

**MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL** held on Wednesday 6th September 2023 at 7.00 p.m. at Leavenheath Village Hall and by Video Conferencing.

**PRESENT:** P Mortlock (Chairman), C Morgan, R Bellenie, D Kingham, Y Roder, D Hattrell (Clerk), L Parker (District Cllr) and 11 members of the public attended in person. S Whitelaw joined by video link.

**PUBLIC FORUM:** The Chairman welcomed the residents observing the Meeting. Queries were raised regarding the commercial vans parked opposite the Village Hall entrance on Wrights Way. The resident suggested the Village Hall Committee considers offering free parking to the business concerned. This suggestion was noted. The majority of residents were attending about the application for 23 homes on the Hargreaves field. They were concerned with the lack of publicity about the development which many opposed. District Cllr L Parker confirmed in view of the size of the proposal, it would go before the Planning Committee at Babergh District Council. R Bellenie confirmed the research the Parish Council had done so far and that various details are still awaited and views from other significant parties to the consultation. She is asking for an extension of time for the Parish Council to consider the application and was hopeful this would be agreed. As the Neighbourhood Plan has been adopted it has policy which may be relevant to this application. The Parish Council needs to review all the documents before putting in a final response. A resident confirmed there are various inaccuracies with the drawings and the ownership of the hedge. Attention then turned to the weeds on the kerbsides throughout the village. The Chairman confirmed this has been reported. The Clerk confirmed that residents could assist with the reporting by following the Suffolk Highways - Reporting tool. The Owner and Agent had attended to give details of their forthcoming application for the Orchard Site where they are hoping to build around 40 homes. The Agent shared their out-line proposal which will go for Planning in a few weeks time. Pre-application advice has been positive and the site had already been designated by the Planning Authority. They offered to come back to future meetings as the process progresses.

**APOLOGIES:** were received and accepted from S Whitelaw, however she joined by video link. County Cllr J Finch had sent his apologies.

**DECLARATION OF INTEREST:** R Bellenie and D Kingham declared an interest in their own application which is listed as one of the Decisions advised from the Planning Authority.

**APPROVAL OF MINUTES OF 2ND AUGUST 2023:** These were accepted as a true record.

**MATTERS ARISING FROM THE MINUTES:** Nothing was 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, Tree Warden, Village Green, Community Woodland and from the Police Website.

**Village Hall Report**

The Village Hall AGM is on 2nd October and there was no recent Meeting due to holidays.

### **Tree Warden's Report**

The District Council had advised us that they were investigating a reported tree and were planning some work to the trees in Royston Wood at the same time.

### **Footpath Warden's Report**

The Chairman was investigating a reported issue with a footpath.

### **Police Report**

There were three crimes reported in June

1 x Violence and sexual offence on or near The Old Road - Crime currently being investigated by police

1 x Violence and sexual offence on or near Rowans Way - Unable to prosecute suspect

1 x Violence and sexual offence on or near Hawthorn Way - Crime currently being investigated by police

### **Village Green Report**

There were no developments to report.

### **Leavenheath Events Sub-Committee**

The next planned event is the Big Breakfast in October and full details were discussed at the August Meeting.

**BABERGH DISTRICT COUNCIL REPORT:** District Cllr L Parker attended and advised that the Leader of the District Council, Cllr David Busby has stood aside temporarily for health reasons. Cllr Ward will be deputising in his absence. The CIL Cabinet met and £700,000 was distributed for Community Projects, of which around £30,000 goes to Boxford.

**SUFFOLK COUNTY COUNCIL REPORT:** J Finch (County Cllr) had sent his apologies and there was no report.

**NEIGHBOURHOOD PLANNING UPDATE:** The Referendum went ahead on 19th July and the Leavenheath Neighbourhood Plan has been Adopted. It was pleasing to report that the Policies in the Plan are being referenced by Planning Officers. Some hard copies of the Plan were handed to Councillors and Clerk.

**CORRESPONDENCE:** On-going correspondence was noted by the meeting.

**URGENT HIGHWAYS SAFETY MATTERS:** R Bellenie advised that it has been confirmed that Stoke Road does not meet the criteria for a reduced speed, however, more signage is being explored. This will be discussed more fully at next meeting. Funding may be needed to support any changes. It was noted that further speed monitoring may be useful in the Village as evidence to aid consideration of our areas of concern. The suggestion made in the public forum regarding the commercial vehicle parking in the Village Hall Car Park had been noted. The Chairman was chasing action regarding the declining state of the roadside kerbs.

**FINANCE:** The Bank Balances as at 1st September 2023 were £53858.93 in the Community Account and £15565.51 in the Rate Reward Account making a total of £69424.44.

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	1419.00	The Village Sign People	Asset Repair
Funds Transfer	805.28	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	502.60	SALC	Subscriptions
Funds Transfer	326.04	Tree & Lawn Co Ltd	V/Green Contract
Funds Transfer	163.55	Babergh District Council	PC Election Costs
Funds Transfer	56.00	Leavenheath Village Hall	LE - Breakfast hire
<b><u>Between Meetings on 7th August</u></b>			
Funds Transfer	126.50	Leavenheath Ladies	LE - Fete donation

### **Internal Audit Report**

At the end of July, the Responsible Finance Officer (RFO) / Clerk circulated the Internal Audit Report, this was officially received by the Meeting. This Council were pleased with the thorough Internal Audit carried out by SALC and resolved to continue to appoint them. For the Year Ending 31st March 2023, all was found compliant with some recommendations as follows: -

- 1) Incorporate change to procurement threshold in the Annual Financial Regulations Review - the RFO is happy to take this on - **Action Clerk.**
- 2) Ensure there is a Minute record of this year's Insurance renewal review - and there is from the June 23 Meeting.
- 3) Review Standing Order - Accounts and Accounting Statements 17c to the half yearly budget review - S Whitelaw volunteered to review the Standing Orders - **Action S Whitelaw.**
- 4) Review of Reserve's Policy - D Kingham will review the Reserve's Policy - **Action D Kingham.**
- 5) The omission of a tick in the box of 11a was an oversight and was amended ahead of submission to the External Auditors.
- 6) It is suggested that we produce a Model Publication Scheme - C Morgan agreed to take this on - **Action C Morgan.**

**IDEAS TO IMPROVE THE VILLAGE:** It was suggested some monitoring is carried out regarding potential Planning Enforcement matters. Members explained the current situation and welcomed any support others could offer.

**MAINTENANCE OF VILLAGE ASSETS:** The Village Sign has been painted. Consideration can be given to speed activated signage and potentially getting a contractor/or Community Wardens in to clear the weed/gutter problem. R Bellenie has been investigating the former Lion development conditions in relation to vehicle activated signage.

**REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS :** D Kingham reminded the meeting that the compound for the Pylons is to be located just outside the village towards Assington. The compound will be utilised for the whole project duration.

The meeting closed at **8.35 p.m.**

## Planning Meeting on 6th September 2023

### The following decisions were advised from the Planning Authorities: -

- A) Planning Permission was granted for change of use of summerhouse to dog grooming salon at 9 Stoke Road - **DC/23/02668**.
- B) Planning Permission was granted for rear extension at Foinavon, Stoke Road - **DC/23/02864**.
- C) Planning Permission was refused for extensions and car port at 10 Edies Lane, Leavenheath - **DC/23/03027**.

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

- 1) Application to extend 81 High Road - DC/23/03618.  
The Parish Council had No Objections in principle to the application, however, we asked for clarification whether the tree right next to the boundary would be affected.
- 2) Application to extend 44 Wrights Way - **DC/23/03710**.  
The Parish Council had **No Objections** between Meetings.
- 3) Application for 23 dwellings on land east of Blackthorn Way and Campion Way -**DC/23/03653**.  
R Bellenie confirmed to the meeting the research that has already been undertaken through the various documents available on the website and the holding responses issued by other parties. She currently had pages of notes. The plans do not seem to accord with our Neighbourhood Plan from a Design point of view. She spoke of the potential to have a separate meeting to discuss these plans in detail. Of course an extension of time to consider this application has been requested and it was noted from District Cllr L Parker that the application would need to go before the Planning Committee.
- 4) Any other Urgent Planning matters: The brief presentation at the start of the meeting in relation to the sharing of plans for 40 dwellings south of the High Road on the Orchard site was noted. Members and the residents were pleased with the opportunity to engage with the Applicant and Agent on these plans.