

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 19th April 2017 at 7.30 pm.

1. Present: Cllrs M Exley (Chairperson), D Foster, N Foster, D Nunn, M Watson and S Jones (Clerk) and SCC/MSDC Cllr A Stringer.

Apologies: Cllrs A Davey, H Orton, E Ward and S Webb.

The Chairperson welcomed all to the meeting.

The filming statement was not read out.

2. Interests:

a) To note Councillor's declarations of interest in any of the following agenda items. Sharon Jones, Parish Clerk, declared an interest in any matters relating to the school as she is Chair of Governors, in particular to the agenda item regarding the school using the Woodland.

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

3. Police report: The March newsletter had been previously circulated and was noted.

7.05pm a member of the public arrived.

SCC/MSDC Stringer: See Cllr Stringer's reports as appended to these minutes.

Public Forum: No matters raised.

4. Minutes:- to approve for accuracy and as a true record of

a) Ordinary meeting held on 8th March 2017.

Pages 1470- 1474 were unanimously approved, signed and dated by the chairperson.

5.Planning:

a) Results:

0694/17 St Marys Church, Church Road, Mendlesham : Works are required to 42 Lime Trees along Church Road, Mendlesham The trees at this site are generally in good condition and stand between 17 and 23 M in height. All trees as shown on the attached street plan require routine arboricultural management as part of general grounds maintenance operations, such as deadwood removal, crown lifting up to approx 5m, reduction by approx 25% and reduction from overhead services to reduce nuisance of branch encroachment etc - grant

0366/17 Land adjacent No 17 Brockford Road Mendlesham: outline planning permission sought for the erection of two detached dwellings - refused

0862/17 31 Old Market Street, Mendlesham: Removal of two overgrown Ivy clad elders. Removal of small Holly Tree -Grant

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b) Mendlesham Neighbourhood Plan

(i) To note that at its meeting on 23 March 2017 Mid Suffolk District Council decided that the Mendlesham Neighbourhood Plan should be made part of the Development Plan for the district- noted.

Cllr Exley also reported on the MSDC Planning Committee meeting regarding 0366/17 and consideration of the Neighbourhood Plan.

(ii) To note detail of Housing Needs Survey and agree further actions. Details of the costs and service available from Community Action Suffolk were discussed with the cost noted at some £4,000. There was discussion about the possibility of the Parish undertaking its own survey and also the need/benefits of undertaking a new survey. It was agreed further information was required from MSDC and also SALC. **Action Clerk**

(iii) To note correspondence re designated site allocations and agree further actions. Noted that a reply had yet to be received from MSDC.

Action Clerk to chase and also ask SALC .

c) Correspondence:

(i) To note Mid Suffolk District Council correspondence re "call for sites". Noted.

(ii) To agree consultation response re LAIS 1396 Housing consultation: Proposed reply as previously circulated confirmed.

(iii) To agree consultation response re MSDC Survey Open Space, Play and Outdoor Recreation Study Proposed reply as previously circulated confirmed.

6. Reports:

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

Financial:

Allotment hire fees all chased and mostly paid. Two outstanding, less £15, letters sent if not paid, tenancy will be terminated with one month of letter.

PWLB Loan for street lighting as at 31.3.17 £27974.95

£327.60 MSDC Cleaning Grant March 17 notification of payment received.

£17500 MSDC Precept (first half) notification of payment received.

£3000 Cllr's Stringer SCC Locality grant for Community Centre soundproofing cheque received.

VAT Return 1.1.17- 31.3.17 £223.70 sent off.

Notification of £67.10 April 2017 CIL payment

Community Action Suffolk Membership:

Annual membership (free) renewed for Parish Council and two charities.

Playingfields:

Consultation re Mendlesham continuing. nd for Parish Council stand (booked) at Street Fayre.

Works for the new playingfield land should happen week commencing 10.4.17 but at time of writing date not confirmed. Page 1476

The padlock on the playingfield gate has been pinched whilst Mr Downie was cutting the grass. This will cost some £50 to replace.

New dog bin: MSDC have confirmed location is acceptable, just need to notify them when in place.

Scout Hut: phone call of complaint re site. Request for meeting made.

Suffolk Preservation Society:

Cllr Exley and Clerk attended a Heritage training day, covering "Managing the historic environment" and "Listed Building consent and development in conservation areas. Main learning points for Clerk. We should not rely on District officers- understaffed and probably inexperienced when considering planning applications. Need to consider tpo's/survey/more registration.

Meeting with Paul Allen:

He is storing the old Mendlesham village sign (oak post/brass plaque donated by WI). Do we have a use for it/ volunteer to restore/ want him to keep or dispose of? (*Clerks note Cllr Exley to store plaque*)

Also storing polystyrene moulds for existing village sign. Do we / want him to keep or dispose of? (*Clerks note Cllr Exley to store plaque*)

He has two boxes of woodland leaflets (Clerks note Clerk to store)hem.

We have agreed he will keep the paper NP for people to look at as required in Post Office (but not remove)

Community Centre: he would like to come off phone list and not be a keyholder as of December 17, (*Clerks note Cllrs Foster to replace with training*)

Hard court keys/ booking person : Paul would like to pass on this responsibility. Courts not locked at present and no bookings are being made (*Clerk note: Clerk to hold keys, booking clerk not required*)

Correspondence:

Thank yous re grants from Suffolk Age uk, St Elizabeth Hospice, SARS,Mendlesham and Wickham Skeith Community First Responders, East Anglian Air Ambulance, CAB.

Forestry Commission - notification that Farm Woodland Premium Scheme case no 10010 Agreement 15fwp001302 CHP:38/158/-104 has ceased. Reminder re need to continue with good woodland practise and may be liable if any part of the wood is removed but able to thin " in accordance with good silvicultural practise" checking with Forestry Commission first in case a felling licence is required.

Delegated Decisions by Clerk :

Purchase of new lock for playingfield gate. PAT testing arrangements for the Community Centre and 50 50 shop £75.

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Council also discussed a request from Mendlesham Community Council to hold a picnic event on the Mendlesham Green grassed allotment area on either 23 or 30th July. This was agreed in principle subject to the Community Council undertaking responsibility for the event and all legal requirements, plus ensuring that local residents were consulted, allotment holders not affected and dog litter collected or no dogs present.

Action: Clerk

b) Report from Village Organisation Representatives.

Mendlesham Community Council: Mrs Triscott reported the following: Pamper evening had taken place appointing the May Princess and attendants.

Street Closure for the Street Fayre had been received.

Electrical works to the 50 50 shop had been identified.

Social Bar would be operating from the Hard Courts for the Stret Fayre

c) To note arrangements for Parish Meeting 25.4.17 and Street Fayre 1.5.17 -noted

d) Chairs report: nothing that was not covered as an agenda item.

e) Questions to the Chair : nothing asked.

7. Mendlesham Parish Council Financial matters:

a) To approve invoices for payment.

The following payments were unanimously approved.

Note 000599 destroyed and new cheque reissued 000609	72.28	Mendlesham Community Council re newsletter and NP info Chq payable to Mendlesham Newsletter
dd	5.49	Goggle monthly fee
000610	28.72	Environment Agency drainage charges
000611	12.00	S Jones reimbursement for photocopying
000612	30.00	Suffolk Preservation Society - charge for additional place at 9.5.17 Archaeology Day
000613	7.50	J Lawes Ltd- bin bags for street cleaner
000614	52.92	Post Office Ltd q4 paye
000615	14.00	keys for new pfield gate padlock
000616	83.36	S Jones March 17 expenses Page 1478

000617	322.86	K Hales Mar salary and hol pay
000618	1631.25	S Jones Mar salary and excess hours

It was unanimously agreed that in the absence of Cllrs Orton and Davey, Sharon Jones could sign the cheques with Cllr Exley confirming the details were correct. Cllr Nunn would be the other checker/ authorised signature.

b) To note Asset inspection 11.3.17 and agree actions.

Noted. Following actions agreed:

Cllrs Exley and Nunn to sort removal of compost heaps and bushwhacking of hedges for Mendlesham Green Meadow after the hay had been cut.

Clerk to instruct the mole catcher re Mendlesham Green Playingfield.

Cllr Nunn to look at the bus shelter, Mendlesham re required works.

Cllr Nunn to consider how to improve the football area at Mendlesham Green.

Telephone Box working party to reconvene summer.

Requirement for a new pole for Beacon noted.

c) To note audit arrangements for year ending 31.3.17. Noted

d) To agree grant request from St Marys Church. Not received.

e) Any other financial matters : none

8. To review Disciplinary Policy: A proposal had been previously circulated and was unanimously agreed.

9. Mendlesham's Woodland

a) To agree proposal for a toilet: Mendlesham Community Council had put this proposal forward. Costs, design, need and requirements to maintain were discussed. It was left that the Community Council would undertake further research and return with a proposal as necessary.

b) To agree request from Mendlesham Primary to use the woodland for a Forest School including a fire pit. Use of the woodland by the school had previously been agreed and was confirmed. It was unanimously agreed a fire pit with the burning to be above ground on a platform was acceptable, subject to agreed location. **Action: Cllr Exley** to speak to the Woodland Officer and then discuss further with the Headteacher.

10. 50: 50 shop:

a) To note position regarding health and safety requirements and to agree further actions.

PAT Testing was in the process of being undertaken.

There was no running water via a tap so Water Hygiene tests not required.

Community Council would provide hand sanitiser for toilet use.

Fire extinguisher already tested annually.

There was a need to upgrade the electrical systems for the whole building and a quote for the works was confirmed.

11. Any other business: none

Meeting closed at 9.15 pm.

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