

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Mendlesham Bowls Club Clubroom, Mendlesham, Wednesday 6 August 2025 at 7pm.

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

2 members of the public

Apologies: Apologies: D Lummis (personal reasons), H Orton (personal reasons), S Hyde (personal reasons)

Acceptance of apologies: Confirmed.

Filming speech was read out.

Cllr Davey as acting Chair gave confirmation that Cllr H Orton has resigned from position of Chair with immediate effect. Cllr H Orton will remain as a Parish Councillor. An extra ordinary meeting to be arranged for Tuesday 12th August for a new Chair to be elected.

2. Interests

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

Cllr Judd declared a pecuniary interest in item 6.a Planning application as neighbouring property. Note: Cllr Judd will leave the room while this item is discussed.

b) To agree any dispensations regarding any declarations of interest

None required.

3. To co-opt a Mendlesham Parish Councillor

The candidate provided a summary further to experience and skills previously circulated to the PC and answered questions put by the Cllrs.

The Chair took the meeting into camera at 7.17pm to enable Cllrs to deliberate and vote.

Mr Mark Brennan was unanimously co-opted as a Mendlesham Parish Councillor. His eligibility to stand was confirmed by the Clerk ahead of the meeting.

4. Minutes: To approve minutes of ordinary meeting 4.6.25 as a true and accurate representation

Amendment proposed by Cllr Allen, seconded by Cllr Davey. Vote to approve amendment was unanimous with one abstention.

To be included in the minutes following Clerks Note after agenda item 2.b:

Cllr Allen raised a query over whether the interests declared by Cllrs Foster and Cllr Ward were pecuniary or non-pecuniary in relation to their membership of the CLT. The Chair described Cllr Allen as disruptive. Cllr Allen chose to leave the meeting at 7.07pm as if it had gone to a vote, Cllrs Allen's opinion was that it would damage the meetings progress and the public perception of the Parish Council.

Action Clerk: Draft minutes to be updated and presented for approval at extra ordinary meeting 12th August.

7.40pm the Chair took the meeting back into public session.

Continued 3. To co-opt a Mendlesham Parish Councillor

Mr Mark Brennan was advised of the unanimous vote to co-opt as a Mendlesham Parish Councillor.

Clerks note: His Acceptance of Office was duly signed at the end of the meeting.

5. Reports

a) SCC/MSDC Cllr Stringer

None

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

None

7.41pm Cllr Judd left the room for the following agenda item due to declared interest.

6. Planning matters:

a) Applications: Applications: DC/25/02523 - 5 Church Road, Mendlesham, Stowmarket, Suffolk IP14 5SF Householder Application - Install 2no. rooflights to garage building

The PC were in agreement with the recommendation made by Heritage and unanimously support the application.

7.44pm Cllr Judd returned to the meeting

b) Other applications: None

c) Correspondence: None

d) Results: None

e) Any other planning matters: None

7. Reports

a) Clerks report & delegated decisions

Finance:

MSDC Cleansing Grant for 2025/2026 has been received on 25th July 2025 for the sum of £2,222.22

MFC and Netball Team have both paid the remaining instalment of their respective hires.

Delegated decisions:

None

Correspondence:

Following the last meeting, I am in communication with SALC to request further information and clarification on the topic of Declaring Interests and Dispensations, in the hope that there may be someone available for a bit of a Q&A session so that everyone is clear on what is required. I will keep

the Cllrs updated on this. There may be a need to revisit our Standing Orders.

Flooding issues continue to be a hot topic with parishioner enquiries. The latest update for Chapel Road has been circulated and published on our facebook page and e-news. It will be helpful to continue to provide updates publicly when any information is available going forward.

NALC has partnered with Action with Communities in Rural England (ACRE) to launch a new survey designed to help parish and town councils enhance their flood resilience. The short survey will capture what information and support parish and town councils need to better plan for flooding.

The results will directly shape the development of practical resources tailored to local needs, ensuring that any future resources are genuinely helpful and relevant. Survey closes on 29th August 2025.

Martyn's Law: New Guidance for Local Councils

The Martyn's Law Steering Group has published a detailed advice note for parish and town councils. It outlines key aspects of the upcoming legislation, including terrorism awareness, emergency planning, publicly accessible locations, and community resilience.

The note also highlights the role of clerks, council responsibilities, and available support, helping councils prepare for the law's implementation. This does not appear particularly relevant to us immediately but it will once we look at our policies for the new build community centre.

Scouts are keen to support with the suggested 'clean up' of the play equipment in Mendlesham and Mendlesham Green following review of the inspection reports.

b) Chairs report

None

c) Questions to the Chair

None

The Chairperson moved to rearrange agenda item 7.e 'Any other playing field matters' to be discussed ahead of other items due to interested public attendance.

8. Playingfield matters

a) To receive an update on outstanding invoices

Non-payment of outstanding invoices was noted.

Possible options for reclaiming money owed were advised with full report to follow.

b) i) Report on the changing rooms

See report as appended to these minutes.

ii) To approve any action required

Unanimously approved for Clerk to begin obtaining quotes for recommended roofing works.

Details for cleanliness and supplies to be considered at next meeting.

c) Any other playing field matters

The grass cutter has been put online for sale but no offers received to date.

9. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

Unanimously approved

DD	51.89	Nest July 25
OL	188.87	July 25 Street Cleaning
OL	800.06	Admin July 25
OL	26.00	Clerk 1/12 th annual payment for use of home as an office
OL	22.95	J Lawes Ltd – repairs to playingfield multi play seats
OL	45.96	Wave – water rates Mendlesham Playingfield 30 Jan – 29 July 2025
DD	1,129.27	PWLB repayment (DD taken 7 th July 2025)

b) To confirm bank reconciliation as at 31.7.25

Postponed due to application error producing report.

c) To note transfer of funds held in EMR for CLT to their own bank account

Noted. Clerk confirmed amount £121.64

d) Any other urgent financial matters

None

10. Scout Hut

a) Report

Queries raised by Scouts relating to Heads of Terms were circulated ahead of the meeting.

It was unanimously approved that the existing Heads of Terms still stand, particularly in relation to the insurance.

b) To approve any action required

Clerk to advise solicitors

c) Any other matters

None

11. Facebook

a) Report

See report as appended to these minutes

b) To approve any action required

It was approved to continue use of facebook page, however emphasised that time spent should be minimal.

c) Any other matters

None

12. Asset Inspection

a) Report

See report as appended to these minutes

b) To approve any action required

Immediate remedial works as per report approved. Items that may need attention in the future were noted.

c) Any other matters

None

13. Devolution

a) To receive a report on Devolution and Implications on the Parish Council

See report as appended to these minutes

b) Approve any action required

No immediate action required. Noting further information to come in due course.

c) Any other matters

None

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

Estimated roll out of new bin collection schedule is April 2026, which will include kerbside glass collection, therefore the glass recycling bins will remain at The Kings Head, Mendlesham.

Meeting closed 8.42pm