

Mendlesham Parish Council

An Ordinary Parish Council meeting was held via google meet video in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020, 3.4.20, Wednesday 13th January 2021 at 7.00pm.

1.Present: Cllrs A Davey (Chairperson), P Allen (from 7.01pm), M Exley,S Judd, D Foster, N Foster, B Gardiner, H Orton, E Ward, S Jones (Clerk), SCC/MSDC Cllr A Stringer, and three members of the public.

Apologies: Cllrs D Nunn and S Webb.

The Mendlesham Parish Council filming statement was read out.

Cllr Allen arrived.

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items.

Cllr E Ward and the Clerk declared a pecuniary interest in the agenda item regarding allotment rents as they are allotment holders.

Cllrs D and N Foster declared a non pecuniary interest regarding planning application DC/20/05832 Fleece Cottages, proposed tree works as some of the trees overhang over their property.

Cllr A Davey declared a non pecuniary interest regarding planning application DC/20/05945 3 Old Orchard, proposed tree works as he is a neighbour.

It was noted that the Clerk has no voting rights and the Cllrs involved would remain in the meeting, but take no part in discussions or decisions relating to these agenda items.

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

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

a) Ordinary Parish Council meeting 9.12.20. Pages 1816-1821 inclusive were unanimously agreed as an accurate record of that meeting. It was agreed they would be signed and dated by the Chairperson at the earliest opportunity.

4. Police report: nothing received.

SCC Cllr/ DCllr Stringer reports :Written reports had been received but it was decided to wait to see if Cllr Stringer joined the meeting.

Public Forum: Members of the public were present. The Chairperson provided the opportunity for any questions or comments, but no one spoke or raised a matter and no written questions had been received.

5.Planning

a) Applications:

DC/20/05643 Barn 4 Ashes Farm, Oak Farm Land, Mendlesham

Application for prior approval of a proposed: Change of Use of Agricultural Building to 1no. Dwelling House (Class 3) and for building operations reasonably necessary for the conversion. The Town and Country Planning.(General Permitted Development) (England) Order 2015 (as amended)- Schedule 2, Part 3, Class Q

It was unanimously agreed that there were no objections or local information to provide which could help professional planners decide if this application should proceed as a Class Q application.

DC/20/05630 Hill House, Norwich Road, Wetheringsett Cum

Brockford. Application for Outline Planning Permission (some matters reserved, access to be considered). Town and Country Planning Act 1990- Erection of 2no dwellings.

7.10pm SCC/MSDC Cllr Stringer arrived.

A member of the public was invited to speak. They had previously forwarded detailed concerns which had been circulated to all Parish Councillors. Concerns included planning creep, access and safety of A140, location of this application particularly as outside the development boundary and no access to services at Mendlesham or anywhere else without a car.

Cllrs endorsed these concerns about the A140 safety, total reliance on a car to access any services, plus overdevelopment of this location to create a mini housing development as totally inappropriate.

It was proposed, seconded and unanimously agreed to recommend refusal of this application due to A140 access and development creep concerns.

DC/20/05688 Green Farm, Mendlesham Green Full Application-

change of use of land and siting 4 no Glamping Pods and provision of parking.

It was unanimously agreed to recommend approval of this application, with a limit on the number of Glamping Pods (4) without further planning permission.

DC/20/05818 Boundary Farm Cotton Road Mendlesham. Full Planning Application. Conversion of and extension to dairy building to form annexed accommodation ancillary to host dwelling (resubmission of withdrawn application DC/20/01550)

Unanimously agreed to recommend approval of this application.

DC/20/05819 Boundary Farm Cotton Road Mendlesham. Application for Listed Building Consent- Works to facilitate conversion and extension to dairy building to form annexed accommodation ancillary to host dwelling (resubmission of withdrawn application DC/20/01551).

Unanimously agreed to recommend approval of this application subject to Listed Building Officer approval.

DC/20/05832 Fleece Cottages, Front Street, Mendlesham: Application for works to trees in a conservation area, T1 (Field Maple) reduce crown by 3m.T2 (Ash) reduce and balance crown and raise canopy. T3 (Norway Maple) reduce south side of crown.

CLRs Fosters had declared a pecuniary interest and took no part in this agenda item.

Ash T2 (12M high, 350 mm dia) reduce the East side of the crown overhanging Keepers Cottage by up to 2 metres (not top) and balance remainder of crown as required. Raise canopy all around to crown break level.

Norway Maple T3 (12M high, 300 mm dia) reduce south side of crown overhanging Old Telephone Exchange by up to 2 metres (not top).

Field Maple T1 (9M high, 350mm dia) reduce the crown of the tree back to the most recent points of reduction (3 metres).

Unanimously agreed to recommend approval of this application subject to Tree Officer approval.

DC/20/05838 Windrush House, Hobbies Lane, Mendlesham Householder Application- Erection of single storey rear extension (following demolition of conservatory) and extension to existing flat roof.

Unanimously agreed to recommend approval of this application.

DC/20/05901 The Stackyard Nursery, Old Station Road, Mendlesham. Full Planning Application – Change of use of agricultural building with food processing and visitor facilities including a farm shop, café, art and craft gallery to form 1no dwelling. The change of use will require a minimal change to the external appearance of the building (Note: 3 additional windows). The change of use will benefit the neighbours by reducing the overlooking of their back garden and reduce the volume of traffic.

Discussion included the history of this site, the recent planning permission granted for a residential dwelling (DC/18/04362), the viability of the business including this building had never been used, road access, traffic and the perceived current demand for local amenities including farm shops, high quality local food and cafes.

Cllr Stringer was asked if a planning condition could be part of this application to revoke the planning permission for DC/18/04362. Cllr Stringer was simultaneously attending another meeting and advised he would be able to report accordingly in a few minutes.

The meeting then continued with no decisions made on this application.

DC/20/05945 3 Old Orchard, Mendlesham. Application for works to tree in a Conservation Area- cut back Walnut tree in rear garden as branches overhang neighbouring property.

Cllr Davey had declared a non pecuniary interest and took no part in this agenda item with Cllr Exley leading on this agenda item.

Unanimously agreed to recommend approval of this application subject to Tree Officer approval.

b) Results:

DC/20/04865 Health Centre, Chapel Road, Mendlesham. Application under S73 to vary or remove conditions to DC/20/02856 dated .9.20 Town and Country Planning Act 1990. (Condition 2 -approved plans and documents) -to include single storey rear extension to provide additional clinic room. Grant

c) Correspondence: To include

- i) Sunnica Energy Farm statutory consultation ending 29.1.21 and agree way forward. Noted no further action required.
- ii) Suffolk Design consultation re housing ending 10.2.21 and agree way forward. Noted no further action required.
- iii) MSDC notification of Mendlesham Health Centre CIL application and confirm support for the application. Unanimous support for this application. **Action: Clerk** to advise.

DC/20/05901 The Stackyard Nursery, Old Station Road, Mendlesham. Full Planning Application – Change of use of agricultural building with food processing and visitor facilities including a farm shop, café, art and craft gallery to form 1no dwelling. The change of use will require a minimal change to the external appearance of the building (Note: 3 additional windows). The change of use will benefit the neighbours by reducing the overlooking of their back garden and reduce the volume of traffic.

Cllr Stringer returned to the meeting and provided information regarding removal of permitted development rights and specific restrictions in development.

It was unanimously agreed that Mendlesham Parish Council could not support this application in its current form due to the need for employment dwellings as identified in Mendlesham's Neighbourhood plan, potentially two residential dwellings on this site, not accepting the lack of business viability in light of the Covid situation and if this application was approved this had to be on the basis that permission granted to DC/18/04362 must be revoked. It was also noted how disappointed the Parish Council was regarding the history of multiple applications on this site over so many years.

4.b cont SCC Cllr/ DCllr Stringer reports :

Cllr Stringer's District and County reports as appended to these minutes and previously circulated to all Parish Councillors were noted with no questions asked.

6. Neighbourhood Plan

- a) Report Mendlesham's Revised Neighbourhood Plan. Noted.
- b) To confirm proceeding with the local informal consultation as indicated in App 1 of the report. Unanimously agreed.

20.03 A member of the public left.

7. Reports

- a) Clerks report & delegated decisions

Finance:

£396.76 MSDC Cleansing grant Q3 application.

£ 27,213.82 VAT return 1.4.20- 30.11.20 funds received.

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Allotments:

Rents as of 30.9.20 have been sent out and funds now being received. Need to confirm Mr Clement rent of £74.40 is to be waived further to clearance work undertaken in this period (*Clerks note unanimously approved*).

Playingfields:

Mendlesham Multi Tower tunnel repaired and back in use.

Defibrillator at Mendlesham Green: replacement pads ordered and received.

Registration of Community Assets.

Applications for two assets as agreed March 2020 have been made to MSDC. A further asset application still to be made.

Highways:

Various road signage issues reported by Mendlesham residents. To be reported to SCC,MSDC and Lovells as required.

Delegated decision: none

b) Other organisation reports:none.

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

d) Questions to the Chair: None

8. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices.

Payment of the following were unanimously confirmed.

OL	4828.80	ARC Landscape Gardens Ltd Mendlesham Playingfields WSA/MUGA landscape works 40% works as agreed 2.12.20 p1814 7a paid 18.12.20
OL	5862.00	ARC Landscape Gardens Ltd Mendlesham Playingfields WSA/MUGA additional landscape works, agreed by email, paid 18.12.20.
OL	54.00	Community Heartbeat Trust replacement defib pads, MG defibrillator
OL	92.00	Mendlesham Community Centre, hire August-September
OL	2232.00	Playequip UK Ltd Playequip Leisure remanufacturing of bridge frame and re fit Mendlesham Tower

OL	10.00	S Jones reimbursement booking fee Eastern Region Village Hall Conference 2021 Cllr Exley 25.1.21
OL	166.00	The Society of Local Council Clerks annual membership Sharon Jones
OL	182.54	Windrush Electrical works for Mendlesham WSA/MUGA project
OL	51.71	M Exley reimbursement 18.9.20 NALC rebuilding communities event
DD	40.00	ICO data protection annual fee (£5 discount of paid DD)
DD	12.42	Google monthly fee - to also confirm annual renewal of contract 3x users £4.14 per month to 5.9.21, £4.60 thereafter, £8 annual plan domain fee.
DD	81.20	NEST Dec payment
OL	179.60	Street Cleaning December
OL	1055.24	Administration December

b) Any other financial matters. None

9. Playingfields

Mendlesham Memorial Playingfields

a) Report re grasscutting arrangements wef 1.1.2. The Clerk reported on grasscutting arrangements further to the change of contractor.

It was noted that the Mendlesham Parish Council owned mower was now redundant. **Action: Cllr Gardiner** to discuss options with Cllr Nunn.

Action: Clerk a February agenda item.

b) Mendlesham Muga and WSA projects:

i) Report : Muga now complete ,in need of weed and moss treatment. WSA landscaping to be finished with planting Spring. Metal posts/slope to be made safe this week. Handrail still required for new slope access.

ii) To confirm any additional actions required including signage and installation of two litter bins. Noted and confirmed.

Details of a three year maintenance contract for the MUGA had been received. It was agreed to ask if the WSA could be incorporated into the contract, but in the meanwhile the MUGA contact confirmed. **Action: Mr Woodley and Clerk.** Page 1828

Further trees may need removing to prevent leaves on the surface of the new slope access. **Action: Mr Woodley** to discuss with local tree contractor.

Moss treatment: **Mr Woodley to action** as required.

iii) Report regarding WSA painting project. An update was provided. The need to have plans and funding in place ready for when the event could happen was noted. **Action: Cllr Orton and Cllr D Foster.**

iv) To discuss and confirm arrangements regarding opening of WSA and or MUGA, to include current Covid National Lockdown. It was noted at present the WSA and MUGA was unable to be opened. The question of removal of the existing security fencing with an alternative arrangement was discussed, with no further action agreed due to the need to keep the WSA closed to members of the public.

c) Any other playingfield matters :none.

10. Allotments:

a) To agree any increase for allotment rents: Cllr Ward and the Parish Clerk had declared pecuniary interests but took no part in this agenda item decision. It was unanimously agreed not to increase allotment rents, noting the administration time and costs involved. However this would be reconsidered at the next annual agenda item.

b) To agree way forward further to termination of two grazing licence tenancies. It was agreed a tender was required with details to be circulated for approval before publishing. **Action: Clerk.**

11. Any other business: matters of report and future agenda items. Nothing raised.

The meeting then went into camera with members of the public requested to leave whilst confidential staff matters are discussed including:

12. Staff Matters:

a) To confirm 2020- 21 NALC National salary award, Unanimously agreed for Mendlesham Parish Council employees.

b) A staff matter relating to information received from the Street Cleaner was noted and agreed. **Action: Clerk** as agreed.

20.48pm The Clerk left the meeting.

c) To review staff Spinal column points and ranges from 1.4.21. It was agreed not to change existing staff Spinal point (*Clerk currently SCP 24*).

Meeting closed at 20.51pm

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