

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 4 June 2025 at 7pm.

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

MSDC/SCC Cllr A Stringer

4 members of the public

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

Acceptance of apologies: Confirmed.

Filming speech was read out.

2. Interests

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

Cllrs Foster declared a non-pecuniary interest in item 5.c due to being members of Green Peace and Friends of the Earth who openly support renewable energy and thus solar farms.

Cllr Lummis declared a non-pecuniary 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

7.04pm 1 member of the public arrived

3. Minutes:

a) To approve minutes of ordinary meeting 7.5.25 as a true and accurate representation

Pages 2197 – 2201 inclusive were unanimously approved and signed by the Chair as an accurate representation.

b) To approve minutes of Annual Parish Council meeting 7.5.25 as a true and accurate representation

Pages 2144-2146 inclusive were unanimously approved and signed by the Chair as an accurate representation

4. Reports

a) SCC/MSDC Cllr Stringer

Reports noted with no questions

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

A parishioner raised concern over the continued issues with drainage and flooding along Chapel Road. Confirmation of the work that had been done and information of future works was requested.

Cllr Stringer advised that Suffolk County Council were proactively looking to resolve the issue along with landowners and their aim is for it to be completed before this winter. Cllr Stringer will request the report from highways to be shared with the Parish Council for full details.

A parishioner asked if it would be possible to install signage around the entrance/exit of the byway that joins on to Old Station Road opposite the Wash Lane junction, as the view is very limited due to the hedgerows and poses significant danger, particularly to horses and their riders. Cllr Stringer will ask Suffolk County Council if suitable signage can be installed.

7.24pm 1 member of the public left

5. Planning matters:

a) Applications:

DC/24/04832 - Land South Of Glebe Way, Mendlesham, Suffolk,

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: Amended plans and information dated 22.05.2025**

It was discussed and unanimously approved to respond reiterating points raised in the two previous responses to this application.

"Re-consultation DC/24/04832 Land South of Glebe Way

We still support this application and recommend that the LA refers to our two detailed responses sent previously. (Dated 09/12/2024 & 08/05/2025)

Additionally, although we do not want to reiterate all of the valid comments already made by ourselves and other consultees, we wish to emphasise the following points:

- *MP1 of the Mendlesham NP requires that affordable housing is distributed throughout the site. Both the Parish Council and the Strategic Housing consultee feel that this is not fully addressed by having blocks of these. "Pepper-potting" these homes is needed*
- *We mentioned the need for a small play area on the site. The PC still has concerns about this. To access the existing play area and field necessitates crossing Old station Road. Traffic on this road has increased in recent years. Therefore, we suggest two alternatives.*
 - *Either a small play area on the proposed site, installed and maintained at the expense of the applicant or residents of the new site through a Residents Management Group, (i.e. at no future cost to the Parish Council)*
 - *or a suitable crossing point on Old Station Road to allow access to the field via the entrance to the school.*
- *Water Alliance require discharges to be according to National Standards and Anglian Water had an objection regarding used water system and connection to foul system due to capacity. Environment Agency required more info regarding a Foul Drainage Strategy. We, too, have concerns as, if our sewerage infrastructure is nearing capacity as suggested, this development needs to take that into account*
- *SCC Highways had a holding objection recommendation and require footpaths and cycling to be addressed. They also require bus stops near the site. We believe these points to be important."*

b) Other applications: None

c) Correspondence:

WHITE ELM SOLAR FARM - The project team has taken a decision to pause development of the project indefinitely. Please note that the ongoing non-statutory consultation has been cancelled with immediate

effect. This includes the two public consultation events on Saturday 31st May and Wednesday 4th June.

Noted and acknowledged that despite public speculation they have not provided any further information or detail as to why the project development has been paused.

Proposed Revised Community Infrastructure Levy (CIL) Charging Schedules – Babergh and Mid Suffolk District Councils – six-week consultation 28th May to 9th July 2025 The revised CIL Charging Schedules and associated documentation along with this notice are available for public inspection: • on the Councils’ websites at www.babergh.gov.uk/community-infrastructure-levy and www.midsuffolk.gov.uk/community-infrastructure-levy. • at the Councils’ office at Endeavour House, 8 Russell Road, Ipswich, IP1 2BX (weekdays 8am to 5pm), and at the Customer Access Points at Sudbury Library, Market Hill, Sudbury, CO10 2EN (Mondays and Thursdays 9am to 5pm) and 54 Ipswich Street, Stowmarket, IP14 1AD (Mondays, Wednesdays and Thursdays 9am to 5pm, Tuesdays 10am to 5pm and Fridays 9am to 4.30pm).

Noted – see further details in report as appended to these minutes.

d) Results:

DC/25/01316 1 Freelands, Mendlesham, Stowmarket, Suffolk IP14 5TW Householder Application - Erection of a single storey side extension – GRANTED

Noted

DC/25/01100 7 Old Station Road, Mendlesham, Stowmarket, Suffolk IP14 5RU Householder Application - Installation of a dropped kerb. – GRANTED

Noted

DC/25/01126 Green Acres, Cotton Road, Mendlesham, Stowmarket Suffolk IP14 5SP Householder Application - Erection of a two storey rear and first floor extension, erection of a porch, and double garage with accommodation above (following demolition of existing) and creation of a new access. – REFUSED Noted with comments that the meeting in April where this application was due to be discussed was not quorate and therefore the MPC were unable to make a response.

e) Any other planning matters

Babergh and Mid Suffolk District Council Neighbourhood Planning - Interim Housing Requirement Advice To receive brief report on provisional figures for housing requirements in Mendlesham

“This advice explains the Councils’ formula for calculating a proportionate representation, at a Town and Parish level, of the standard method district housing requirements set out in the Government’s new National Planning Policy Framework (NPPF). The application of this formula enables the Councils to indicate an interim housing requirement for each Town and Parish area, in advance of the Babergh and Mid Suffolk Joint Local Plan Review, where a full range of alternative spatial strategy options will be identified and explored. The figures for Mendlesham are:

Parish (ONS labelled)	Indicative requirement over 20- year period	Identified residual dwellings (on	Permitted residual dwellings (on	Indicative requirement minus

		commenced sites)	not started sites)	permitted dwellings
Mendlesham	200	32	38	130

Neighbourhood Planning groups are recommended to consider these requirements in plan-making in order to mitigate the risk of non-compliance with the NPPF and the Joint Local Plan Review.”

6. Reports

a) Clerks report & delegated decisions

Correspondence:

Scout Hut – our solicitors have sent the draft lease to the Scouts solicitors, requesting the detailed plans, that have been approved through planning, to enable correct wording for the definitions of ‘Practical Completion’ and ‘Works’. Once this has been done, it is my understanding that this should create a ‘final’ version to be approved and then signed by both sides.

Suffolk’s district and borough councils have just launched a wide-reaching survey inviting residents, businesses and communities to help shape the future of our county. This are alongside the series of sessions being provided by Suffolk County Council. The County and District Council appear to have differing views on becoming a single unitary council. Suffolk County Council are holding a briefing on 10th June in Debenham, two representatives from the Parish Council will be in attendance.

MSDC are conducting a Community Governance Review Should the parish/town wish to make a submission the submission window will open from 27 October 2025 to 7 November 2025.

b) Chairs report

The Chair reported that there is someone interested in becoming a Parish Councillor. Clerk to confirm details for co-option.

c) Questions to the Chair

None

7. Playingfield matters

a) i) To note safety inspection report received

Reports received for both Mendlesham and Mendlesham Green playingfields were noted

ii) To consider and approve any action required to equipment

It was unanimously approved that all items marked as risk number ‘8’ or above were to be addressed, with a working group to be established to undertake the works across both playingfields.

8.14pm Cllr Stringer left

b) i) To note hedges at the playingfield in Mendlesham on the boundary with Mill Road properties need to be cut down to max. height 1.8m

Noted

ii) To approve any action required and forward planning to avoid over growth in the future

Cut to be scheduled in September when nesting season is over. Diarise for annual cut thereafter.

c) i) To receive an update on items in the container and goal posts belonging to Maestros

Noted that items in the container belonging to Maestros had still not been cleared and goal posts remained beside the container.

ii) To approve any action required

Following the expiry of the 30 day notice already issued to Maestros it was unanimously approved to give a further 7 days notice before the Parish Council take action to remove and dispose of the items.

d) Any other playing field matters

A Cllr has offered to use their large trailer to take scrap metal to the recycle centre.

A Cllr to put the mower on eBay to be sold.

A new user is requesting regular use of the pitches on the playingfield. A meeting with Mendlesham Football Club to establish their needs for the upcoming season is needed as soon as possible. Cllr Lummis and Clerk were unanimously delegated to arrange the meeting and usage of the pitches for the upcoming season.

8.33pm 3 members of the public left

The Chairperson moved to rearrange agenda item 9 'W.I. 100th Celebrations' to be discussed ahead of other items due to interested public attendance.

9. W.I. 100th celebrations

a) To receive update on progress of fruit trees being planted in Mendlesham Woodlands

Representatives from the WI and Woodland group have met and have an area provisionally designated in the Woods that would be suitable for planting the fruit trees.

It has been requested that further trees could be planted – map of suggested area of allotment land in Mendlesham Green circulated
Fruit trees/community orchard would be perfectly acceptable to have on allotment land, there are no restrictions on this, in fact it seems encouraged where there is unused allotment land.

There may, however, be a need to create a new working group that would undertake maintenance of these new trees as it would be quite different from the current allotment maintenance.

b) To consider request for further fruit trees to be planted in Mendlesham Green with locations to be discussed.

Other pieces of Parish Council owned land were raised as possible locations. Site maps to be circulated by the Clerk and site visits by Councillors ahead of next meeting to be made. Suggested E King the Catchment Resilience Officer for River Waveney Trust, and J Michele, from Woodlands working group, to be involved in site visits for their opinions.

c) Any other matters

None

9pm 1 member of the public left

Chair requested an extension to allow discussion of the remaining agenda items.

8. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

Unanimously approved

DD	88.71	Nest May 25
OL	188.87	May 25 Street Cleaning
OL	1,186.37	Admin May 25
OL	26.00	Clerk 1/12 th annual payment for use of home as an office
OL	45.59	Refreshments for Annual Parish Meeting
OL	43.20	Allotment training SALC
OL	2,679.63	Ansvar Insurance Community Action Suffolk 01.06.25-31.05.26 (subject to agenda item 8.g)
OL	216.00	Playquip Leisure safety inspection Mendlesham Green
OL	288.00	Playquip Leisure safety inspection Mendlesham
OL	147.54	Heartbeat Trust defibrillator pads x2 for Mendlesham Green

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

Unanimously approved

c) 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

All documents were confirmed as read and understood and unanimously approved

d) To confirm the asset register as at 31.3.25

Unanimously confirmed

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

Unanimously approved

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

Considered and unanimously approved

g) To note amended quote for insurance policy wef 1.6.25

Noted and unanimously approved for payment

h) Any other urgent financial matters

Noted Public Right of Inspection of Accounts for ye 31.3.25, Tuesday 10th June – Monday 21st July 2025

Noted AGAR Submission to external auditors deadline of Tuesday 1st July 2025.

10. St Joseph Centre To receive a report on current status

It was noted that the property had reportedly been sold, however no official details have been received from the trustees.

Members of the Parish Council are still receiving queries or concerns relating to the sale and where or who the funds from the sale will go to. The Trustees when asked previously have advised that no immediate plans are in place but will provide details as and when they are able to do so.

The charitable objectives have been updated when registering with the charity commission and concerns were raised by residents over the wording.

It was agreed that the Clerk requests a copy of the deeds in full from the Charity Commission.

There are certain community organisations that have a pecuniary interest in the property and are in contact with the Trustees regarding this.

It was once again noted that the Parish Council have no direct interest in the St Joseph's Centre as a property or a charity but are acting in the interests of parishioners.

11. Emergency Plan

a) Report

Progress with producing an information leaflet to go to all houses in the Parish and public buildings where possible. The final draft leaflet was circulated to all Cllrs ahead of the meeting.

It was questioned whether the Emergency Planning Co-ordinators for Mendlesham and Mendlesham Green should be included in the useful contacts however it was advised the purpose of the leaflet was a little more generic and there will be other publishings with more localised information in the future.

b) Any other matters

12. Clerk Jury Service

a) To note Clerk has been summoned for Jury Service from Monday 7th July for 10 working days, with the possibility of being longer if required. Emails to be checked briefly when possible in case of any urgent items that need attention, otherwise all other, non-urgent, work will be addressed once Jury Service has completed.

Noted.

Chair to be made aware of anything needing urgent action.

b) To consider and agree payment arrangements for this period.

It was unanimously approved that the Parish Council do not pay salary for the period of Jury Service on the basis that the Clerk can claim this as loss of earnings through the courts. It was also unanimously agreed that if the claim from the courts results in any loss of salaried income that the Parish Council would pay the difference.

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

Noted chasing action was required promptly regarding the storage container as this has been raised as an issue for a number of months. A meeting for the Community Centre Charity and Memorial Playingfields Charity to be arranged for 7pm Monday 16th June at the Old School Room. It was requested that the Cllrs received the draft agenda ahead of official publishing to allow more time for Cllrs to be aware of the topics and raise any questions ahead of public publishing.

Meeting closed 9.35pm