

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 9th August 2017 at 7.30pm.

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

Apologies: Cllr Webb, Cllr Nunn who would be late and Stowmarket Safer Neighbourhood Police.

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) Extra Ordinary Parish Council Meeting 24th July 2017.

Pages 1503-1504 inclusive were unanimously approved as an accurate record of the meeting and signed by the Chairperson.

4. Police report: see July Safer Neighbourhood Team report as appended to these minutes.

SCC Cllr/ DCllr Stringer:

See County report as appended to these minutes.

Public Forum: nothing raised.

5. Planning:

a) Applications:

DC/17/03588 Land adjacent to Willow House, Mill Road, Mendlesham:

Reserved matters -submission of details under Outline Planning Permission 4670/16 erection of three detached dwellings ,construction of access -Condition 1 (plot 1 only)

It was unanimously agreed to recommend this application for approval, noting the dwelling location closer to the highway, but central to the plot and with an acceptable design.

DC/17/03079 The Coach House, Church Road, Mendlesham: Householder planning application - Erection of a cart lodge.

It was noted that a Design and Access statement for this property was unavailable. It was unanimously agreed to recommend this application for approval, on the basis that the Planning Officer was satisfied that this application would not detrimentally affect neighbouring amenity, particularly regarding the unknown access arrangements and consider the listed status of the two adjoining neighbouring properties and St Mary's Church opposite, all located within the Mendlesham Conservation area.

**DC/17/03906 Four Chimneys, Old Station Road:
Householder planning application -Two Pitch Roof Front Dormer
Windows and Rear Dormer**

It was unanimously agreed to recommend this application for approval, noting that the proposal was in keeping with local properties.

**DC/17/03667 GR Warehousing Ltd, Old Station Road,
Mendlesham:**

**Advertisement consent for signage in relation to sales area and
marketing suite for new residential development.**

Whilst it was appreciated that the properties needed to be marketed and sold, there was concern that this application was not suitable for a development located at the gateway of a rural village.

It was unanimously agreed that the Parish Council could not support this application as presented and had the following concerns/requests:

- No flags.
- No lights after closure of the Marketing Suite for the development.
- Consideration of the proximity of Elms Farm a Grade 2* listed building.
- Consideration of the rural setting and gateway to the village.
- A time limit should be placed on whatever is agreed, either to expire after five years or on sale of last property.

b) Results:

1465/17 Keepers Cottage, Old Station Road, Mendlesham:

Erection of a garden shed, infill to carport sides and new double doors to carport frontage. Grant.

c) Correspondence:

Notification that conditions 7 and 8 (Archaeology) had been discharged for DC/17/02263 Land adjacent to Willow House, Mill Road, Mendlesham.

6. Reports:

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

Financial:

MSDC street cleansing grant notification of payment Q1 £357.18

Mendlesham Green Meadow: Request from neighbour to Mendlesham Green meadow that his fence was being affected by garden rubbish on meadow. Have advised that we will clear this away after harvest and haycutting and will also ask adjacent properties not to deposit their waste on the meadow.

Affordable Housing Needs Survey: message left with CAS, no response to date.

Neighbourhood Plan: Contact from Beyton PC and meeting arranged for 7.8.17. Mendlesham committee meeting in process of being arranged.

Station Fields: Lots of residents concerns re pathways and highway works. SCC Highways have confirmed all as agreed with themselves and MSDC.

Data Protection: Clerk booked on course re changes 12.10.17

St Joseph's: Contact from Trustees advising they are still progressing matters further to recent discussions in the interests of Mendlesham and will keep us advised.

USAAF 34th Bomb Group Memorial: contact with Jack Steffen, understand details of full list of casualties, or at least as far is possible, on its way.

Correspondence:

SALC details of Newsletter of the Year and Web site of the Year competition. Information forwarded on to editor and Community Council.

Delegated Decisions by Clerk :none

b) Report from Village Organisation Representatives.

Nothing reported.

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

d) Questions to the Chair: no questions asked.

7. Financial matters: Mendlesham Parish Council

a) To approve invoices for payment

The following invoices were unanimously approved for payment.

Main account

DD	5.50	Google monthly fee
000649	210.91	S Jones expenses April -July 2017
DD	13.57	NEST contribution July 17
000650	154.51	K Hales July salary
000651	767.24	S Jones July salary
000652	3552.00	Playequip Leisure works to Mendlesham Play tower.
000653	13.41	NWG Business- Water Mendlesham Playingfields
000654	6.00	J Lawes Ltd bin bags for Street Cleaning
000655	90.00	Monthind Clean LLP Community PAT Testing
000656	19.00	Mendlesham Community Centre room hire
000657	182.00	Mendlesham Educational Foundation room hire Jan- Jun 17

b) To review management information and position at bank.

Information as at 31.7.17 was reviewed with no further comment. Cllr Exley checked the Bank reconciliation report information to the bank statements.

c) Proposal for further mole control at Mendleshams Woodland:

A resident had requested mole control for the fenced fritillary area. After discussion after consideration of costs and effectiveness, it was unanimously agreed not to proceed.

d) Any other financial matters:

External Audit for ye 31.3.17. The Clerk reported that the BDO external auditors had requested a breakdown of Fixed Assets which had increased by £3090 1% an explanation for which was not initially required. After investigation it was noted that an error had been made when completing the Audit Document. A figure of £222,390 had been recorded instead of £220,390. BDO had been advised, information provided regarding the correct increase and further instructions awaited.

8. Playingfield Matters:

a) Mendlesham Green Playingfields:

Cllrs Nunn, Orton and Ward reported that further to a site meeting and the recent consultation responses, they proposed the following:

- Nest swing located to the side of the existing swings
- Roundabout
- Climbing frame for younger children
- No zip wire as there was not room
- Existing skate board soil ramps to be levelled and insurance cover subsequently cancelled. **Action:** Cllr Nunn re levelling and Clerk re insurance.

It was agreed the next stage would be to obtain quotes and designs from play companies. **Action Clerk**

b) Any other playingfield matters : Teenage shelter.

Further to the latest incident of graffiti on the shelter, a resident had proposed removing the side panels on the shelter. After discussion, no further action was agreed ie to remove graffiti or panels.

9. Mendlesham Emergency Plan:

Cllrs continued the review of the plan, noting and confirming new volunteers as Emergency Plan officers. It was noted that there was still a need to find another person. **Action Cllr Ward** to ask possible volunteers. Cllr Exley had also spoken with the WI but a WI meeting to discuss was still to occur.

A request had also been received from the County Resilience team for three contact persons to be included on their non public documentation. It was agreed these should be Cllr Exley, Cllr Nunn and the Parish Clerk.

Action: Clerk to update and return to next meeting with the updated plan.

10. Electoral Review:

It was noted that MSDC were proposing to include Finningham with the Mendlesham Ward.

8.45pm SCC/D.Cllr Stringer left.

After discussion, a consultation response on behalf of Mendlesham Parish was agreed with no objections to this, but also providing evidence and willingness, if Wetheringsett were to be considered. **Action Clerk.**

11. Mendlesham Green grassed area:

a) To review responses and actions required further to consultation regarding maintenance plan for grassed area.

Several responses, of differing views had been received. It was agreed to extend the consultation for a further month as parish newsletters had only been delivered at Mendlesham Green a couple of days before the advised deadline.

Action: Clerk to advise volunteers accordingly including that Cllr Exley would remove the fencing area and asking for the meadow to now be cut, contact Suffolk Wildlife for further information regarding the value of creating such area and encouraging the spread of the wild flowers. An agenda item for next meeting.

12. Jubilee Gardens, Mendlesham

a) To confirm Parish Council appointed volunteers:

Mr & Mrs Lawrence, Mr and Mrs Ormes and Mr Michell were confirmed.

b) To agree improvement works and budget.

After discussion, a budget of £100 was confirmed and works to a flower bed confirmed.

Action: Cllr Exley to contact potential contractor and Mr & Mrs Lawrence.

Action: Clerk to keep Mr and Mrs Ormes updated.

13. Any other business:

Cllr Nunn reported delays with Police/ Suffolk County Highways sign posting the diversion route via Mendlesham Green further to a recent fatality accident on the A140. Cllr Nunn and Cllr Stringer had brought this matter to the attention of the Police Commissioner.

Cllr Watson reported that children had set up a pop up shop outside the village shop selling cigarettes and the Police had been called.

Cllr Denise Foster raised the possibility and need to provide activities for 12 plus children through the school holidays. Advice on how to proceed with this, was then provided.