

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 7th August 2019 at 7.30pm .

1.Present: Cllrs M Exley (Chairperson),D Foster, N Foster, B Gardiner, H Orton,E Ward, S Webb, S Jones (Clerk) and four members of the public.

Apologies: Cllrs A Davey and D Nunn.

The Mendlesham Parish Council filming statement was read out.

2. To co opt a Parish Councillor.

A letter of application had been received by Sandie Judd.

Sandie was unanimously co opted and welcomed. Sandie signed the Office of Acceptance document, duly witnessed by the Parish Clerk.

3. 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.

4. To approve the draft minutes of the following meeting as a true and accurate record of that meeting:

a) Ordinary Parish Council meeting 3.7.19. Pages 1673-1680 inclusive were unanimously agreed as a true and accurate representation of the Ordinary Parish Council meeting held on the 3.7.19 and were duly signed and dated by the Chairperson.

5.

Police report: no reports had been received since the last meeting.

SCC/MSDC Cllr Stringer: It was agreed to wait for Cllr Stringer before this agenda item was considered.

Public Forum: nothing raised.

6. Planning

a) Applications:

DC /19/03150 Pear Tree Cottages, 66 Front Street, Mendlesham. Householder Planning Application -Erection of a brick wall (retention of). Unanimously recommended for approval with the comment that the telegraph post was now within the wall boundary where previously it had been outside the property boundary. Council were unsure if this was a planning consideration, but thought it should be reported as part of this consultation as they had concerns about access to the pole and its associated services.

7.35pm SCC/MSDC Cllr Stringer arrived.

Page 1681

DC /19/01042 Pear Tree Cottages, 66 Front Street, Mendlesham. Householder Planning Application -Erection of outbuilding; Erection of side and first floor extensions to garage. After discussion this application was recommended for refusal, with 5 votes for, 2 against, motion passed.

It was considered that whilst the proposed sun lounge was acceptable, the proposed height of the garage was too high for a property located in a visible location within the Mendlesham Conservation Area and very close to Grade 2 Listed buildings. It would create a dominant/overbearing dwelling within the street scene. Neighbour amenity would also be detrimentally affected by the proposed height of the garage. The application was not in accordance with the adopted Mendlesham Neighbourhood Plan policy MP5 .

b) Results:

DC/19/02615 White Oak Farm Norwich Road, Mendlesham Householder Planning Application: Erection of a single storey front extension and replacement of existing flat roof with pitched roof; Addition of horizontal cladding and render over existing stone cladding. Grant.

DC/19/02287 White Oak Farm Norwich Road, Mendlesham Planning Application-erection if agricultural storage building. Grant

DC/19/01690 White Oak Farm, Norwich Road, Mendlesham Planning Application- Mixed use of land for the keeping of horses and the agricultural production of hay, erection of stable block comprising 8no stables with associated tack and feed rooms, creation of equestrian arena, lunge ring, muck clamp and grass bund. Grant

DC/19/02848 The Stackyard Nursery, Old Station Road, Mendlesham. Discharge of Conditions Application for DC/18/04362- Condition 3 (Materials) and Condition 7 (Landscaping scheme)

DC/19/02584 Land to the North West of Mason Court, Mendlesham. Discharge of Conditions Application for 4242/16 – Condition 5 (Archaeological Works), Condition 6 (Archaeological Works), Condition 20 (Contamination) and Condition 21 (Contamination Report)

DC/19/03240 Land to the North West of Mason Court, South of Chapel Road, Mendlesham. Discharge of Conditions Application for 4242/16 Condition 17 (Design Code Requirements)

DC/19/02973 Land East of the Laurels, Brockford Road, Mendlesham. Full Planning Application -change of use of land to enable standing of four static caravans on the land, with a maximum of three touring caravans. Refused.

c) Correspondence:

Enforcement notice issued by Mid Suffolk District Council 24.6.19 re land and premises Land south east off Brockford Road, Wetheringsett- cum-Brockford and parish of Mendlesham. Re

without planning permission, the material change of use from agricultural land to siting of residential caravans, touring caravans; formation of new vehicular accesses to the highway, laying of hardstanding; erection of gateway and fences; erection of wooden buildings including kennels and stable.

The Planning Inspectorate Appeal Decision for Land at Cay Hill, Mendlesham Green

Proposed erection of 2 detached dwellings- dismissed.

APP/W3520/W/19/3224996

d) Revised Neighbourhood Plan /Draft Local Plan

(i) To note Babergh and Mid Suffolk Joint Local Plan Consultation 22/7/19-30/9/19. Noted.

(ii) To note letter sent to MSDC regarding proposed settlement boundary for Mendlesham and Mendlesham Green plus land allocations for Mendlesham. Noted.

(iii) To receive reports of Neighbourhood Plan meeting re Local Plan 1.8.19 attended by Cllr Exley and Mr Moore. A report had been previously circulated and was noted accordingly.

(iv) To note Cllr Exley and Mr Moore to attend Parish Briefing re Local Plan 13.8.19. Noted.

(v) To note public drop in events re Local Plan. Noted.

(vi) To agree process for providing further consultation comments re Local Plan. It was agreed this work would be undertaken as part of the Revised Neighbourhood Advisory committee to prepare a proposal for the September Parish Council meeting.

(vii) To note Neighbourhood Plan Advisory meeting 17.7.19. Noted the meeting had taken place but draft minutes were not yet available.

(viii) To note Traffic report requirements. A draft report had been circulated and Parish Councillors were asked to provide feedback.

(ix) Any other matters: none

e) Draft Babergh and Mid Suffolk District Councils Housing Land Supply Position Statement Consultation July 2019: to provide comments before 16th August 2019. It was unanimously agreed to acknowledge the consultation with no further comment.

7.50pm Cllr Allen arrived.

f) Parish and Town Council Survey re planning: to note response by clerk.Noted.

g) To note Suffolk County Council green access consultation response by 20.9.19, will be an agenda item for the September meeting and working party meeting to occur August to discuss this and other Right of Way matters.Noted.

h) Any other planning matters: none

9.Reports

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

Financial:

Audit:

Contact by External Auditor querying end of public rights inspection period- confirmed 26th July as displayed on public notice boards and web site throughout inspection period.

Mendlesham CLT: Information meeting attended Cllr Exley and Clerk 18.7.19 re funding. Solicitors confirmed certified ID for Sharon Jones, now preparing paperwork. Debbie Wilding has advised she is moving jobs, but in discussion with MSDC and hopes to be able to support Mendlesham.

Resident complaint re weeds along highway and need to replace MSDC sign on grass area Horsefair Close and Ducksen Road. Weeds seem to be dying, so assume spray took place- effectiveness to be monitored. MSDC confirmation obtained replacement sign on order. Resident advised.

Permissive footpath to Woodland:

County committee 12th July agreed to proceed to permanent footpath status. Landowner now advising he is unable too. Hoping to take forward with new landowner.

50 50 shop:

Window vandalised and completely smashed over a couple of days. Reported under crime ref 37/45137/19. No information/witnesses for Police to consider. Request via Stowmarket Safer Neighbourhood Team/MSDC for regular patrols of area.

Window now boarded up.

Community Council advised accordingly. Have advised if further lighting is required they need to request permission. Also advised back room currently used by MADS - not to be extension of 50 50 shop activities. Required for storage of playingproject/community centre items/ community use not Community Council other than temporary, small quantities of bags of clothing waiting to be collected.

Playground Inspections: Confirmed to MSDC required for both playing fields for 2019.

Correspondence:

SALC review of governance arrangements and constitution ends 29th September 2019. *(Clerks note: Council confirmed they had no comments)*

Delegated Decisions by Clerk : Immediate work to board up 50 50 shop. Purchase of paint materials for shower redecoration (est no more £200) needed to be purchased and decorated by September.

Correspondence: nothing of significance that is not an agenda item or reported accordingly.

b) Village Organisations report: A report, previously circulated from Cllr Davey further to the last Community Council meeting was noted.

c) Path along Glebe Way to Old Station Road. It was agreed to try to cut this with Parish Council volunteers.

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

e) Questions to the Chair. No questions asked.

10. Mendlesham Parish Council Financial matters

It was unanimously agreed, in the absence of other authorised bank signatories at this meeting, that Sharon Jones could sign tonight's cheques and the requests for bank mandate changes, adding Cllr Allen, removing Mrs Watson.

a) To agree invoices for payment

The following invoices were unanimously agreed.

000877	£1517.82	Tomlinson Groundcare Ltd -powerscythe
000878	£19.00	Mendlesham Community Centre room hire
000879	£128.47	S Jones reimbursement printer ink
000880	£156.00	Mendlesham Educational Foundation room hire Jan- June 19
000881	£1249.11	Mid Suffolk District Council Parish Election 2.5.19
000882	£486.00	Mid Suffolk District Council litter and dog bin emptying 1.4.18-31.3.19
DD	£5.50	Google monthly fee
000883	£90.23	J Lawes Ltd, materials for 50/50 shop window, big bags, adhesive
000884	£261.60	Street cleaning July
000885	£1094.98	Administration July salary Page 1685

DD	£60.90	NEST monthly payment
DD	£22.36	WAVE playingfield water
000886	£60.23	J Downie reimbursement fuel grasscutting

b) To note bank reconciliation and management reports to

31.7.19. Noted with no further questions. Cllr Allen checked bank statements to the Bank reconciliation report.

c) Any other financial matters. Nothing

11. Playingfield matters:

Mendlesham New project: It was noted two separate tenders for this work, had been undertaken in accordance with standing orders. The tenders were advertised on the Public Works web site and companies were also contacted direct, either identified by ourselves or recommended by Tony Bass/Sarah Carter (MSDC).

The closing date for both tenders was 31st July 2019. The tender bids were opened that evening, in the presence of Parish Councillors, the Project Manager, the Parish Clerk and an independent member of the public, to confirm total amounts of bid and to ensure all information had been provided as requested.

A further meeting was held 5.8.19 attended by Parish Councillors, the Project Manager, the Parish Clerk and Sarah Carter (MSDC) to assess the bids received .A tender costs analysis and tender evaluation criteria document was completed. (*Clerks note as of 16.8.19 this information is commercially sensitive and not available to the public.*)

a) To note completion of tender process for Muga, lighting, fencing and associated works and appoint a preferred contractor.

The MUGA tender attracted 14 expressions of interest. MUGA bid applications were received from four companies. A preferred contractor, Sports Courts , was proposed but will not be appointed until funding has been approved and subject to satisfactory references.

b) To note completion of tender process for Wheel Sports Area and appoint a preferred contractor.

The WSA Tender attracted 5 expressions of interest.

WSA bid applications were received from three companies, one providing two options re design.

A preferred contractor, Gravity Parks, was proposed but will not be appointed until funding has been approved and subject to satisfactory references.

Both of these companies have undertaken similar works for MSDC. Sports Courts have also undertaken the MUGA for Mendham. However, more references for both companies, will be obtained before appointment.

- c) To appoint Parish Clerk to submit a grant application to Mid Suffolk District Council for 100% funding of projects a) and b). Unanimously confirmed.
- d) To note Project Manager and Parish Clerk will submit a planning application, as required regarding new lighting arrangements. Unanimously noted and confirmed.
- e) To agree plan for required demolition/removal of hedging, fencing and wall- associated costs to be paid from MPC EMR £10K for playingfield work. Three professional companies had been contacted for removal of hedging and tree quotes. Two had provided quotes, at similar costs. One contractor was unanimously agreed as the preferred contractor, to be financed from the Parish Council EarMarked Reserve for playingfield, but would not be appointed until funding for the entire project was approved.

Proposed volunteer works to remove the fencing and wall was discussed and whilst still to be finalised, approved in principle with any costs agreed to be financed from the Parish Council EarMarked Reserve for playingfield.

- f) Any other matters re new project. A question was asked about if this work would damage the drains- it was considered not.

Park Run:

- g) Report and proposal. Cllrs Foster reported that they hoped to bring this as an agenda item, but more work was required before being able to do so.

Boundary Agreement:

- h) To confirm payment of legal fees of £250, land registry fees x 2 @ £40 each, plus where payable vat for a boundary agreement regarding trees planted in boundary. Unanimously agreed.

i) **Any other playingfield matters.** It was agreed to appoint an electrician to install a strip light in the 50 50 shop further to the boarded up window .

SCC/MSDC Cllr Stringer: Please see Cllrs Stringers County report as appended to these minutes. A question was asked and answered about if the occupants of the Brockford site were liable to pay Council tax ie yes.

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

None

Meeting closed at 8.40pm

Page 1688