

**Minutes of the Long Melford Parish Council Meeting held in the Library, Hall Street, Long Melford ~ Tuesday 15<sup>th</sup> November 2011 @ 7pm**

**Present:** Cllr J Watts(Chair) Cllr's J Nunn, R Michette, P Turner, R Kemp, M Brabner, T Coll, J Walton, C Michette, C Spraggon, J Frost, Clerk Mrs L Goodban, police, T Mutum & M Firth (BDC) and 6 members of public.

**01/11/11 - Chairman's announcements** The Chairman welcomed everyone to the meeting and introduced Phil Rose, planning surveyor for Foundation East who was going to make a presentation to members detailing how a Community Trust may be able to help with a local needs housing project.

- The Diamond Jubilee Meeting held on 1<sup>st</sup> November was not particularly well attended however several ideas were discussed (see minutes of meeting). The parish council agreed to advertise and co-ordinate the events.
- The Chairman and clerk have both inspected the shed at the burial ground and can confirm it is now very well kept. The chairman extended a vote of thanks to Alan for his efforts.
- Together with other members of the council I took part in the Remembrance day parade and service on 13<sup>th</sup> November where I read out the names of the 'fallen' during the service. This was an excellent event which was very well attended. A vote of thanks was extended to the RBL for their support with this event.
- It was **resolved** the meeting be suspended for item 06.11 and that item 21.11 be held 'In Camera'.

**02/11/11 Apologies:** Cllr's D Walters and H Spear

**03/11/11 Presentation from Phil Rose, Community Land Trust:**

Mr Rose explained to members that the National CLT Network helps communities provide affordable, sustainable housing, the greatest interest for this appears to be in Suffolk, Cambridgeshire and Essex although his role covers all of East Anglia. He went on to explain about the democratic structure that creates property assets, such assets could be affordable homes, sheltered accommodation, shared ownership, work spaces, food/community shops and allotments. Any land interest that goes to Community Asset is 'locked' therefore the land cannot be sold and can be re-invested. He advised members that decentralisation and the localism bill are essential guides for this purpose. Some land owners are prepared to donate land for CLT purposes, CLT is controlled by members who elect a 'Board' to manage and membership is 'open' to anyone. Members then watched a short video detailing a CLT project in High Bickington. Mr Rose advised members that capital investment to build property can be sourced in various ways including a mix of affordable / market homes or banks such as Triodas who offer mortgage investments for this type of scheme. There is also a £25m fund for community projects. If the PC decided to do this it is essential to set a Trust up properly, CLT can help with this. With regards to the complexities of planning permissions Mr Rose advised that Parish Councils are becoming decision makers and we could gain powers that would allow us more influence or authority on such schemes. If the PC can demonstrate clear community support the District Council need to help support the scheme. The Chairman thanked Mr Rose for the presentation.

**04/11/11 To adopt minutes of meetings:**

Minutes of the **Full Council** meeting held on 18<sup>th</sup> October 2011 at the Library

Minutes of **Burial Ground** meeting held on 1<sup>st</sup> November 2011 at the Parish Council Office

Minutes of **Diamond Jubilee** meeting held on 1<sup>st</sup> November 2011 at Village Hall

Minutes of **Planning** meeting held on 8<sup>th</sup> November 2011 at the Parish Council Office

It was **resolved** the minutes be signed as a true record

**05/11/11 Declarations of interest or hospitality:** Cllr Frost declared a non pecuniary interest in planning application for Southdown House as owner of adjoining property and took no part in consideration of this item. Cllr's Kemp and Nunn declared non pecuniary interests in all planning applications as District Councillors and took no part in Planning considerations.

**06/11/11 Reports: Vice Chairman's report:** Cllr Nunn gave the following report to members;

- On 9<sup>th</sup> November, accompanied by Cllr Kemp I greeted the mayor of Sudbury and staff of Catchpole Court nursing home at the Melford Inn as they completed a fundraising walk for the Nursing Home. On Friday 11<sup>th</sup> November, together with other members of Council, I attended the Remembrance Day event at the local Primary School where 116 red balloons were released, each one representing a serviceman named on our War Memorial. On Sunday 13<sup>th</sup> November, along with other members of Council I took part in the Remembrance day parade and laid a wreath on behalf of BDC at the Church Service.
- Following last night's finance meeting where my request for funding of a second display cabinet for Long Melford's Historical exhibition was turned down, due to the current financial constraints, I would like to ask the Council if they would consider a donation of £300 towards this project, the remaining balance could then be made up by fundraising. (this will be considered under item 17.11)

**District Council:** Nothing to report

**County Council:** Cllr Kemp gave the following report;

- Recent cabinet meetings considered reports on Creation of new heritage organisation, Library Services for the future, Procurement of Highways Services and Development of Investment fund to achieve social outcomes in Suffolk. Prior to Cabinet meeting there will be Scrutiny Committee Meeting that is starting to look at the upcoming County Council Budget.
- SCC are still running a number of consultations, currently three exist, two about transport and improvements around the County Town of Ipswich and one regarding changing pattern of admissions into the reception year in schools. Details can be found at <http://www.suffolk.gov.uk/CouncilAndDemocracy/Consultations/Listing.htm>
- The police have introduced a new easy to remember number for non urgent queries that replaces the standard switchboard number. The number 101 will soon be available across the whole country and will be available 24/7, calls cost 15p per call from both landline and mobile networks, regardless of when the call is made or the duration. People who are deaf, hard of hearing or speech impaired can textphone 18001 101. In emergencies people should always ring 999.

**Police;** The following report was read to members: 6 crimes have been recorded within the parish, this compares to 24 for the same period last year; a shed on the allotments in Cock & Bell Lane was entered damaging the door, a handsaw was taken; A property on Rodbridge corner had an out building entered, some aluminium pole sections were removed; A property in Little St Mary's had some stone caps removed from the boundary wall; A vehicle on middle way had tyres damaged; a shed at the allotments on Cock & Bell Lane broken into damaging the door (nothing taken); a shed on the allotments had door damaged (nothing taken). It was noted that Travellers camping illegally on the Picnic site at Rodbridge left the site at 1pm today. A large badger sett between the Rupp and Olivers Close has been ploughed over causing damage to the sett, police will be asked to check if the farmer had a licence for this.

**Clerk:** The following matters were reported by the Clerk and noted by members;

- Various dates of meetings were confirmed and amended.
- **Concert on the Green:** Nothing further to report at this time
- **Cemetery Management Course:** The clerk attended an all day Cemetery Management Course at the SALC office, Claydon detailing procedures for cemetery safety, Health & Safety Legislation, Legal Duties, Management of Memorials, Cemetery administration, Exhumation and the law and Statutory Instruments for Burials in England and Wales.

**Street Fair:** It was confirmed that the Street Fair will not be asking the PC for any funding for the Street Fair in 2012, the clerk will be asked to obtain the licence but the St Fair will reimburse the PC for the fee of £100.

**Village Hall:** Nothing to report

**Matters raised by members of Public:**

**Long Melford Playgroup;** Sian Bloxham and Emily Green addressed members and detailed proposals to improve the outside garden area of the premises by creating an Environment / Community Space, it was intended that most of the work will be carried out by volunteers using tools, equipment and materials donated by various groups and individuals. As part of the project they aim to create a 'willow den' and would also like to provide a new clutter bridge and sand pit. Total cost of the project is around £7k however with much of the work and materials being donated or funded from current funds they are looking to raise a further £2 – 3k for the bridge and sand pit and asked if the PC could help in any way with this. (considered under item 17.11)

**07/11/11 Allocation of S106 Recreation Contributions:** Cllr Turner advised members he is currently trying to see if there is any way forward with use of S106 funds and has requested copy of the original conditions set by BDC Committee, he has also asked if they have carried out any assessment of recreational needs for the district and in particular Long Melford.

**08/11/11 Public Toilets:** Members were informed we are hoping to arrange a meeting with Lavenham PC to see what they are considering for public toilets and if there is any way we can work together to provide these facilities. BDC have advised they will be looking to relinquish the lease for the land where toilets are located at the Green at the end of the year, if the PC agree this they would obtain full ownership of the existing building complete with fixtures and fittings and would therefore be responsible for it regardless of whether it closes or not.

**09/11/11 Railway Walk:** A meeting will be held at midday tomorrow to consider various issues including security at Rodbridge and how much financial support we might expect in the first year. Costings are currently

being obtained and risk assessment has been provided by Marjar Consultancy Services. It was stated that Government are currently considering directing business rates direct to local authorities.

**10/10/11 Power of Wellbeing:** Members considered the Statement of Community Engagement and **resolved** unanimously to adopt in full. After further consideration and confirmation that all eligibility has been achieved it was **resolved** unanimously that the Parish Council adopt 'Power of Wellbeing' status.

**11/11/11 Newsletter:** progress is ongoing

**12/11/11 Diamond Jubilee:** It was confirmed by Cllr Nunn that S.106 funds can be used for provision of benches in the village providing they are not replacing any existing benches. Cllr Nunn and the clerk will consider where seats could be located and ascertain how many might be needed so members can make a decision at the next PC meeting. Cllr Brabner confirmed he would be interested in arranging a Music Fest weekend as reported in minutes of Jubilee meeting.

**13/11/11 Environmental Committee:** Cllr Turner advised members that regretfully he was unable to obtain bulbs as suppliers had run out of stock, bulbs will now be ordered in August 2012 and planted in Autumn 2012. Further efforts will be made to find out who owns the grass verge on Rodbridge Hill so that permission to plant the bulbs can be obtained.

**14/11/11 War Memorial:** The clerk advised members that she had made contact with a councillor from Clare who had been instrumental in securing the repairs to Clare War Memorial and that he had offered to assist us in any way possible. An leaflet detailing the problems with the Memorial and inviting donations and public subscription with provision for gift aid was inserted into all service sheets at the Remembrance Day service, leaflets will also be placed at the Post Office and Co-op and will be followed up with a press release to try and secure funds for the repairs.

**15/11/11 Memorial Application:** Members considered a request for memorial in the Cemetery. Concern had been raised regarding the choice of wording on the Memorial "here lies the Old Farquhar" and "now shooting where no hand has set foot". The applicant has been made aware of the concerns and has volunteered to change to "here lies a loveable little rogue" and to replace 'shooting' with 'scritchng'. After much consideration and confirmation that 'Farquhar' was not a family name, members **resolved** that "here lies a loveable little rogue" be approved, however the phrase "shooting/scritchng where no hand has set foot" to be removed.

**16/11/11 Ground Maintenance Charges for 2012:** Details of charges for ground maintenance and litter/dog bin collections for 2012 has been received from BDC. After consideration members **resolved** to accept.

**17/11/11 S.137:** Members considered the following requests for funding from S.137

- **Long Melford Playgroup** (as detailed in Public reports). After consideration members **resolved** to support in principle. Cllr Spraggon proposed the PC fund the purchase of a Clatter Bridge up to the value of £2,500, seconded by Cllr Carole Michette; unanimously agreed subject to approval from the Church for equipment
- **Display Cabinet:** After consideration members **resolved** unanimously to grant £300 towards the purchase of a second display cabinet with remaining funds to be obtained by fund raising.

**18/11/11 Precept 2012:** Members considered in detail the report from Finance committee recommending a request for Precept of £97,000. Members were advised that for a working budget precept of £76k was required which equates to 3.8% increase, however to provide funding for Railway Walk, Rodbridge Picnic Area, Public Toilets and PCSO it was anticipated that a minimum of £21k was required therefore this has been added to the £76k making a total requirement of £97k which equates to around 34% (£40 per household per annum). After much consideration members **resolved** to accept the proposal of £97,000 subject to confirmation from BDC that we can request this amount without being penalised or capped.

**19/11/11 Accounts** It was **resolved** to pay the outstanding accounts

<b>Accounts outstanding:</b>	P & K Monthly	262.56
	E.on Energy	501.18
	Zen internet	15.31
	British Gas	14.25
	U.R.C Hall Hire	60.00
	RBL Balloons	206.00
	PCSO (second year)	<u>7,368.50</u>
		<b>8,235.80</b>

**Cheques issued 11/10/11 – 10/11/11**

25/10/11	SWT (DD)	St. 15	38.00	19/10/11	Plan appl. C.place	1782	445.08
19/10/11	A C Sawyer	1783		08/11/11	Old Ch Yard	1784	126.15
08/11/11	L A Goodban	1785		08/11/11	Office expenses	1786	29.04
08/11/11	BT Office	1787	105.93	08/11/11	Gas/elec office	1788	57.61
08/11/11	Car park works	1789	870.00	08/11/11	plan appl. Glebe	1782	236.60

**20/11/11 Planning applications:**

**B/11/00667/FHA** Westgate Park – Alterations to and retention of existing triple garage and storage over (following alterations) as per amendments

**Resolved** to recommend approval

**B/11/01242/FHA** Parkside, High Street, Long Melford – Erection of single storey side extension (following demolition of existing lean-to garage)

**Resolved** to recommend approval

**B/11/01318/FUL** Land to the rear of Southdown House, Hall Street – Erection of 1 no two storey dwelling house to be accessed from existing drive and car park associated with Wreford Court

**Resolved** to recommend Refusal; contrary to policies HS02 and HS28 by way of overdevelopment, overlooking, loss of light and outlook are unreasonable. Also contrary to policies CN01 and HS30 whereby by virtue of the site coverage, location, appearance and form would represent a cramped, out of character and incongruous form of development harmful to the character of the area and local distinctiveness. This form and lack of harmony, would fail to preserve or enhance the historic character of the Long Melford Conservation Area, its setting and internal near distance views and fail to adhere to Policy CN08

**B/11/01379/FHA** 20 Bull Lane, Long Melford - Erection of single storey rear extension (following demolition of existing extension)

**Resolved** to recommend approval

**B/11/01423/TCA** Bells House, Hall Street, Long Melford - Fell 1 no. Willow tree to ground level

**Resolved** to recommend approval

**21/11/11 Village Hall (In Camera)** : Nothing to discuss

**Next Meetings:**

Tuesday 6 <sup>th</sup> Dec 2011	7.30pm	Parish Council Office	<b>Planning Meeting</b>
Tuesday 13 <sup>th</sup> Dec 2011	7.30pm	Library	<b>Full Council Meeting</b>

There being no further business the meeting closed at 22.05