

MENDLESHAM PARISH COUNCIL
Wednesday 9th June 2021
Ordinary Meeting
Old School Room, Mendlesham
7 pm

Covid mitigation, including limits on numbers of public being able to physically attend will be in place. Members of the public are requested to contact the Clerk before the meeting to confirm they wish to attend and obtain confirmation this will be possible.

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 9th June 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 once approved, are available from the Parish Clerk parishclerk@mendleshampc.org tel 01449 766139 The minutes of the meeting will be published, once approved, as usual via <https://mendlesham.suffolk.cloud/>

Please note in the interests of transparency we will aim to provide a virtual link to this meeting. Unfortunately, this will not allow direct participation during the meeting by members of the public. Link meet.google.com/tgt-tkgd-nnu or telephone (GB) +44 20 3956 4444 PIN: 476 709 038#

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. Minutes:

To confirm the following as a true and accurate representation

- a) Annual Parish Council meeting 5.5.21
- b) Ordinary Meeting 5.5.21

To note the following as a true and accurate representation of the meeting:

- c) Annual Parish Meeting 20.4.21
- d) Annual General Meeting of Mendlesham Memorial Playingfield Charity 5.5.21 (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:
- b) Results:

DC/21/02144 4 Church Road, Mendlesham.

Notification of works to trees in a Conservation Area- Notification of works to trees in a Conservation Area- Reduce 1no Birch Tree (T1) by up to 2m to balance growth and reduce group of Conifers (T2) by 3m and lift branches by 2m. Does not wish to object.

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DC/21/02024 20 Mayfield Way, Mendlesham. Householder Application -Erection of single storey flat roof rear extension. Grant.

DC/21/02283 Land to North West of, Mason Court (Known as Old Engine Meadow) Mendlesham. Discharge of Conditions Application for DC/19/05949 – Condition 3 (Biodiversity and Enhancement Strategy) and Condition 4 (Landscape Management Plan).

DC/21/01935 Land to North West of, Mason Court (Known as Old Engine Meadow) Mendlesham Discharge of Conditions Application 4242/16- Condition 10 (Piping of Drainage Ditch_ and Condition 11 (Details of Estate Roads).

d) Any other planning matters (5 mins)

6. Mendlesham Neighbourhood Plan

a) Report including changes and actions further to the Reg 14 Pre submission consultation. (Cllr Exley and Mr Moore).

b) Revised Neighbourhood Plan 4.8.1, May 2021 including supporting documents: to confirm submission of draft documents to Mid Suffolk District Council for the next stage of the process.

c) To confirm publication of latest documents on the Mendlesham website.

d) Any other Neighbourhood Plan matters (10 mins)

7. Parish tree, hedge and wildflower project.

a) To note responses further to E News 19.4.21

b) Report (Cllrs Exley and D Foster).

c) To confirm way forward: to request Cllrs Exley and D Foster coordinate this project on behalf of the Parish, separately from Mendlesham Parish Council, reporting back to the Parish Council only in case of need, liaising with residents, Mid Suffolk District Council and similar organisations as required. (10 mins)

8. Reports

a) Clerks report & delegated decisions, including delegated decisions from 7- 17 May 2021.

b) Other organisation reports

c) Chairs report

d) Questions to the Chair (5 mins each)

9. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

b) To review the internal report for Mendlesham Parish Council for the year ending 31.3.21 and any actions required.

c) To confirm Heelis & Lodge appointed as Internal Auditors for the year ending 31.3.22.

d) To note Public Right of Inspection of Accounts for the Year ending 31.3.21 Monday 14 June 2021- 23.7.21.

e) To note AGAR submission deadline of 2nd July to External Auditors.

f) To approve maintenance work to the Mendlesham Village Sign @ £1895.60

g) To purchase a replacement grit bin, for the corner of Brockford Road, Church Road and Oak Farm Lane @ approx. £200. (10 mins)

10. Playingfield matters:

a) To agree any actions required further to the ROSPA Report and information from Play Equip Ld.

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- b) To review delegation to the Parish Clerk regarding hire and fees for Mendlesham playingfields from 1 July 2021.
- c) Report and proposals further to a meeting with volunteer to manage bookings of Mendlesham Playingfields (Cllrs Davey and Allen)
- d) To note internal audit report for Mendlesham Memorial Playingfields Charity year ending 31.3.21.
- e) Any other playingfield matters. (10 mins)

11. Street Cleaning:

- a) To confirm working party to propose terms of recruitment for a new street cleaner, including a review of litter bins and job description, for confirmation at the July meeting. (5 mins)

12. Babergh and Mid Suffolk District Councils Active Travel Public Consultation:

- To agree any actions as required. (5 mins)

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

Sharon Jones Parish Clerk 4.6.21