

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 4 September 2024 at 7.00pm.

1. Present: Cllrs H Orton (Chair), S Judd, C Orton, P Allen, D Foster, N Foster, E Ward, A Johnson (Clerk)

MSDC/SCC Cllr A Stringer and one member of the public

Apologies: Cllr A Davey (personal reasons), D Lummis (personal reasons), S Hyde (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.

None declared

b) To agree any dispensations regarding any declarations of interest

None required

3. Minutes:

Minutes of Ordinary Meeting 07.08.24, pages 2157-2160 (inclusive), were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

Clerks note – page numbers 2157-2160 duplicated for minutes for 07.08.24 and updated to add suffix 'b'.

4. Reports

a) SCC/MSDC Cllr Stringer

See report as appended to these minutes

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

None

5. Reports

a) Clerks report & delegated decisions

See report as appended to these minutes.

b) Chairs report

Hire agreement for 50 50 shop will be sent to Mendlesham Community Charity by the Chair.

c) Questions to the Chair

New location of bottle bank for Mendlesham. More thought required for suitable alternative location.

6. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

DD	96.00** 93.14	Nest August 24
OL	179.31*	August 24 Street Cleaning

OL	1118.72*	Admin August 24
DD	9.20	Google workspace fee
OL	26.00	A Johnson 1/12 th annual payment for use of home as an office
OL	43.39	Wave Utilities
OL	27.35	J Lawes Ltd – cleaning equipment
OL	30.24	Petrol for woodland mower
OL	5.96	Refreshments for bus launch

**Salary payments made according to previous months amounts due to error with HMRC application. Any adjustments to be made at following meeting*

***Value amended after meeting following adjustment for error made. £96 taken as DD but refund for £2.86 issued.*

b) To approve adoption of new model financial regulations wef 04.09.24

All adjustments unanimously agreed. Clerk to update document.

c) i) To consider available new bank accounts

Available accounts were circulated prior to meeting. Noted options were limited.

ii) To approve an account to be opened

Account unanimously approved to be opened as closest matching to the one being closed. Clerk to action.

d) To note 2023/24 AGAR Section 3 External Auditor Report and any actions required

Noted. No actions required. *Clerk note: signatures to be redacted for public published version.*

e) Any other urgent financial matters

None

7. Planning matters:

a) Applications:

None

b) Results: DC/24/02840 Weavers Cottage, 22A Front Street, Mendlesham, Stowmarket Suffolk IP14 5RY: Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA - Conversion of hair studio to residential room(s) to combine with existing residential areas (following removal of hairdressing plumbing and fittings).
RECOMMENDED DECISION: Formal Approval IS required - Approved

DC/24/03208 Perkins Farm, Tan Office Lane, Mendlesham IP14

5RL: Discharge of Conditions Application for DC/24/00572 - Conditions 3 (Fenestration), 4 (Eaves and Verges), 5 (Exterior Cladding and Rainwater Details) and 6 (External Ventilation Details) **Approved**

DC/24/03000 Perkins Farm, Tan Office Lane, Mendlesham,

Stowmarket Suffolk IP14 5RL: Discharge of Conditions Application for DC/24/00571 - Conditions 4 (Biodiversity Enhancement Strategy) and 5 (Solar Array Screening) **Approved**

c) Correspondence:

None

d) Any other planning matters

Noted public consultation held by Denbury Homes on

8. Community Self-Help Scheme (SCC)

a) Report

Launched by Suffolk Highways in May 2019, the scheme aims to empower and support town and parish councils that wish to carry out minor highway maintenance within their communities.

Community Self-Help has been developed in partnership with town and parish councils across the county in response to their demands to be allowed to do more to improve the look and feel of their communities by undertaking minor maintenance activities that Suffolk Highways are no longer able to deliver.

Frankly, we were unaware of the scheme but, prior to setting up "Mess-Free Mendlesham", we should have joined this as it provides free training for volunteers working on or near to the highway. It also covers them for insurance and can provide PPE free of charge.

Currently, we have suspended any further "Mess-Free Mendlesham" working until we are properly trained.

Proposals: It is requested that the PC apply to SCC Highways to join the scheme and that Cllrs Foster undergo training together with any other "Mess-Free Mendlesham" volunteers.

b) To agree a way forward

Unanimously agreed to join the scheme for Cllrs Foster to undergo training as per proposal in report.

9. Legacy fund – Coronation Bench

a) Report

See report as appended to these minutes

b) To approve any action required

Agreed that PC will apply to SCC Highways for required permission.

10. Social Media

a) Report

See report as appended to these minutes

b) To approve any action required

Unanimously approved to trial for 6 months with Clerk to run the page as per proposals in the report.

11. Playingfields

a) To receive updates on:

i) Changing room showers

No update available

ii) Grasscutting and weed treatment

Clerk chasing Vertas

iii) Platform repair on toddler equipment

Quote received was very high. Cllr to enquire about price of plastic sheet that can be cut to size and fitted.

b) Any other matters

None

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

None

Meeting closed 21.00pm.