

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 6th October 2021 at 7.00pm.

Present: Cllrs A Davey(chairperson), P Allen, M Exley, B Gardiner, S Judd D Nunn, H Orton, E Ward, S Jones (Clerk), SCC/MSDC Cllr A Stringer and three members of the public.

Apologies: Cllrs D Foster and N Foster.

The filming statement was read out.

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items. Nothing declared.

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

3. Minutes: To confirm the following as a true and accurate representation.

a) Ordinary Meeting 8.9.21

Pages 1890-1895 inclusive were unanimously agreed as a true and accurate representation of the meeting, duly signed and dated by the Chairperson.

4.

Police report: Constables County had been received and circulated.

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

Public Forum – to receive written questions and matters of concern received. No written questions had been received. Questions were asked and answered with regard to the forthcoming Planning Appeal regarding 8 locations for Land to the East of Brockford Road, Mendlesham.

5. Planning

a) Applications: none received.

b) Results: DC/21/04616 48 Middy Close, Mendlesham:

Householder Application -Erection of a front porch, addition of a window to ground floor wc and block paving to front to create additional parking. Approved.

c) Correspondence:

Notification of Planning Appeals 12-15th October 2021 for 8 locations for Land to the East of Brockford Road, Mendlesham/Wetheringsett.

Cllr Exley and Cllr Stringer confirmed they hoped to attend this Appeal.

Notification of Planning Appeal for Erection of 2 no dwellings at Hill House, Norwich Road, Wetheringsett. It was agreed to take no further action for this appeal.

d) Mendlesham's Neighbourhood Plan: Mendlesham response further to MSDC R16 consultation.

A response to the R16 consultation was confirmed. **Action: Clerk**

e) Any other planning matters: None.

6. Reports

a) Clerks report & delegated decisions

Finance:

£20,000 2nd Installment of Precept 2021/22 received.

Scout Hut project:

Clarke and Simpson met with Scout representatives 7.9.21 re lease. Utilities now installed see report for this meeting.

Suffolk County Council Highways re removal of vegetation outside The Cedars. This has been actioned and Highways advised accordingly.

Mendlesham Playingfields Tower: Further to confirmation by emails, have confirmed order as agreed September meeting- rope and bars.

Mendlesham's Woodland: have requested a quote for a H & S inspection.

Mendlesham Table Tennis tables: have reported to Suffolk County Council and Table Tennis England, that the tables have been installed and are in use. Will diarise to Spring 2022 to see if we what to organise any events/ playing field project " opening ceremony etc

Delegated decisions: None

Correspondence:

Correspondence from the WI regarding plans to plant daffodils in verges and grass areas had been received. *Clerks note: this was considered a good idea, but the reply to include the Parish Council had no authority to authorise this and permissions should be sought from landowners.*

b) Mendlesham Community Council report and proposal regarding Parish Council membership/trustee status.

A report of the Community Council Extra ordinary meeting and AGM of 27.9.21 had been previously circulated. The meeting was opened to allow a member of the public to speak further to the meeting regarding the proposed way forward. Cllr Exley confirmed that he had resigned as a Trustee.

It was noted the Parish Council was currently a member of the Community Council. A question was asked and answered about the 50 50 shop including ownership, use and utility bills. It was noted the current arrangement should be formalised.

c) Other organisation reports. A report from the Scouts regarding installation of utilities and a meeting with Clarke and Simpson regarding the future lease had been received and previously circulated to all Parish Councillors.

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

e) Questions to the Chair: none

7. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

The following invoices were unanimously agreed for payment.

DD	83.44	Nest September 2021
OL	1077.72	Sept admin
DD	18.16	Google Sept monthly payment
OL	260.00	ARC Tree Surgery installation Table Tennis tables- MUGA/WSA project
OL	720.00	PFK Littlejohn LLP external audit ye 31.3.21
OL	38.00	Suffolk Wildlife Annual subscription
OL	15.30	J Lawes Ltd numbers for litter bins

b) To review management information and bank reconciliation as at 30.9.21. Noted with no questions asked. Cllr Nunn confirmed bank balances for the reconciliation.

c) To note receipt of External Auditors report for the year ending 31.3.21 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 Notice Boards 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 consider Community Action Suffolk Rural Coffee Caravan proposal to attend Mendlesham a monthly event over the winter and potential need for funding for room hire fees to be covered by the Parish Council/locally. After consideration of a report from the Cllrs Foster, discussion regarding the undoubted value of the Caravan visits, the alternative events that were now taking place for the community and the budget restraints for the Parish Council, it was unanimously agreed, with regret, that public money should not be spent to support this event when other events may also welcome grants.
Action: Clerk to advise CAS and also request a review of visits in the Spring.

7.45pm members of the public left

e) Any other financial matters: to include arrangements including wreath arrangements for Remembrance. Arrangements for Remembrance were discussed and agreed.

8. Playingfield matters:

8.00pm Cllr Allen left the room as he is a sponsor of Mendlesham Football Club. Cllr Stringer left.

Mendlesham:

a) To agree hire agreement addendum document for football hire. Unanimously agreed. **Action: Clerk.**

b) Proposal from Mendlesham Football Club regarding the storage of High-Rise nets on site. Unanimously agreed, subject to the ends of the pipe being secured and responsibility/liability remaining with Mendlesham Football Club. **Action: Clerk** to advise.

c) Report with regard to MUGA/WSA project: to include lighting and table tennis tables. The table tennis tables had been erected and were in use. Cllr Gardiner had been shown how to turn the lights on. It was noted the tokens and keys should be held by Mendlesham Parish Council and copies of keys obtained as required. **Action: Clerk.**
It was noted bats and balls were stored in the container.

d) Any other Playing field matters.

A pile of soil behind the dugout at Mendlesham was noted. It was unanimously agreed Mendlesham Football Club should be asked to remove the soil. If they wished they were able to fill an area level with the soil on the old Mendlesham Playingfields Charity owned adult pitch goal mouth area or on the pile behind the 50:50 shop. **Action: Clerk.**

It was noted that the football nets on the pitch owned by Mendlesham Community Centre were not being rolled up in between games as requested. **Action: Clerk** to advise Mendlesham Football Club that if this continued the nets would need to be removed.

Cllr Allen returned to the meeting

Purchase of handrail items for the Wheel Sport Area @ £218.41 plus the requirement for purchase of other fixings was agreed.

The MUGA 12 month defection inspection was due. It was agreed this could be delegated to the Project Manager.

9: Land Management:

a) To note any reports further to agreed actions of 8.9.21, to include hedge cutting and Ragwort/Grass cutting arrangements for next year at Mendlesham Green.

It was noted that the grass contractor would spray for ragwort for next year.

It was agreed that the hedge at Mendlesham Playingfields would be cut the following morning.

b) To agree quote for Mendlesham Woodland Tree Inspection: not received.

c) Any other matters : none

10. Any other business: matters of report and future agenda items. Nothing reported.

Meeting closed at 8.19 pm.
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