAS TO IMPROVE THE VILLAGE:** Members referred to the excellent work R Cowell has carried out in reviewing the paperwork for 2 village Assets - The Village Hall and the Village Green.

**MAINTENANCE OF VILLAGE ASSETS:** The Chairman and T Smith have again spent the last few Fridays' driving around the village, checking the village assets and cutting back overgrown brambles around benches and grit bins. The Leavenheath Village sign, still requires upgrading, and although only twenty years old it is showing considerable signs of wear and tear, the majority of tiles at the base, is either rotten, broken or crumbling away. The paint on the actual sign is also in a poor state of repair and needs a jet wash and re-paint, this would need a professional to undertake the work. The wooden post has also split and requires treatment. Quotes were being circulated to members between meetings. We also had a report of overflowing dog bins, this was reported to the District Council and these were emptied within a few days

**REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS :** The Playground Committee has had four very productive meetings and the project is moving ahead nicely with an application for funding to be made shortly. The questionnaires determining what our residents want, has been completed and we have close on 200 completed forms. T Smith has also had meetings with both Helen Cufley Public Realm Officer and Richard Kendrew Infrastructure officer at BMSDC to determine our next steps. The Leavenheath Events Sub Committee have had three very productive meetings and the proposed events are now beginning to take shape, these include assisting the Dog Show, the Christmas Sleigh, a fun and games night and a summer fete on the village green. In relation to Community Speed Watch, the Program is now all but ready to commence, the volunteers have completed the first section of training. All the documentation has been sent and been processed, and the final part of the training was due. R Cowell reported issues with Footpath 16 to T Smith and both the Chairman and T Smith agreed to investigate - **Action T Smith/Chairman.**

The meeting closed at **8.43 p.m.**

## **Planning Meeting on 7th September 2022**

### **The following Decisions were confirmed by the Planning Authority: -**

A) Conditions were discharged for the Construction Management Strategy and refused for contamination investigation at the Barn at Heathlands, Leavenheath. **DC/22/02558.**

B) Planning Permission was granted to extend The Diamonds, Nayland Road including construction of a 3 bay cart lodge - **DC/22/03237.**

C) Planning Permission was granted to convert and extend stable block at Plough House, Plough Lane, Leavenheath - **DC/22/00037.**

### **The following applications and planning matters were discussed: -**

1) Barn Conversion at Plough House, Plough Lane - **DC/22/03612.**

The Parish Council continued to object between meetings as earlier concerns were not addressed

2) Appeal against refusal to grant planning permission for 2 dwellings on land adjacent to Plough Lane - **APP/D3505/W/22/3298935.** It was agreed that the Parish Council's original response to the Planning Application still stood, so no further representation was to be made.

3) Re-consultation for side extension, alterations and carport at 18 Oaklands - **DC/22/03212.**  
There was no change to our original response to this application.

4) Any other Urgent Planning items: The Pylon Consultation for the Bramford to Twinstead route will now be an Agenda item for the October Meeting (Deadline now 19th October) - **Action Clerk and All.**