

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 4th July 2018 at 7.30pm.

1. Present: Cllrs M Exley (Chairperson), A Davey, N Fletcher, D Foster, N Foster, H Orton, E Ward, M Watson, S Jones (Clerk) and 5 members of the public.

Apologies: Cllrs S Webb, D Nunn and SCC/D.Cllr Stringer.

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. Cllrs D & N Norman reported they may declare an interest in the 50 50 shop as they are neighbours, depending on how the agenda item proceeded. Cllr Davey reported that he was a member of Mendlesham Community Council and Cllr Exley declared he was a volunteer for Mendlesham Community Council for the 50 50 shop agenda item.

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

A member of the public arrived.

3. To approve the draft minutes of the Ordinary meeting 6.6.18 as a true and accurate record of that meeting:

After amending the page numbers to include 1577a and 1577b, pages 1576- 1582 were unanimously approved, signed and dated by the Chairperson.

4. SCC/MSDC Cllr Stinger: Councillor Stringer's report was read out for the benefit of the public and is appended to these minutes.

Police report: The Stowmarket Safer Neighbourhood Team July newsletters was read out for the benefit of the public.

Public Forum: nothing raised.

5. Grasscutting:

a) To review Suffolk County Council grass cutting schedule: It was agreed there were discrepancies with the documentation and local knowledge regarding what was being cut and by whom. **Action: Clerk** to request a meeting with the Rights of Way Officer. Cllrs Exley, Ward and N Foster and Terry Moore would like to attend if possible, plus maybe Cllr Stringer.

b) To also note parish council owned land grass cutting requirements including any other amenity areas in need of improvement. It was noted Mendlesham Woodland, Mendlesham Green " green " allotment area, Mendlesham Green Playingfields, the path from Mendlesham Fish & Chip shop to Mayfair Way and rights of way around Mendlesham Green had either been complaints, were likely to require additional resource in the future.

A member of the public volunteered to cut the Mendlesham Green paths if a community based project could be initiated.

c) To consider any proposed changes to the SCC schedule, noting recent complaints regarding ease of use for some routes, particularly around Mendlesham Green and/or any community-based options? Not discussed pending the meeting with the Rights of Way Officer.

6. Planning

a) Applications:

DC/18/02684 Land and buildings at Buces Farm, Mendlesham-

Planning application change of use of existing storage building (B8 Limiting the use to storage, handling and bagging of tea) to (B8 storage and distribution) and erection of extension. Erection of an office building (B1 use class). External works including parking area and driveway and other hardstanding areas.

The meeting was opened to allow members of the public to participate. This application by a local business which was relocating was unanimously supported but with a concern about HGV movements, either with another user of the land or in the future to avoid a similar situation as that recently experienced in Wetheringsett. A neighbouring resident, whilst supportive of the current applicant, reported he would also be woken up if HGVS had to wait for a new of driving hours to happen, outside the application hours of opening. **Action: Clerk** to advise MSDC accordingly for their consideration.

b) Results:

DC/18/00633 Latin Hall Brockford Road Mendlesham Application under Section 73 of the Town and Country Planning Act- Erection of 2 no dwellings including associated works without compliance with Condition 8 (Surface Water Discharge Prevention) and Condition 7 (Landscaping) of planning permission 3084/16. Grant.

DC/17/02766 Green Farm Lodge, Mendlesham Green: Planning application - Cessation of existing holiday let and creation of 1no new one bedroom dwellinghouse. Grant

DC/18/01845 Calves Pightle, Chapel Road, Mendlesham:

Application for Listed Building Consent -replacement of two windows. Grant.

c) Stowupland Neighbourhood Development Plan consultation: to agree a response. Supporting response agreed. **Action: Clerk**

d) Babergh & Mid Suffolk Statement of Community Involvement Consultation : Supporting response agreed. **Action: Clerk**

e) Mendlesham Revised Neighbourhood Plan:

- i) Report: Ann Skippers had confirmed she would undertake the Health Check in the middle of August.
- ii) To note grant application and confirmation of £3903 from the government Neighbourhood Planning Programme. Noted.
- iii) To accept the terms and conditions of the £3903 grant (£2625 Health Check, £78 Room hire, £200 flyers, posters for referendum). Unanimously confirmed.

f) Housing Survey report: Noted.

g) Community Led Housing: Cllr Exley briefly reported Terry Moore, the Clerk and himself had attended a presentation that morning. Whilst information about Community Land Trusts was limited, contact details for East Bergholt and the MSDC Consultant taking forward CLT's plus agreement to meet had been obtained and would now be taken forward.

h) 50 50 Shop building: Further to the Parish Council reporting the apparent lack of current planning permission to Mid Suffolk District Council FS- Case-79317972, it was noted that the Planning Enforcement team intended to take no further action and the Planning team could not see any benefits to the Parish Council in applying for a Certificate of Lawfulness which would also mean payment of a fee. It was unanimously agreed to take no further action.

3 members of the public left.

Action Clerk to advise Mendlesham Community Council and Mendlesham Football Club.

i) Correspondence: nothing

j) Any other planning matters: It was noted an application had been received for Cay Hill and an extension requested.

7. Reports

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

Financial:

All papers sent off to External Auditor in time. £94.60 Wayleave received.

Playingfields:

Woodland lawn mower -now repaired.

Mendlesham Green telephone Box:

Defibrillator now live with NHS. Have had conversations with CHT about suitability for children and need for child defibrillator pads. Note a child is between age 1-8 depending on size. It appears machine does not have adult/pediatric switch (as with Mendlesham one), but this can cause problems if the switch is not returned to an adult position. CHT do not consider or advise pediatric pads, NHS will know type of machine which we have and will give advice as appropriate during 999 call. Page 1585

We have been supplied with some fobs to attach to the machine advising to use adult pads for children if required (this also matched advice with NHS defibrillator in Mendlesham).Signed CHT agreement received.

50 50 shop:

Asbestos plan: reviewed June 18 by Cllr Exley as agreed, circulated to all Parish Councillors, Mendlesham Community Council and Mendlesham Football Club. Position re use of drama room and by whom being reviewed by Cllr Exley. Signage on exterior and interior of building.

Licence over Mendlesham Parish Owned Land at Mendlesham

Green:

Sale now going ahead. Current resident comment re amount of our solicitors quoted fees. Question over if we need any more repairs to track? (*Clerks note: track considered in good order with no further action currently required, question re fees to be asked of Parish Council Solicitor*).

Jubilee Gardens flower bed: Previous volunteers resigned, new volunteer found,subject to removal of lumps and compost added to improve soil.

Dog fouling signs: Two in place at Mendlesham Green Playingfields, one on path from Station Fields to Woodland.

Correspondence:

Email received from Mendlesham Community Council further to recent correspondence- circulated.

Suffolk Constabulary: letter circulated to all regarding funded PCSOs. Resident calls re use of meadow along Brockford Road- confirmed MSDC fully aware and dealing. Also request to reduce speed limit. (*Clerks note: Cllr Stringer had passed on the speed request to the planning officers, it was agreed no further action was required*).

Request for resident to cut hedge at Mendlesham Green meadow -confirmed subject to removal of clippings from site.

Delegated Decisions by Clerk : Instructed annual Rospa inspections for both playingfields.

b) Village organisations report: nothing to report

c) Chairs report: : nothing to report

d) Questions to the Chair: nothing asked.

7. Mendlesham Parish Council Financial matters

a) To agree invoices for payment

The following invoices were unanimously approved for payment.

DD	1192.27	PWLB 6 monthly loan repayment
000756	30.90	S Jones reimbursement Abestos signs
000757	142.80	Rialtas Business Solutions Ltd -annual fee accountancy package & support
DD	5.50	Google -monthly fee
000758	1430.21	HM Customs & Excise 1st quarter PAYE
000759	169.10	June Street Cleaning
000760	767.81	June administration
DD	33.83	NEST monthly pension

b) To review bank reconciliation and management reports as at 31st May 2018. Noted. No actions required.

c) Any other financial matters. None

9. Playingfield matters:

Mendlesham:

a) To note and confirm proposed actions further to meeting with MSDC regarding new project. Unanimously agreed.

b) To note damage to Memorial gates wall and agree further action.**Action: Cllr Exley** to inspect, decide further action and obtain quotes for work as required.

c) To agree request for Circus visit. Unanimously declined.

d) Any other matters: none

2 members of the public left.

10. GDPR:

a) Report:

Agreed policies and insurance documents forwarded to Data Protection Officer -confirmation all in order.

CIO advised of name of Data Protection Officer.

New Volunteer list completed - currently 53 persons including Emergency Planning officers and Parish Councillors.

Risk assessment to be completed -agenda item. War Memorial, E News and Allotment details still requiring attention.

b) To confirm risk assessment to be forwarded to Data Protection Officer.
Unanimously agreed and signed by the Chairperson.

11. Noticeboard:

a) Working party detailed proposal regarding new noticeboard, to include budget and subject to permission from the land owner.

It was unanimously agreed to purchase the metal board proposed @ £640 (£350 grant obtained from Lovells), with no header board and no locks on the doors. **Action Clerk** to seek permission of landowner thought to be Mid Suffolk District Council.

9.30pm An extension to standing orders to 10pm was unanimously agreed

A member of the public left.

12. To confirm areas of land which require further ownership information. Areas requiring further research were agreed. **Action: Clerk** to liaise according with Mid Suffolk District Council.

13. Any other business: nothing

Meeting closed at 9.45pm

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