

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 8th November 2017 at 7.30pm.

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

Apologies: Cllrs N Foster who would be late and S Webb.

The Mendlesham Parish Council filming statement was read out.

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.

3. Minutes: To approve the following minutes as a true record of the meeting

a) Ordinary Parish Council Meeting 4th October 2017.

Pages 1517-1521 inclusive were unanimously approved as an accurate record of the meeting and signed by the Chairperson.

4. To co opt a Mendlesham Parish Councillor.

An application had been received from Noel Fletcher. Noel was unanimously co opted as a Mendlesham Parish Councillor.

5. Police report: see October Safer Neighbourhood Team report as appended to these minutes.

SCC Cllr/ DCllr Stringer reports: Cllr Stringer reported there were important agenda items for this meeting, which he would report on when applicable.

Public Forum: nothing raised.

6. Planning:

a) Applications:

DC/17/04999 Lucerne, Mendlesham Green

Householder application. Demolition of existing single garage and erection of replacement single garage. Unanimously approved and agreed an improvement on the existing.

DC/17/05093 Mill Lea, Mill Road, Mendlesham.

Householder application. Erection of double garage.

Unanimously approved with comments as 15.5.17 application no 1633/17.

b) Results:

DC/17/03667 Site of former G R Warehousing Ltd: advertisement consent for signage in relation to sales area and marketing suite for new residential development - granted.

DC/17/03079 The Coach House, Church Road, Mendlesham :

Householder planning application -erection of a cart lodge, granted.

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c) Correspondence:

Suffolk Minerals & Waste LP consultation (ends 11.12.17) noted with no response required.

d) Report further to Neighbourhood Plan meeting 30.10.17, including recent consultation events. Draft minutes and reports further to the consultation events had been previously circulated and were noted.

e) To appoint Mr Terry Moore as a committee member of the Mendlesham Neighbourhood Plan Advisory committee.

Unanimously agreed.

f) Report further to meeting with Babergh and Mid Suffolk re Local Plan and Neighbourhood Plan. Cllrs Exley and Stringer reported further to a meeting that morning, also attended by Cllrs Orton and Ward, Terry Moore and the Parish Clerk. The meeting had included information that under the Neighbourhood Plan process, it appeared Mendlesham could allocate sites that were already being built but not completed. Therefore Mendlesham site allocations could include Station Fields and Old Engine Meadow. Other numbers required were still uncertain as this would depend on the outcome of the current Joint Local Plan consultation as well as the current Government consultation "Right Homes/Right Places". However 123-183 additional dwellings for Mendlesham Parish were feasible as a requirement until 2036 (Clerks note: this includes Station Fields 56, Old Engine Meadow 28 etc). Conclusion: plans for revised NP to continue as planned.

g) To agree Joint Local Plan consultation response.

Report and individual answers to the consultation question were unanimously confirmed as Mendlesham's response to the consultation with the addition of any new land sites to be phased until after 2022 and a map for the proposed settlement boundary at Mendlesham Green to follow.
8.05pm Cllr N Foster arrived.

h) Any other planning matters: The potential unauthorised caravan site at Brockford Road was noted with confirmation from Cllr Stringer that the appropriate authorities were dealing with this matter.

7. Boundary Review: To consider a further consultation response.

It was unanimously agreed to provide a further response to the Boundary Commission on the basis that Mendlesham had no links to Thorndon or Rishangles but retention of Wickham Skeith and Cotton who did have links with Mendlesham would be an improved outcome. **Action: Clerk.**

8. Reports

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

Financial:

MSDC cleansing grant q 2 sent off

Neighbourhood Plan: Terry and Clerk attending Wetheringsett pc meeting 6.11.17.

Meeting with MSDC 8th November. Other matters agenda items.

Mendlesham Playingfields project:

Meeting in process of being arranged with Tony Bass, MSDC Strategic Leisure Advisor. All Pcllrs and committee members invited.

Bank mandates: Cllr Watson now authorised signatory for Mendlesham Community Centre accounts. Need to confirm change also made for Mendlesham Memorial Playingfields accounts, but new mandates sent off to TSB, for both accounts at same time.

MSDC Parish Liaison meeting 9.11.17 Chairperson and Clerk attending

Correspondence:

The Pensions Regulator: confirmation increased contributions as follows:

	Employer	Staff contribution
Current	1%	1%
6/4/18-5/4/19	2%	3%
6/4/19 onwards	3%	5 %

LAIS 1405 Councillor disqualification

LAIS 1403 Data Protection Bill

SALC Annual report 2016-17

Delegated Decisions by Clerk : school locksmith to review locking mechanism for inner Small Hall back doors.

b) Village organisations report:

Mendlesham Community Council, Mrs Triscott reported the Fireworks had been a huge success with in excess of 3,000 people attending, £1500 profit for the Community Council and other village organisations also profiting.

A £2000 grant had been provided from the Community Council, £2000 from Mendlesham Education Foundation and £1000 from Mendlesham Internet Cafe to Mendlesham Primary School for the purchase of new laptops.

£700 had been granted to support the craft workshops being organised for young persons. It was noted this event whilst organised by Cllrs Foster was being held under the remit and responsibility of Mendlesham Community Council.

The Community Council had either agreed or was in the process of agreeing new policies including Equal Opportunities, Safeguarding Children and St Fayre Food policy.

The Inter Community Council annual quiz had taken place with Mendlesham hosting and winning.

c) Young persons report: Cllr D Foster had prepared a report which would be circulated in full to Parish Councillors after this meeting with proposals to be discussed, as available at the December meeting.

d) Report re web transfer to with Suffolk. Cloud. Cllr Davey reported that the new Web site was not complete. This would include a link for Community Centre hire bookings in due course.

e) Report re new Data protection requirements. The Clerk reported attending a course on the new requirements with effect from May 2018. Whilst statutory requirements had been covered and were clear, the requirements were supposed to be "proportional" to the size and type of organisation. This was in the process of being established by Suffolk Association for Local Councils so that Parish Council practises and ways of working could implemented.

f) Report further to War Memorial committee meeting.

Cllr Nunn reported further to the committee meeting, with draft minutes circulated. The Remembrance Service on 13th November was noted, including representation from Capt Middleton from RAF Lakenheath. It was unanimously agreed Cllr Exley would lay the wreath at the USAAF Memorial on behalf of Mendlesham Parish Council.

g) To note walking group report and agree any actions .Noted.

h) Chairs report: nothing to report that was not an agenda item.

h) Questions to the Chair: none

9. Mendlesham Parish Council Financial matters:

a) To agree invoices for payment

The following invoices were unanimously approved for payment.

000675	45.59	S Jones reimbursement stationary
dd	13.57	Nest monthly pension contribution
000676	767.44	S Jones October salary
000677	154.71	K Hales October salary
dd	5.50	Google docs monthly fee
000678	175.20	Gipping Press -np consultation printing

000679	26.40	SALC -training Data Protection -clerk
000680	200.00	Suffolkbiz -new web site

Payment of £59.99 reimbursement to S Jones re renewal of McAfee Security subscription was also confirmed for payment at next meeting.

8.55pm SCC/D.Cllr Stringer left.

b) To consider grant request from St Marys, Mendlesham.

Further requested information had not been received so this agenda item would need to come forward when available.

c) To commence 2018/19 budget

Councillors considered a first draft of the Parish Council budget for the year commencing 1.4.18 as prepared and circulated by the Clerk. This draft covered regular income and expenditure only with project finance to be discussed further at the next meeting.

d) Any other financial matters:none

10 . Playingfield Matters:

Mendlesham Playingfields:

a) To consider quote for works further to Rospa inspection report 14.8.17 and agree actions. A quote for works totalling £3008 was unanimously confirmed with works/payment to be as soon as possible.

b) Grasscutting arrangements.

The need to support the volunteer cutting Mendlesham Playingfields, particularly during school holidays when children were playing was noted and confirmed.

Mendlesham Green Playingfield

c) To note completion of works further to Rospa inspection report 14.8.17. Noted.

d) Report re new equipment: Cllrs Orton and Ward reported that a meeting with a second play equipment supplier was due on 10th November.

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

Nothing reported.

Meeting closed at 9.15pm

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