

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 5th December 2018 at 7.30pm.

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

Apologies: Cllrs D Nunn, H Orton, E Ward and Stowmarket Safer Neighbourhood Team Police. It was noted Cllr Davey may be late. The Chairperson welcomed everyone to the meeting. 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.

Cllr Watson declared a non pecuniary interest in the agenda item regarding the HGV plan as her husband is a HGV driver.

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

3.To approve the draft minutes of the Ordinary meeting 7.11.18 as a true and accurate record of that meeting:

Pages 1612-1617 inclusive were unanimously approved, signed and dated by the Chairperson.

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

A question was asked about cuts to Health and Wellbeing. Cllr Stringer confirmed that the public health budget was ringfenced.

7.40pm Cllr Davey arrived.

Discussion included the proposed SCC funding cuts to Citizens Advice.

Police report: No new reports were available.

Public Forum: No questions asked.

5. Report Mendlesham's Revised Neighbourhood Plan :

AECOM visited 20.11.18, visited land bid sites. Should have their draft report before 11.1.19. It was noted Mid Suffolk District Council had supplied further information regarding site assessment.

6.Traffic and HGV plan

a) Review the existing HGV arrangement and agree any actions.

The current Suffolk Council route map for HGV's and the ongoing review of HGV restrictions for Saxham Street was noted. It was agreed a review of existing and potential arrangements was required. Cllr Stringer agreed to arrange a traffic survey for Mendlesham village and the Mendlesham Road at Mendlesham Green, early spring so that actual numbers of HGV's could be identified.

b) Any other traffic actions required? None at present.

7. Mendlesham Parish Infrastructure Investment Plan (PIIPS)

a) To commence draft plan

A report provided by the Clerk was noted. It was unanimously agreed to commence a draft plan, initially, via the Neighbourhood Plan advisory committee.

Cllr Stringer and the member of the public left.

8. Mendlesham's Woodland and grasscutting

a) To review Woodland volunteer work including grasscutting/footpath clearing. It was noted use of a power scythe would be helpful in the Woodland. Volunteer work was not discussed as the Woodland Officer was not present.

b) To consider purchase of a power scythe for woodland and rights of ways. **Action: Cllr Exley** to provide a quote and specification of a potential power scythe for the next meeting. It was agreed funding would need to be obtained, other than via the budget.

c) Any other woodland/grasscutting matters It was noted the Woodland officer had obtained 250 trees either for the woodland or parish.

Action: Clerk an agenda item for the next meeting to discuss possible locations other than the woodland. The trees obtained were too small for the Remembrance trees at Mendlesham Playingfields, but Cllr Stringer would obtain these.

9. Planning

a) Applications:

DC/18/05184 32 Old Market Street, Mendlesham: Erection of a shed at rear of garden. It was unanimously agreed to support this application.

DC/18/04735 Sunnyside, 6 Front Street, Mendlesham: Application for listed building consent- replacement of front door. It was unanimously agreed to support this application.

b) Results:

DC/18/04336 Mendlesham Manor, Brockford Road, Mendlesham full planning application -sub division of plot and change of use of existing stables and store to residential use and creation of new access. Grant

DC/18/04456 Land North West of Mason Court (and South of Mendlesham Health Surgery) Chapel Road Mendlesham- discharge of conditions application for 4242/16 – Condition 15 (Ecological Mitigation).

c) Correspondence:

Letter received re Green Space on behalf of the Tinkler's Meadow Campaign Group. **Action: Clerk** to write a letter of support and include Mendlesham experience of green space as part of the Mendlesham Neighbourhood Plan.

d) Any other planning matters : A request had been received from a developer representative about land to the south of Chapel Road, requesting a meeting. It was agreed a meeting would take place with Cllr Exley, Cllr Stringer, Terry Moore and the Parish Clerk representing the Parish.

10. Reports

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

Mendlesham Green Playingfields:

Asked MSDC to make good damage to playingfield further to works to houses following fire, now new play equipment installed.

Mendlesham Trustees still considering Parish Council offer re land.

Defibrillators: Mendlesham on line monitoring system now set up.

Scout Hut: Meeting 22 November, Cllr Orton, Clerk and Scout representatives. Information and advice provided, now waiting for Scouts to agree way forward.

Footpath behind Glebe Way : meeting Rights of Way Officer, resident and Clerk 12.12.18.

Remembrance events:

Lots of positive communication, including a new US veteran.

Lighting of Beacon event raised £124.15 in collection.

Neighbourhood Plan: Cambridge University researcher to interview 13.12.18 re NP and how it has benefited elderly.

Correspondence:

CAB notification re Suffolk County Council grant funding withdrawn.

Delegated Decisions by Clerk : none

b) Village Organisations report:

Community Council reports had been previously circulated. It was noted, with thanks, that a grant of £2,000 had been approved for Mendlesham Community Centre. **Action: Clerk** to send letter of thanks

c) Report on Community Land Trust meeting. A meeting had taken place 4th December with Cllr Exley, Cllr Orton, Terry Moore, the Clerk, Debbie Wildridge Community Housing Manager and Elisabeth Ling (MSDC Housing Enabler). A full report and proposal would be an agenda item for the January meeting. **Action: Clerk**

d) Election:

Election 2.5.18. Change over Cllrs 7.5.18. Eight required to stand for Power of Competency eligibility, ideally eleven (number of seats) or more would stand (election and mandate). Discussion included communication to encourage/advise those interested in standing? To include newsletter, E News communications plus a flyer for new houses? Possibility of a meeting for any interested?

e) Chairs report : nothing reported that is not an agenda item.

f) Questions to the Chair : none.

11. Mendlesham Parish Council Financial matters

a) To agree invoices for payment.

The following invoices were unanimously approved for payment.

000790	2.00	Mendlesham Town Estate Annual rent for Mendlesham Green playingfield
DD	5.50	Google monthly fee
000791	44.30	S Jones reimbursement stationary printer cartridge
000792	384.00	S Jones reimbursement MG telephone window parts
000793	26641.20	Playquip Leisure new playequipment at Mendlesham Green
000794	106.47	Business Services at CAS Ltd, insurance for new playequipment, rest of term.
000795	156.00	The Society of Local Council Clerks -annual membership for clerk.
000796	1660.00	ARC Tree Surgery Ltd - installation of Scout hut land fencing £1400 plus new post £260 (to be reimbursed by UKPN).
DD	33.83	NEST monthly payment
000797	169.10	November Street Cleaning
000798	767.81	November administration
DD	5.50	Google monthly fee

DD	1129.27	UK Debt Management office, Public Works Loan street lighting loan repayment
000799	35.05	J Lawes Ltd silicone (MG Telephone box) and bin bags (Street Cleaner)
000800	202.40	The Association of Grace Baptist Churches East Anglia Ltd re Mendlesham Green Burial Ground grasscutting (see agenda item 11e)
000801	1750.00	PCC of St Marys Church Mendlesham part payment grant for tree cutting (Power of competency) (see agenda item 11d)
000802	122.85	NFU Mutual woodland tractor annual insurance

b) To consider bank reconciliation report and management report as at 30.11.18. Noted with no questions asked. Bank statements checked to bank reconciliation report by Cllr Webb.

c) To continue budget process for Mendlesham Parish Council for the year ending 31.3.20

Cllrs noted the information previously circulated and completed by the Clerk as at 30.11.18, including the information provided by Mid Suffolk District Council regarding changes to the Mendlesham tax base.

After discussion, including noting a proposed shortfall of some £4,000 with the 2018/19 precept figure, excluding any financial support for the Neighbourhood Plan work or Mendlesham Community Centre, it was agreed Councillors considered it important to budget to support the community, particularly with other services being reduced. Therefore if required a Precept increase in excess of 1.99% would be considered.

Action: Clerk to provide a further revised budget proposal for the January meeting.

Action: Clerk to provide Cllrs with details of the Playingfield and Amenities expenditure budget.

d) To consider tree cutting grant interim payment request from St Mary's PCC.

An interim grant payment of £1750 was agreed, cheque 000801, Power of Competency.

e) To consider Mendlesham Green Burial Ground grasscutting grant request.

A grant of £202.40, cheque 000800, Power of Competency was agreed.

f) Any other financial matters: none

12. Playingfields:

a) To note ROSAP reports and any actions required.

Inspection reports as at 21.10.18 for Mendlesham and Mendlesham Green playingfields were noted and discussed.

Agreed actions:

Mendlesham Green:

Picnic table: the missing plank had already been noted and replacement arrangements were in place. **Action: Cllr Ward**

Stepping stones: the rot for some had already been noted and removal of all agreed. **Action: Cllr Nunn**

Swings: the play company installing new equipment had tightened up the fixings whilst on site.

There was a need to wash and consider repainting parts of the equipment and it was thought this could be done at a working party. **Action: Cllr**

Orton

Notices: to be reviewed. **Action: Clerk**

Mendlesham:

Electric meters: to be padlocked. **Action Clerk and Cllr Exley.**

Hard Courts: to be replaced. No further action at present.

Notices: **to** be reviewed. **Action: Clerk**

Dogs: reminder not permitted, to be reported via the Parish Newsletter.

Action: Clerk

b) Any other playingfield matters: none

13. Web site: to consider an encrypted connection @ £10 pa.

Unanimously agreed. **Action: Cllr Davey.**

14. Licence over path at Mill Terrace:

A draft licence had been received by Parish Council solicitors that afternoon. Details were the same as the licence issued to the existing owners of 2 Mill Terrace, with an amendment covering use of the track by the new owners of 2 Mill Terrace for residential purposes only ie not business.

A resolution for Cllrs Exley and Davey to sign the licence on behalf of Mendlesham Parish Council was unanimously agreed and the licence duly signed. This was witnessed by the Parish Clerk (standing orders requirement) and all Councillors present at the meeting.

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

Nothing mentioned.