

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 7 June 2023 at 7pm.

Present: Cllrs A Davey (Chairman), P Allen (arrived late), M Exley, D Foster, N Foster, D Lummis, H Orton, E Ward , S Jones (Clerk) and two members of the public.

Apologies: Cllrs M Orton (personal reasons) and S Judd (personal reasons).

Acceptance of apologies: Unanimously agreed.

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. None reported.

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) Extra Ordinary Meeting 30.5.23 Pages 2040-2042 inclusive were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

b) To note draft minutes of the Annual Parish Meeting 18.4.23 . Noted. To be confirmed at the 2024 Annual Parish Meeting.

c) To note draft minutes of the Mendlesham Memorial Playingfields AGM 17.5.23. Noted. To be confirmed at the 2024 Playingfields AGM.

Cllr Allen arrived.

4. Police report: Nothing to report.

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

Public forum: No members of the public present and nothing had been received prior to this meeting.

5. Planning matters:

a) Applications: none received.

b) Results: none received.

c) Babergh & Mid Suffolk Joint Local Plan Examination – Programme of further hearing sessions following the Main Modifications 26.6.23. Apologies had been forwarded, noting there was nothing to add further to the consultation submission.

d) Correspondence: Further correspondence from residents regarding flooding on footpath 57. It was noted this had been reported with outcomes awaited.

e) Any other planning matters. None

6. Mendlesham's Woodland

7.07pm Cllr Stringer arrived.

a) To review outstanding works further to Hayden's report 2.2.22. (Woodland Officer). The Woodland Officer had reported that:
Tree 42 Sycamore would need felling this winter by a professional contractor.

Tree 35 Turkey Oak would need monitoring.

Tree 41 Sycamore would need felling this winter with several small Sycamores with sooty fungi.

b) Any other woodland matters: Council unanimously authorised the Clerk to seek quotes from two professional contractors. It was noted that depending on the amounts of the quotes, a third quote may be required in accordance with Standing Orders. **Action: Clerk.**

SCC/MSDC Cllr Stringer reports: See District and County reports as appended to these minutes. It was noted a Travel consultation was ongoing.

7. Reports

a) Clerks report & delegated decisions:

Finance: Documentation as required sent off to External Auditor 6.6.23.

Playingfields Grounds Sand Maintenance works: completed.

Footpath 57: reports of flooding sent to SCC Rights of Way (report no 400772), SCC Flooding Dept, MSDC Planning Enforcement. Residents questioning.

Mendlesham Defib: Has been away for software upgrade. Pads and Battery due for replacement. NHS have in hand.

Mendlesham Green Defib: Pads have been replaced.

Road Names: Letter from resident suggesting street names for Old Engine Meadow Development (Harewood) . Acknowledged with advice, unless resident advised otherwise by end of June, letter to be passed on to Mendlesham History Group in view of historical context. Asked MSDC 23.5.23 outcome re road names. No reply to date. Names added to spreadsheet of suggested potential names further to previous consultations.

St Joseph's Centre: resident letter re untidy state, another resident letter re personal letter to the Diocese.

Listed Tree at Meadow behind the Chapel, Mendlesham Green: Twisted wire reported to EDF by resident concerned with safety and supply. Inspected 3.6.23 wire used because it is stronger for location. No concerns. No outcome re ownership of the tree.

Delegated decisions: Mendlesham Green Defib pads replaced.

Correspondence:

National Grid: Bramford to Norwich overhead line refurbishment information.

Transport East: Rural Mobility Survey Results Dashboard

b) Other organisation reports. None

c) Chairs report.

New Tree at Jubilee Gardens

Richard Wassell offered the PC an established ornamental for free and to tend to it for two years

- This was discussed at length at the 5th April PC meeting. There were no negative responses, with comments generally about the right tree in the right location
- Because of the immediacy of the need for a decision, we voted on this offer via email. Any disagreement was requested by the end of Tuesday 11th.
- The residents who tend to Jubilee Gardens were consulted and they were very much in favour of such a tree and the location, near the village sign on Jubilee Gardens
- The number of Cllrs who responded positively was 8. There were no negative responses and no other responses. The tree was planted
- Some members of the public, including the donor have suggested the tree be used to mark the Coronation of King Charles III

Clerks action: diarise one year to consider if a plaque is required.

It was noted that there were some dates forthcoming where the Chair, Vice Chair and Clerk would be away.

It was agreed Cllr Orton would be the lead Councillor, point of contact in case of need.

Nothing else to report that is not an agenda item.

Questions to the Chair. Nothing asked.

8. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices: The following invoices were unanimously agreed for payment.

OL	161.00	May 23 Street Cleaning
OL	1198.17	May 23 Admin
DD	93.19	Nest May 23
DD	9.20	Google monthly fee
OL	2255.61	Business Services at CAS Limited. Insurance renewal from 1.6.23
OL	260.00	Heelis & Lodge Internal pc audit ye 31.3.23 To note Mendlesham Memorial Playingfields Audit ye 31.3.23- no fee.
OL	200.40	S Jones Reimbursement paper and printer ink
OL	143.03	MSDC litter bins emptying at Mendlesham Green
OL	99.99	S Jones reimbursement for new shredder

b) To review the internal audit report for Mendlesham Parish Council for the year ending 31.3.23 and confirm any actions required. The report had been circulated to all Parish Councillors. No actions were required. Unanimously confirmed.

c) To confirm Heelis & Lodge appointed as Internal Auditors for the year ending 31.3.24. Unanimously agreed.

d) To note Public Right of Inspection of Accounts for the Year ending 31.3.23, Monday 5 June 2023-Friday 14 July 2023. Noted.

SCC/DCllr Stringer left.

e) To note AGAR submission deadline of 3 July 2023 to External Auditors. Noted.

f) To confirm re enrolment and re declaration for workplace pensions The Pensions Regulator. Unanimously confirmed.

g) To review Parish CIL funding and agree to ring fence an amount for a new Building providing community hire facilities.

£10,000 Mendlesham CIL funding was unanimously agreed to be ring fenced for the provision of a new community building further to the email from Mid Suffolk District Council 2.9.22. (*Clerks note: in CIL folder*)

h) Any other financial matters: None

9. Playing fields:

a) To receive ROSPA reports and confirm any actions as required.

Reports dated 6.4.23 for the playingfields at Mendlesham and Mendlesham Green were noted. It was noted there were no high priority risks with the Mendlesham roundabout in need of greasing.

It was agreed Cllrs Lummis , Davey and Foster would try to use additional soil around for the top of the Mendlesham slide.

b) To note recent works (roundabouts) and confirm any actions as required. Cllr Lummis reported that both roundabouts had been greased and would require this annually. The Mendlesham roundabout in particular would require monitoring as it was still noisy and stiff.

Cllr Lummis would obtain quotes to replace the football nets at Mendlesham Green.

Cllr Stringer returned to the meeting.

c) Any other playing field matters: Vegetation growth around the 50 50 shop plus the comments from the 2022 report from Cllr Exley regarding painting and repair requirements was noted and considered work for the winter.

10. St Joseph's Centre

a) To agree way forward further to resident complaint.

This agenda item was opened up for members of the public to speak. Recent communications from residents, further to many received in the past about the state of the building and outside areas was noted.

Members of the public asked for clarification about the ownership and responsibility for the building.

It was noted that further to research undertaken, it was believed that St Joesphs Centre was an unregistered trust with the trusteeship of Vicar and Churchwardens and their successors ie not personal ownership.

Purpose of the Trust being for the religious education and poor children in the parish. (*Clerks note: at the meeting the word children was omitted*).

It was noted that the condition of the building had been reported to Mid Suffolk District Council Building Control.

b) To agree way forward regarding future communications with Trustees.

It was proposed, seconded and unanimously agreed that a letter should be sent to all Trustees advising that the Parish Council would advise all residents that they should forward any concerns direct to the Trustees and requesting contact information for the Trust. It was also agreed that this information would then be circulated in the Parish Newsletter and E News.

Action: Clerk

11. Annual Parish Meeting and Awards:

a) Report and proposal: It was noted that attendance for the 2023 Annual Parish Meeting was disappointing. It was unanimously agreed that the group considering Annual awards and the meeting should meet later in the year to consider involving other groups and the content of the next 2024 meeting.

Action: Cllr H Orton.

12. Any other business: matters of report and future agenda items. None

Members of the public then left the meeting due to the sensitivity of the following "in camera" item.

13. Staffing matter

It was unanimously agreed that a staffing matter would be taken forward by the Finance and General Purposes Advisory meeting to formulate proposals to be agreed by the full council at its next meeting 14.7.23.

Meeting closed at 8.43pm.