

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 7 May 2025 at 7.34pm.

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

MSDC/SCC Cllr A Stringer

7 members of the public

Apologies: Apologies: S Hyde (personal reasons), C Orton (personal reasons)

Acceptance of apologies: Confirmed.

Chair moved to rearrange agenda item 8 'Playingfield matters' to be discussed ahead of other items as following on from Playingfields Memorial Charity Annual General Meeting as members of the public wanted to raise items for discussion.

8. Playingfield matters

a) To receive updates on the following items:

i) outstanding invoices for field hire

Maestros had confirmed earlier in April that funds were there to make payment for outstanding invoices and apologised for the delay. However, no payment has been received.

All other outstanding invoices have been paid.

ii) installation of new goals at Mendlesham Green

This is in hand – action Cllr Lummis

iii) clearance of items in the container

The scrap metal will be removed within the next 4 weeks.

Broken plastic goals to be disposed of on Saturday 10th May.

It was unanimously agreed for the grass cutter to be sold and advertised on eBay. Action Clerk.

iv) changing rooms

Ongoing issues noted. This will be discussed at upcoming meeting with Suffolk County Council and Oxlip representatives.

b) To approve replacements and repairs required to play equipment and gate at Mendlesham Playingfield

It was agreed to wait until the safety inspection report has been conducted and be guided by the report as to what needs doing as a priority.

c) To note ROSPA inspection has been instructed with Playquip scheduled for inspection in May. Report to be circulated as soon as received.

Noted

d) To agree terms of Mid Suffolk District Council grass cutting work for 2025

Noted query on area still outstanding.

e) Any other playing field matters

The condition of the area surrounding the MUGA was raised. It has become overrun with weeds and increasingly difficult to maintain. Alternatives to be considered in detail.

The fencing on the playingfield boundary near the SEND unit is rotting and has a number of posts that need replacing. Replacement posts to be costed and advised to the PC along with metal fencing alternative cost. Noted that the roundabout is a little better since the engineer came out to look and advised bearing needed replacing. Noted that any action to be held until the safety inspection report is received.

2. Interests

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

Cllr Lummis declared an interest in item 5.a Planning application for Land South of Glebe way due to being the previous land owner. Noted that he would make no comment and not be involved in any discussion regarding the application.

b) To agree any dispensations regarding any declarations of interest

None required

3. Minutes: To approve minutes of ordinary meeting 2.4.25 as a true and accurate representation

Pages – were signed by the Chair

4. Reports

a) SCC/MSDC Cllr Stringer

Reports noted with no questions

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

None

5. Planning matters:

a) Applications: DC/24/04832 - Land South Of Glebe Way, Mendlesham, Suffolk Proposal: Hybrid Application: (i) Full Planning Application for the construction of 76no dwellings (including 27no affordable local needs dwellings), link road between Old Station Road and Glebe Way, access roads, vehicular accesses, parking, garaging, public open space, landscaping, ecological enhancement areas, sustainable drainage and associated infrastructure. (ii) Outline Planning Application for 2no Self Build plots with all matters reserved save for access.

Reason(s) for re-consultation: Documents and amended drawings received on 01.04.2025

Full response as appended to these minutes. Unanimously confirmed to support the application with suggested amendments.

DC/25/00421 - Meadow View, Oak Farm Lane, Mendlesham, Stowmarket Suffolk IP14 5TE Planning Application - Erection of 1no. agricultural machinery store

Unanimously confirmed to support the application.

b) Other applications:

Suffolk Trading Standards WK 148165 -Application for permanent attachment to Street Lighting Columns at Ducksen Road, Mendlesham, Stowmarket, IP14 5SE/5SD/ 5TJ Suffolk Trading Standards department would like to arrange the installation of 3x No Cold Calling Zone signs on column units 0027, 0028 & 0029

It was unanimously approved to grant permission.

c) Correspondence: Adoption of the Babergh and Mid Suffolk Biodiversity and Trees Supplementary Planning Document
Following a period of public consultation between 15th May and 19th June 2024, Babergh and Mid Suffolk District Councils have adopted their Biodiversity and Trees Supplementary Planning Document (SPD).

Noted

d) Results: DC/25/00488 Land South Of, Chapel Road, Mendlesham, Suffolk Discharge of Conditions Application for DC/19/05949 - Condition 6 (SUDS) – Approved

Noted

The Siding, Oak Farm Lane, Mendlesham IP14 5TE - APP/W3520/C/24/3353244-7 and APP/W3520/W/24/3353417 DC/24/02467 - Appeal A - It is directed that the enforcement notice be varied by extending the period of compliance from three months to eight months. Subject to this variation the appeal is dismissed and the enforcement notice is upheld. [Enforcement notice extension 18 November 2025] Appeal B – The appeal is dismissed.

Noted

e) Any other planning matters

Noted that planning for the future and provision of housing to be discussed at next ordinary meeting.

White Elm Solar Farm non-statutory consultation period 19th May – 30th June with public consultations to be held on 31st May 12-5pm at Mendlesham Community Centre and 4th June 2-7pm at Bacton Village Hall. Noted full discussion to be held at next ordinary meeting.

6. Reports

a) Clerks report & delegated decisions

See report as appended to these minutes.

Note unanimous approval to post generic reminders relating to issues raised by members of the public via our Facebook page.

Extension of 30 minutes was requested to allow time to discuss full agenda.

b) Chairs report

See report as appended to these minutes.

c) Questions to the Chair

None

7. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

Unanimously approved.

b) To agree requirements regarding annual inspection of assets.

Unanimously agreed to continue annual inspection as per previous years.

c) To approve Accounts and supporting notes for the year ending 31.3.25, including confirmation of allocated reserves.

Unanimously agreed to postpone until June Ordinary meeting

d) External Audit: To approve for External Auditors, PKF Littlejohn LLP as 31.3.25

Annual Governance Statement 2024/25

The Accounting Statement 2024/25

Bank Reconciliation as at 31.3.25

Explanation of Variances

Unanimously agreed to postpone until June Ordinary meeting

e) To confirm the asset register as at 31.3.25

Unanimously agreed to postpone until June Ordinary meeting

f) To approve the CIL return to MSDC as at 31.3.25

Unanimously agreed to postpone until June Ordinary meeting

g) To approve the monitoring system for year ending 31.3.26

Unanimously approved

h) To appoint the RFO for year ending 31.3.26

It was unanimously approved to appoint Amy Johnson

i) To consider Governance questions and statements for the year ending 31.3.25 Effectiveness of Internal Control (pc and charities)

Unanimously agreed to postpone until June Ordinary meeting

j) To note the level of insurance cover and pay as requested

Quote for insurance received and details circulated. Insurance cover approved subject to minor updates to income figures.

k) Proposal to authorise the Woodland Officer to spend up to £250 until 31.3.26 on any items required for the Woodland.

Unanimously approved.

9. Allotments: To confirm renewal proposal re licence land in front of the Cedars

Unanimously approved to renew licence for one year.

10. Scout Hut

a) To receive update on draft lease progress

Noted updates and queries have been relayed with our solicitors.

b) To approve any actions required

Clerk to get full details from Scouts regarding 'works' and to liaise with solicitors to finalise.

c) Any other matters

To note this item will be in camera going forward due to commercial nature of the subject.

Note: Cllrs D & N Foster declare an interest in the following item due to residential proximity to the community centre.

11. Community centre sale

a) To note meeting arranged with SCC and Oxlip with working group as agreed at Mendlesham Community Centre Charity meeting

Noted

b) To confirm matters to be discussed at the meeting

Red line map. Changing rooms: current maintenance responsibilities & future use. Parking arrangements and maintenance. Agreement for use post sale. Defibrillator. Access for CCTV.

c) Any other matters

None

12. Installation of Coronation Bench. To approve action required to obtain road signs and barriers from SCC Highways.

Action approved subject to formal confirmation relating to conservation area.

13. Litter picking. To approve action required to obtain a banner for litter picking.

Unanimously approved.

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

Playingfield matters to be listed higher up on the agenda going forward to allow discussion with members of the public if required.

Confirmed S Jones details and access have been removed from all systems.

Meeting closed 9.27pm