

**MENDLESHAM PARISH COUNCIL**  
**Wednesday 13<sup>th</sup> January 2021**  
**Ordinary Meeting 7.00pm**

Please note this will be a virtual meeting via Google meet. Should members of the public/press wish to attend this meeting please use this link, [meet.google.com/tgt-tkgd-nnu](https://meet.google.com/tgt-tkgd-nnu) or telephone (GB) +44 20 3956 4444 PIN: 476 709 038#

Mendlesham Parish Council has a protocol for attending virtual meetings, if you wish to receive a copy, please email the Clerk [parishclerk@mendleshampc.org](mailto:parishclerk@mendleshampc.org)  
Members of the public may still submit comments on any item on the agenda via email to the Clerk: or letter to Honeysuckle, Hockey Hill, Wetheringsett IP14 5PL, to be received by noon Wednesday 13<sup>th</sup> January 2021. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes of the meeting will be published, once approved, as usual via <https://mendlesham.suffolk.cloud/>

**AGENDA:**

**1. Welcome, apologies for absence and filming speech.**

**2. To note Declarations of Interest:**

- a) To note Councillor's declarations of interest in any of the following agenda items.
- b) To agree any dispensations with regard to declarations of interest.

**3. To approve the draft minutes** of the following meetings as a true and accurate record of that meeting:

- a) Ordinary Parish Council meeting 9.12.20 (5 mins)

**4.**

**Police report:**

**SCC/MSDC Cllr Stringer**

**Public Forum** – to receive written questions and matters of concern.

(10 mins)

**5. Planning**

**a) Applications:**

**DC/20/05643 Barn 4 Ashes Farm, Oak Farm Land, Mendlesham** Application for prior approval of a proposed: Change of Use of Agricultural Building to 1no. Dwelling House (Class 3) and for building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)- Schedule 2, Part 3, Class Q

**DC/20/05630 Hill House, Norwich Road, Wetheringsett Cum Brockford.** Application for Outline Planning Permission (some matters reserved, access to be considered). Town and Country Planning Act 1990- Erection of 2no dwellings.

**DC/20/05688 Green Farm, Mendlesham Green** Full Application- change of use of land and siting 4 no Glamping Pods and provision of parking.

**DC/20/05818 Boundary Farm Cotton Road Mendlesham.** Full Planning Application. Conversion of and extension to dairy building to form annexed accommodation ancillary to host dwelling (re-submission of withdrawn application DC/20/01550)

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**DC/20/05819 Boundary Farm Cotton Road Mendlesham.** Application for Listed Building Consent- Works to facilitate conversion and extension to dairy building to form annexed accommodation ancillary to host dwelling (re-submission of withdrawn application DC/20/01551).

**DC/20/05832 Fleece Cottages, Front Street, Mendlesham:** Application for works to trees in a conservation area, T1 (Field Maple) reduce crown by 3m.T2 (Ash) reduce and balance crown and raise canopy. T3 (Norway Maple) reduce south side of crown

Ash T2 (12M high, 350 mm dia) reduce the East side of the crown overhanging Keepers Cottage by up to 2 metres (not top) and balance remainder of crown as required. Raise canopy all around to crown break level.

Norway Maple T3 (12M high, 300 mm dia) reduce south side of crown overhanging Old Telephone Exchange by up to 2 metres (not top).

Field Maple T1 (9M high, 350mm dia) reduce the crown of the tree back to the most recent points of reduction (3 metres).

**DC/20/05838 Windrush House, Hobbies Lane, Mendlesham** Householder Application- Erection of single storey rear extension (following demolition of conservatory) and extension to existing flat roof.

**DC/20/05901 The Stackyard Nursery, Old Station Road, Mendlesham.** Full Planning Application – Change of use of agricultural building with food processing and visitor facilities including a farm shop, café, art and craft gallery to form 1no dwelling.  
The change of use will require a minimal change to the external appearance of the building (Note:3 additional windows).  
The change of use will benefit the neighbours by reducing the overlooking of their back garden and reduce the volume of traffic.

**DC/20/05945 3 Old Orchard, Mendlesham.** Application for works to tree in a Conservation Area- cut back Walnut tree in rear garden as branches overhang neighbouring property.

**b) Results:**

**DC/20/04865 Health Centre, Chapel Road, Mendlesham.** Application under S73 to vary or remove conditions to DC/20/02856 dated .9.20 Town and Country Planning Act 1990. (Condition 2 - approved plans and documents) -to include single storey rear extension to provide additional clinic room. Grant

**c) Correspondence:** To include

- i) Sunnica Energy Farm statutory consultation ending 29.1.21 and agree way forward.
- ii) Suffolk Design consultation re housing ending 10.2.21 and agree way forward.
- iii) MSDC notification of Mendlesham Health Centre CIL application and confirm support for the application.

( 60 mins)

**6. Neighbourhood Plan**

a) Report Mendlesham's Revised Neighbourhood Plan (Cllr Exley, Mr Moore)

b) To confirm proceeding with the local informal consultation as indicated in App 1 of the report.  
(5 mins)

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**7.Reports**

- a) Clerks report & delegated decisions
- b) Other organisation reports
- c) Chairs report
- e) Questions to the Chair (5 mins)

**8. Mendlesham Parish Council: Financial matters**

- a) To confirm payment of invoices.
- b) Any other financial matters. (5 mins)

**9. Playingfields**

**Mendlesham Memorial Playingfields**

- a) Report re grasscutting arrangements wef 1.1.21 (Clerk)
- b) Mendlesham Muga and WSA projects:
  - i) Report (Mr Woodley and Clerk)
  - ii) To confirm any additional actions required including signage and installation of two litter bins.
  - iii) Report (Cllrs D Foster and Orton) regarding WSA painting project.
  - iv) To discuss and confirm arrangements regarding opening of WSA and or MUGA, to include current Covid National Lockdown.
- d) Any other playingfield matters (20mins)

**10. Allotments:**

- a) To agree any increase for allotment rents
- b) To agree way forward further to termination of two grazing licence tenancies. (5 mins)

- 11. Any other business:** matters of report and future agenda items. (5 mins)

**The meeting will then go into camera with members of the public requested to leave whilst confidential staff matters are discussed including:**

**12. Staff Matters:**

- a) To confirm 2020- 21 NALC National salary award
- b) To review staff Spinal column points and ranges from 1.4.21.
- c) Any other staff matters. (10 mins)

Sharon Jones Parish Clerk 7.1.21