

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 5 October 2022 at 7pm.

Present: Cllrs A Davey (Chairman), P Allen, M Exley, D Foster, N Foster, B Gardiner, D Lummis , H Orton , S Jones (Clerk) and SCC/MSDC Cllr A Stringer.

Apologies: Cllrs S Judd , D Nunn, and E Ward.

The filming statement was not read out.

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items. Cllr Lummis declared a Disclosable Pecuniary Interest interest in the Neighbourhood Plan agenda item as he has a beneficial interest in land off Old Station Road and Glebe Way, Mendlesham.

Cllr Gardiner reported that his residential property was located on Glebe Way, Mendlesham.

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.

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Pages 1975-1979 inclusive were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

4. Police report: nothing to report.

SCC/MSDC Cllr Stringer: See County and District report as appended to these minutes.

A member of the public arrived.

A question relating to use of bus passes for the intended MSDC electric community bus was asked, with no decision available at present.

Public forum: The member of the public confirmed he had nothing to raise under this agenda item and nothing had been received prior to this meeting.

The Chairperson then brought forward agenda item 9f Community Charity events- to agree hire of playing field formalities, including fees.

The meeting was opened to allow the member of the public to speak.

9f Community Charity events- to agree hire of playing field formalities, including fees.

Discussion related to the Mendlesham Community Charity Community Fireworks event 6.11.22 and the requested hire of Mendlesham Playingfields and associated car parks.

Mendlesham Parish Council unanimously confirmed support for this event but noted further information was required, particularly due to the advert already published including a licensed bar. Discussion included the need for a Temporary Event Notice (TEN) and any requirements or considerations due to the Premises Licence already held by Mendlesham Parish Council.

Some detail regarding food vans and the licenced bar was provided by the Trustee of the Community Charity (member of the public present), including no TEN or Public licence requirement if the event was for less than 500 people.

Whilst further discussion was ongoing, the Trustee/Member of the public left the meeting.

It was then agreed:

- a) Further research was required to confirm the licensing responsibilities, both in the name of Mendlesham Community Charity or their representative to also include implications to the full Premises licence in the name of Mendlesham Parish Council already in place. **Action: Cllr Allen.**
- b) There would be a need for all rubbish to be cleared before 8.30am and the start of the following school day which should include the food/drink businesses clearing up and removing their refuse/litter from the site.
- c) The standard playing field hire Memorandum of Hire would need to be completed, plus any additional requirements specific to the event.
- d) The hire fee of £10 per hour would be applicable. It was questioned if the policy still included the fourth hour of hire as free?

Action: Cllr Davey and Cllr Allen to agree the way forward for further communications by the Clerk regarding hire of this event. noting the event was before the next Ordinary Parish Council meeting.

5. Planning matters:

a) Applications: none.

b) Results: none.

c) Correspondence: Receipt of communication dated 20.9.22 from the Inspectors to Mid Suffolk District Council regarding the draft Joint Local Plan noted.

d) Any other planning matters:

The National Grid Consultation Bramford to Twinstead (replies by 7.10.22) was noted with no action proposed.

Mid Suffolk District Council Consultation regarding the draft Land Supply position statements for 10.88 years 9/22 was noted . It was agreed to acknowledge the consultation, with no further comment.

6. Mendlesham's Revised Neighbourhood Plan

Cllr Lummis declared a Disclosable Pecuniary Interest interest in the Neighbourhood Plan agenda item as he has a beneficial interest in land off Old Station Road and Glebe Way, Mendlesham and left the meeting.

a) Report: It was noted that the date of the referendum should be published later that week. The MSDC decision regarding adoption of the documents, further to the referendum result, should follow relatively quickly as the decision was intended to be made under MSDC delegated officer authority rather than full council.

b) Any other NP matters: None.

Cllr Lummis returned to the meeting.

7. Reports

a) Clerks report & delegated decisions

Finance:

£22,000 Precept 22/23 second instalment received.

Remembrance : 13.11.22 St Mary's Remembrance Service 9.30 am. Contact has been made with RAF Lakenheath and Church to request a representative attends for the US memorial part of the service.

Correspondence:

21.9.22 Further correspondence regarding road at Mendlesham Green and equine use.

Planning Inspectorate: Confirmation further to our letter regarding Neighbourhood Plan intentions further to appeal reports, this is a now a consideration for MSDC. MSDC have acknowledged receipt of our letter.

MSDC Tree Canopy report

Delegated decisions: None

b) Any other organisation reports: None

c) Report on outstanding matters further to Asset Inspection 3/22.

It was noted all outstanding actions had been completed or were agenda items for this meeting.

It was agreed Cllr Allen would investigate repair of the village sign base and return accordingly to Council. **Action Cllr Allen**

Cllr Gardiner would investigate repairs to the Bus Shelter at Mendlesham Green fascia boards. **Action Cllr Gardiner** Page 1982

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

e) Questions to the Chair: none.

7.49pm Meeting suspended to allow for a Community Centre Charity meeting item.

8.08pm Parish Council meeting reconvened with the absence of Cllr Stringer and Cllr Allen and with a new member of the public.

8. Financial matters

a) To confirm payment of invoices:

The following invoices were unanimously approved for payment.

DD	84.89	Nest Oct 2022
DD	18.40	Google September 2022
OL	144.48	Sept Street Cleaning
OL	1119.05	Sept Admin
OL	2.00	Mendlesham Town Estate Mendlesham Green Playingfield annual hire
OL	5.95	J Lawes Ltd -cable ties
OL	340.47	HMRC Q2 PAYE
OL/CHQ	1895.60	The Village Sign People re Mendlesham sign refurbishment

It was agreed payment for the Village Sign people should be a cheque on delivery of the refurbished sign.

b) Any other financial matters: none

9. Playing fields:

a) Report: Nothing to report.

b) To agree any quotations received further to the ROSPA reports.
None

c) JMAT Block booking for Changing Rooms: further to details as minuted Joint Liaison meeting 4.10.22 agreed.

d) Mendlesham Hedge: to note contact from a resident. Noted Cllrs Gardiner and Nunn were in discussion regarding the way forward.

e) 50 50 Asbestos Report . Report 20.9.22 noted. It was noted the exterior of the building would need to be painted next year. **Action Clerk** to diarise as an agenda item for the Spring. There was some ivy to be removed. **Action Cllr Exley** including completion of the formalities for the Asbestos file.

f) This item had been moved to earlier in the meeting.

g) Any other matters: A report on trees and the hedging for Mendlesham Playingfields was noted. **Action: Cllr Exley** to replace missing/dead trees.

10. Old Market Street Noticeboard.

Cllr Allen reported he had not been able to find a professional contractor to quote.

Cllr Gardiner reported he and a member of the public would be prepared to take on the job to include replacement back, painting, new top and new legs subject to no commitments regarding timescales, for a budget of approximately £200. This was unanimously agreed.

11. Road Names Old Engine Meadow.

A new request from a resident was considered. It was agreed to retain the existing suggestions to Mid Suffolk District Council and ask for an outcome of any decisions made. **Action: Clerk.**

12. Review of Emergency Plan.

A working party to review the Emergency Plan was agreed as Cllrs M Exley, D Foster, D Nunn and H Orton and the Clerk. **Action: Clerk.**

13. Any other business.

Cllrs D and N Foster reported they would be attending the Suffolk Police Community meeting 6.10.22. Cllr Exley asked that they take and obtain further guidance regarding items found in Mendlesham's Woodland.

Meeting closed 8.31pm.

