

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 7 August 2024 at 7.00pm.

1. Present: Cllrs H Orton (Chair), A Davey, S Hyde, D Lummis, C Orton, P Allen, D Foster, N Foster, E Ward

Apologies: Cllr S Judd (personal reasons), A Johnson (personal reasons), MSDC/SCC Cllr A Stringer (personal reasons)

Acceptance of apologies: Confirmed.

The filming statement was read out.

2. Interests

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

Cllrs D & N Foster declared a non-pecuniary interest in agenda item 8 and a pecuniary interest in agenda item 12.

b) To agree any dispensations regarding any declarations of interest

None required

3. Minutes:

Minutes of Ordinary Meeting 03.07.24, pages 2157-2162 (inclusive), were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

4. Reports

a) SCC/MSDC Cllr Stringer

Report had not yet been seen by Cllrs

See report as appended to these minutes

b) Public forum - to receive written questions and matters of concern

Discussion on the poles form smart water meters which have been put up in the Parish.

Concern raised about the unauthorised development on Oak Farm Lane.

Action: Cllr to check if electricity has been connected and inform Clerk.

Clerk to contact Mid Suffolk if electricity has been connected in breach of a STOP order.

5. Reports

a) Clerks report & delegated decisions

See report as appended to these minutes.

Read out – noted outstanding actions.

Link for loose materials to be provided to the Clerk.

Football pitches need marking out as soon as possible (Haughley want to hire if possible)

A spreadsheet/booking form to be organised.

More Mendlesham football teams want to use the pitches.

Clerk to receive a Fixture list.

Equipment needed to put up the new goal posts in Mendlesham Green.

Name of the company to be provided by the Clerk.

b) Chairs report

Page | 2157b

Clerks note: – page numbers duplicated for minutes for 07.08.24 and updated to add suffix 'b'

Grass has been cut in both fields in Mendlesham Green.
Mess Free Mendlesham has cleared some drains of grass and silt.

c) Questions to the Chair

None

6. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

DD	1,129.27	PWLB loan repayment (paid 05.07.24 as per direct debit)
DD	91.58	Nest July 24
OL	179.31	July 24 Street Cleaning
OL	1,118.72	Admin July 24
OL	127.01	Admin July 24
DD	9.20	Google workspace fee
OL	26.00	A Johnson 1/12th annual payment for use of home as an office
OL	85.00	Old School Room Hire April-June 2024 (pending confirmation of charge for 10th April)
OL	168.00	SALC training 4 x planning for N Foster (approved at last meeting invoice received 2.8.24 to be paid)
OL	84.00	SALC training 2 x Social Media for A Johnson
OL	20.75	J Lawes Ltd – cleaning supplies Mess Free Mendlesham
OL	208.57	PAYE Q1 2024-25 (plus possible interest)
CHQ	30.00	Mendlesham URC hire for 3 rd July 2024

b) To approve adoption of new model financial regulations wef 07.08.24

Not completed yet

c) Any other urgent financial matters None

7. Planning matters:

a) Applications:

DC/23/03187 - Land North East Of, Chapel Road, Mendlesham -

Submission of Details (Reserved Matters) application and Discharge of Conditions 8, 16, 17 and 26 under Outline Planning Permission DC/19/05915 for approval of Scale, Layout, Appearance and Landscaping in relation to erection of 20 dwellings, associated internal roads, parking, drainage infrastructure, open space and

landscaping. *Updates to application since last meeting - Proposed cycle storage plan, Construction surface water management plan, Highways comments, Public realm comments and Drainage strategy and suds report*

See notes as appended to these minutes

DC/23/04608 - Land North East Of, Chapel Road, Mendlesham -

Submission of Details (Reserved Matters) and Discharge of Conditions 8, 16, 17 and 26 for Outline Planning Permission DC/19/05915, for the erection of 20no dwellings associated internal roads, parking, drainage infrastructure, open space and landscaping. (Matters of scale, layout, appearance and landscaping to be considered). Alternative application to DC/23/03187.

Updates to application since last meeting - Proposed cycle storage plan, Construction surface water management plan, Highways comments, Public realm comments and Drainage strategy and suds report

See notes as appended to these minutes

DC/24/03167 - Mount Pleasant, Norwich Road, Wetheringsett Cum

Brockford, Stowmarket Suffolk IP14 5NP - Full Planning Application -

Erection of a 1No replacement dwelling, detached cartlodge and stable block.

Insufficient evidence on biodiversity net gain. Conditions needed on hours of working to ensure noise reduction. MP1 – proposals for development located outside of the identified settlement boundaries will onl be permitted where they are in accordance with the Natinoal and District level policies. This consultation was felt to be mostly for Wetheringsett to comment on.

DC/24/03313 - Ashes Farm, Oak Farm Lane, Mendlesham, Stowmarket

Suffolk IP14 5TE- Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of barn to form 2No dwellings.

Recommend prior approval.

b) Results: **DC/24/02531 - Tramsread, Hobbies Lane, Mendlesham, Stowmarket Suffolk IP14 5SZ - Full Planning Application - Erection of agricultural building to replace building damaged by fire.- GRANTED**

Results noted

c) Correspondence: Publication of the Independent Examiner Report on the Wetheringsett cum Brockford Neighbourhood Plan - the Examiner has set out her overall conclusion that subject to certain modifications, which are made predominantly in the interest of precision, this neighbourhood plan meets the basic condition tests and that it should proceed to a local referendum.

d) Any other planning matters

None.

8. 50 50 Shop Building

a) Review draft hire agreement

All portable appliances will be used at own risk and any PAT testing deemed necessary by the tenants and is the tenants responsibility.

b) To approve any action required

All Cllrs need a copy of the hire agreement.

9. Local flooding report

a) Report

Not completed yet. 8 areas have been identified. 3 areas are new. Cllrs will continue to work on this.

b) Any other flooding matters None

10. Emergency Plan

a) Report

This is still in the early stages. We have 2 Emergency Officers. We need to document where possible equipment can be found (e.g. generators). An inventory is needed. We also need a Rest Centre Coordinator in both Mendlesham and Mendlesham Green who knows where keys are held.

b) To approve any action required No actions needed at the moment.

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

Showers in the changing rooms discussed. Apparently there is a button to press to allow the water to be heated. Cllr will investigate.

Membrane and bark is needed to tidy the shrub area by the MUGA. A volunteer will be asked to price this. The amount of £150 was agreed to be spent. If the cost is more than this it will need to come back to the next meeting.

Bottle Banks. Scouts will need to apply to Waste management, Creating Road for a Bank on their site. A site in Mendlesham is still needed.

The new Bus Service starts on 2nd September.

There is concern that the river banks have been altered and this will need to be reported to Mid Suffolk.

Do we need to consider more security on both our playing fields?

12. Community Centre

a) Report

Report read out. The Purposes documents for the charities need to be amended to bring them in line with each other. Cllr Allen will look at the wording to see if this can be moved on. He will need the documents from the Clerk (or possibly Charities Commission online)

b) Any other community centre matters

None

Members of the public will be asked to leave for the following 'in camera' item due to its sensitivity.

13. Staffing matters

Our Clerk and RFO has passed her probationary period. Congratulations and thanks to her! It was proposed that we should offer her a pay rise of 2 points on her salary and this was unanimously agreed.

We agreed that our previous Clerk and RFO will continue to help with financial work in the short term.

Meeting closed 21.00pm.