

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 7th September 2016 at 7.30pm.

1. Present: Cllrs M Exley (Chairperson), A Davey, D Foster, N Foster, D Nunn, M Watson, S Webb and S Jones (Clerk), SCC/MSDC Cllr A Stringer and one member of the public.

Apologies: Cllrs M Favager, H Orton and E Ward.

All were welcomed to the meeting and a statement was made about filming.

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items. Nothing declared.

b) To agree any dispensations with regard to declarations of interest. Not required.

Cllr Webb arrived.

7.35pm The meeting was suspended to allow for the following:

Police report: The report on the Police web had not been updated further to that dated August 2016 which had already been circulated.

SCC/MSDC Stringer: See County report as appended to these minutes. District report would be received shortly.

Councillor and Parish Councillors reviewed the planning decision regarding 3084/16 Latin Hall: erection of two new dwellings.

Public Forum: Nothing raised.

8.00pm Meeting reopened.

3. Minutes:

a) Ordinary meeting held on Wednesday 10th August 2016.

Pages 1426-1432 inclusive were approved as an accurate record of the meeting, signed and dated by the chairperson.

4. Planning

a) Applications: none

b) Results:

2558/16 Lucerne, Mendlesham Green: erection of a two storey rear extension, incorporating existing single storey offshoot- **granted.**

3084/16 Latin Hall, Brockford Road, Mendlesham: erection of 2 no dwellings including associated works- **granted.**

c) Report regarding Latin Hall decision had been provided by Cllr Stringer earlier.

d) Correspondence:

LAIS re Neighbourhood Planning had been received and circulated to all Cllrs.

Further consultation for application 2211/16 re GR Warehousing site had been received with a meeting agreed for 22nd September 2016.

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5. Reports:

a) Clerks report & delegated decisions. Actions taken from last meeting and correspondence received since last meeting:

Financial:

£17250 2nd half of precept notification received.

£10,000 transferred by Cllr Davey to new instant access deposit and

£40,000 32d Notice account application in process. (mins 10.8.16)

Allotments : Letter sent to persons reported as using track beside Vine Cottage to dump hedge clippings on an unused allotment. Cllr Orton received an apology.

Request from volunteer to keep unused plots clean by planting potatoes next year (Clerks note: Council agreement obtained).

Mole control in woodland:

Pest control in place. Anticipated will require 3 or 4 visits. Traps with no poison to be used. Traps to be flagged.

Flytipping:

50 or so black bags tipped outside a field entrance on Buces Hill. With Cllr Stringers assistance, MSDC removed within 24 hours.

Footpaths:

Hobbies land rights of Way, Footpath Officer confirmed can now be used but work planned to surface.

Bridge repair requirement reported to SCC near Whitings Farm.

Landowner to repair stile on permissive footpath at Mendlesham Green.

Scout Hut: now removed.

Playingfields:

Draft hire agreement with Mendlesham Football Club not yet forwarded to the club for comment, waiting further advice from Insurers regarding position if no payment involved.

New football club to use pitch on Sundays.

Hire agreement forms for Sunday use plus any other hire use

(Community Council etc) will need to be agreed.

Correspondence: nothing that is not an agenda item.

Delegated Decisions by Clerk :

3.9.16 Community Centre break in, secure building requirements as reported to Community Centre Charity meeting 7.9.16.

The Clerk also reported a telephone conversation with the landlord of the Kings Head PH and his intention to apply to de licence the pub. It was agreed Cllrs Nunn and Cllrs Favager should meet with the Landlord as requested. **Action: Clerk.**

b) Report from Village Organisation Representatives.

Cllr Davey reported that he was due to meet with Mr Clarke re the film club.

c) **Chairs report:** The Chair had nothing to report that was not an agenda item.

d) **Questions to the Chair:** No questions asked.

6. Financial matters: Mendlesham Parish Council

a) To approve invoices for payment

The following invoices were unanimously approved for payment.

000542	120.00	Suffolk Association of Local Councils, one day cllr training Denise and Norman Foster
000543	19.00	Mendlesham Community Centre -hire
dd	5.50	Google monthly sub
000544	150.90	K Hales August Street Cleaning salary plus tax rebate
000545	832.54	S Jones August Clerk salary to include back payment to 1.4.16 for incorrect scp ratel
000546	69.09	D Lambert two weeks holiday cover for street cleaner
dd	16.90	Essex & Suffolk Water re playingfields

b) To note external auditors report and agree any actions as required. Not received.

c) To review financial position to date, including management information and position at bank. Not available.

d) Report and way forward re automatic pension enrolment Cllr Exley reported that the Parish Council would need to arrange pension provision as the clerk would meet the eligibility requirements. The Staging date was May 17 and research indicated that the NEST scheme would be favourable with low administration costs. It was agreed to commence registration with NEST and report progress at following meetings. **Action: Clerk**

e) Report re Charity bank requirements re TSB accounts.The clerk reported progress with opening of two charity accounts (Community Centre Charity and Mendlesham Memorial Playingfield Charity). The applications had passed the TSB credit scoring and now all Councillors and the Clerk were required to sign the application forms and take ID to a TSB branch. A solicitors letter confirming details for each charity was also required and it was agreed Cllr Exley would approach Birketts solicitors.

Action Cllr Exley

other financial matters

Councillors agreed payment of £500 to contractors for work on removing the Scout Hut and clearing/levelling the site.

A question was asked about the Essex and Suffolk Water bill for Mendlesham Playingfields. The clerk reported that she thought this was for the 50/50 shop. The Clerk was asked to check earlier bills to see if any consumption was recorded/included. **Action: Clerk.**

7. Standing Orders: to amend standing order 18 to include Public Contracts Regulations 2015 further to internal audit report.

Standing order 18 had been amended further to SALC advice and was unanimously approved.

8. Cil projects:

a) Discussion on potential cil projects. Suggestions included:

Use of land adjacent to Mill Road for Mendlesham village

allotments- not considered possible as land owner would not sell or lease land and Mendlesham plots may attract existing allotment holders from Mendlesham Green.

Provision of water/sheds at allotments at Mendlesham Green

Speed reduction/signage for road outside Hawkins Farm - no more re signage and speed limit reduction not possible.

Small Hall Kitchen extension

New footpath on Old Station Road from GR site to Fleece House.

New path outside school and dropped kerb crossing already part of the GR application requirements. Land ownership made continuation to the Fleece difficult.

Health Centre: help towards increased resources -not within CIL remit.

Replace 50/50 shop.

Public toilet for Mendlesham Playingfields.

9.Any other business: matters of report and future agenda items.

Nothing raised.

8.50pm Meeting closed.