

## **Mendlesham Parish Council**

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 3rd October 2018 at 7.30pm.

**1.Present:**Cllrs M Exley ( Chairperson), A Davey, N Fletcher, D Nunn, E Ward, M Watson, S Webb, S Jones (Clerk), SCC/D.Cllr Stringer and 6 members of the public.

**Apologies:** Cllrs D Foster and N Foster. Cllr Orton had advised she may be late.

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.**

The Clerk declared a non pecuniary interest in the agenda item regarding Remembrance events as she was Chair of Governors for Mendlesham Primary School.

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

### **3.To approve the draft minutes of the Ordinary meeting 5.9.18as a true and accurate record of that meeting:**

Pages 1598-1604 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 road side cutting.

**Police report:** No new report available.

**Public Forum:** A question was asked about speeding along the Brockford Road, advised 80mph within the 30mph zone. The Chair advised of the Speed monitoring project and requirements regarding positioning of the device. The Clerk reported speed monitoring had been seen in the area in the past few weeks. Residents were reminded to report concerns via 101. 7.45pm Cllr Orton arrived.

### **5. Planning**

#### **a) Applications:**

**DC/18/03956 Land on Brockford Road, Mendlesham:** Planning application. Change of use of agricultural land to breeding kennels and stationing of a domestic mobile home including a new vehicular access to the highway.

After discussion, it was unanimously agreed to recommend refusal of this application for the following reasons:

-The location is situated in open countryside outside the settlement boundaries.

-The location is within the flood plain of the river Dove and regularly floods. There was also concern there could be dirty water from the business.

- The location is not suitable for either residential or business use.
- The noise from the business would detrimentally affect the amenity of local neighbours.
- The highway is 60 mph with no footpaths with concern for the additional unauthorised accesses recently created and unsuitability of the narrow road for further traffic.
- Consultee comments regarding the standing required for mobile homes was noted.
- Consultee comments regarding the fire hydrant requirements was noted.

**C/18/03957 Land on Brockford Road, Mendlesham:** Planning application. Change of use of agricultural land to site a domestic mobile home including a new vehicular access to the highway.  
It was unanimously agreed to recommend refusal for this application with the same reasons, except the comments relating to the business, as C/18/03956.

**DC/18/04217 Ropers Farm Barn, Church Road, Mendlesham:** Tree in a Conservation Area notification. 30% reduction to tall ash tree overhanging property and main road.  
Unanimously agreed to recommend approval.

**DC/18/04158 16 Old Market Street, Mendlesham:** Notification of works to trees in a Conservation Area- (T1) Fell 1 no small conifer, (T2) Hawthorn Crown reduce and re-shape .  
Unanimously agreed to recommend approval.

**DC/18/04322 1 Water Run Cottage, Hobbies Lane, Mendlesham:** Full planning application -siting of mobile home (retention of).  
SCC/D.Cllr Stringer declared an interest as he was the applicant acting on behalf of the resident.  
Unanimously agreed to recommend approval but with permission to be limited to the person currently living in the mobile home.

**b) Results:**

**DC/18/03697 Land adjacent to Willow House, Mill Road, Mendlesham :** Non Material Amendment for application DC/17/05716-  
Omit corner window to breakfast room on east and west elevations, second corner window to breakfast room south elevation and enlarge centre three light windows to breakfast room to 3M with 5 lights on south elevation. Approved.

**DC/18.00738 50 Old Market Street, Mendlesham.** Application for Listed Building Consent – removal of cement render, expanded metal and waterproof membrane to be refinished in lime over wood wool boarding to west side of door in front (south)elevation. Repairs to door and frame, Door step to be rebuilt, Re-opening of window aperture in gable end to provide four pane window.

Replacement on a like for like basis of damaged barge and eaves boards throughout. Grant.

**c) Correspondence:** nothing

**d) Any other planning matters:** nothing.

## **6. Reports**

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

### **Financial:**

Notification of 2nd half of precept £17 848.50 received.

Vat claim £ 877.10 1.3.18-31.7.18 has been credited to bank account.

**Speed monitoring device** International payment for £2377.65 ( £ equiv) plus fee £15 re speed monitoring equipment has left our bank account ( exchange rate for euros 1.0992).

### **New Noticeboard:**

Quotes and possible designs obtained. Waiting for working party to advise decision. If metal board, needs to be kept locked with designated person to be " post box" and key holder.

### **Path along St Joseph's:**

New complaint received re uncut grass/weeds. Contacted Metfield Estates- someone taking forward this week.

### **Mendlesham Playingfields:**

Damage to litter bin post.

Further damage to Mendlesham Memorial gates wall. Advised members of public we will not repair until new works to Playing field completed.

Thank you from local resident for cutting hedge.

Update from MSDC re S106 monies and particularly if they can be used for project manager. They are currently seeking legal advice. Mr Woodley arranging site visit from play companies as per last meeting with MSDC.

### **Mendlesham Green Playingfields:**

On going discussions with MSDC re fire damage to neighbouring properties and works to commence 1.10.18 using playingfield access.

Representatives have spoken to local neighbours and we have up to date photos showing condition of ground before works commence.

New Play equipment: advised company have been delayed on another project. Have asked and they have advised they will to their best to install before October Half Term.

Cllrs Exley, Nunn and Parish Clerk to attend meeting with Trustees  
10.10.18

### **Correspondence:**

Brockford Road: Correspondance with local resident re speeding, lack of pavement etc.

Information from SCC Highways reporting they are no longer supplying grit heaps and providing info re supply of new grit bins. Page 1607

Mendlesham Community Council advise they are considering improvements to the 50 50 shop. It was agreed Cllr Exley, Cllr Orton and Parish Clerk would meet with them once a proposal is forthcoming.  
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**Delegated Decisions by Clerk :** Confirmation of new small hall new doors price@ £4043 rather than £ 4005 as agreed.

8.05pm Cllr Stringer and 2 members of the public left.

**b) Village Organisations report :**

A Mendlesham Community Council report had been previously circulated to all Parish Councillors.

**c) Mendlesham's Revised Neighbourhood Plan**

Application made to Locality for another grant ( technical support) Verbal conversations, Locality/SJ and AECOM/TM indicating support. AECOM to provide report to Locality ( and HCLG) for sign off and to proceed. If agreed work could take 2-3 months. Note financial grant for Health Check/ publication of revised NP needs spending before 31.3.19 or has to be sent back.

**d)Chairs report:** Nothing to report that is not an agenda item.

**e) Questions to the Chair:** no questions asked.

**7. Mendlesham Parish Council Financial matters**

a) To agree invoices for payment

The following invoices were unanimously approved for payment.

000775	360.00	PFK Littlejohn ye 31.3.18 External audit fee
000776	38.98	J Michell reimbursement for fuel for woodland work
000777	19.00	Mendlesham Community Centre hire fee
DD	5.50	Google monthly fee
DD	33.83	NEST monthly contribution
000778	767.81	September administration
000779	169.10	September Street cleaning
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000780	182.51	S Jones expenses April- Sept 2018 excluding telephone costs
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The purchase of the Speed monitoring equipment via an international payment was also noted at £2392.65 including tax, delivery and bank fee £15.

b) To review management information and position at the bank to 30<sup>th</sup> September 2018.

Noted with no items of concern. Cllr Exley checked the bank reconciliation information to balances as per the bank statements.

c) To note receipt of external auditors report for the year ending 31.3.18 and confirm any actions as required. The external auditors report had been circulated to all Parish Councillors. It was also noted all statutory requirements, including Notice of Conclusion was on the Parish Noticeboards and the Mendlesham web site. No areas of concern had been raised by the External auditors, PKF Littlejohn. It was agreed no further actions were required.

d) To commence budget process for Mendlesham Parish Council for the year ending 31.3.20.

The clerk had prepared and previously circulated initial budget information, including the actual position to 30.9.18, forecast to 31.3.19 and forecast requirements for the year ending 31.3.20. It was noted that the forecast figures for the next financial year would become more clearer and more accurate towards the later part of the current financial year. The forecast currently included an amount to complete the revised Neighbourhood Plan in case the current grant monies obtained had to be returned before 31.3.19 but nothing for Mendlesham Community Centre which would need further consideration. It was noted any other new areas of expenditure/projects needed consideration before the budget was agreed January 2019.

e) Any other financial matters. Nothing to report

**8. To approve amendment to general standing orders with effect from 4.10.18 further to NALC model amendments LO9-18-2018**

Unanimously approved.

**9. To approve revised Safeguarding policy.**

Unanimously approved.

**10. To confirm permanent continuation of the Mendlesham Green "green" area to encourage wildflowers**

as existing arrangements ie closed for community use between March- July with a track providing access from the gate to the allotment areas to be maintained. Page 1609

Unanimously approved.

### **11. Rights of way:**

a) Report on meeting with SCC ROW officer and actions to date.

Noted and confirmed.

b) To note correspondence from Mendlesham Walking Group and agree further actions.

Correspondance had been received from the Mendlesham Walking Group requesting a closer working relationship with the Parish Council. The report on the meeting with the SCC ROW officer had been shared with the Walking Group.

The leader of the group was present at the meeting, reported on past and future activities and asked how the Parish Council could support/become more involved with the walking group. It was agreed Cllr Exley would attend the Walking Group meeting on 3rd November.

**Action: Clerk** to provide the SCC grasscutting map for 2018.

c) Volunteer working party -October Half term no updates to report.

d) Hobbies Lane. Mendlesham – to discuss maintenance works.

The possibility of local repairs to Hobbies Lane was discussed with the Walking Group to consider further and report back to the Parish Council.

e) Any other matters. Nothing.

### **12.Remembrance events 11.11.18**

a) Battles over event – lighting of the Beacon – nothing to update.

b) Memorial tree(s): to note response from Mendlesham Primary School and agree way forward. A letter had been received from the school indicating concerns about planting 25 Oak trees along the boundary with Station Fields, including insufficient space for mature trees. Permission for the Suffolk County Council owned land would need to come from Suffolk County Council via the John Milton Academy Trust and the school was unable to support this request.

It was agreed to plant the trees within the hedge bordering the Mendlesham Parish Council owned part of the playingfields and adjacent arable land and if possible involve the school children. As part of the recent sale of the land there was currently a Land Registry restriction on the height of the hedge. However the previous owner had agreed that the trees could be planted and he would make the arrangements to remove the Land Registry restriction. **Action: Clerk**

The clerk reminded Council that the land was a designated QE11 playing field and any material/significant changes to the area would require permission from Fields in Trust. After consideration, it was unanimously agreed as the trees would be planted within the existing hedge and could be pollarded if required, this project would improve the landscaping of the site and boundary hedge, with no detrimental consequences on use as playingfields so there was no requirement to seek further permissions.

c) Other matters: It was noted wreaths were ordered with Cllr Exley to lay the wreath on behalf of the Parish.

**13. Mendlesham Health Centre:** To discuss additional signage.

Two residents had contacted the Parish Council repeating earlier concerns about Ambulances and delivery vehicles finding the Health Centre difficult to find. The Health Centre had been contacted and had reported that they had had no reports of this nature from either Ambulance or delivery drivers. It was noted that the post code for the Health Centre directed Sat Nav users to the Fish & Chip shop.

Mid Suffolk District Council had confirmed that they were unable to help with this matter and suggested contacting Suffolk County Council Highways, which had been initiated, but with no response to date.

It was agreed to continue to monitor the situation with no actions required at present.

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

Nothing raised.

Meeting closed at 9.10pm

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