

## **Mendlesham Parish Council**

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 8th March 2017 at 7.30 pm.

**1. Present:** Cllrs M Exley ( Chairperson), A Davey, D Foster, N Foster, H Orton, M Watson, E Ward, S Webb and S Jones (Clerk), SCC/MSDC Cllr A Stringer and one member of the public.

**Apologies:** It was noted Cllr Nunn would be late.

The Chairperson welcomed all to the meeting.

The filming statement was read out.

### **2. Interests:**

**a) To note Councillor's declarations of interest in any of the following agenda items.** It was noted that Cllr Exley lives next to the Church regarding the planning application for works to trees.

**b) To agree any dispensations with regard to declarations of interest.** Not required.

**3. Police report:** The February newsletter had been previously circulated and was noted.

**SCC/MSDC Stringer:** See Cllr Stringer's reports as appended to these minutes.

**Public Forum:** No matters raised.

**4. Minutes:-** to approve for accuracy and as a true record of

a) Extra Ordinary meeting held on 20th February 2017.

Pages 1468-1469 were unanimously approved, signed and dated by the chairperson.

### **5. Report on Neighbourhood Plan**

See Mr Moore's report as appended to these minutes. The referendum result had been 94.25% in favour of adoption, turnout 36.7%. It was also noted that a final report for the project, including the financial cost of the Neighbourhood Plan would be completed over the next few days.

The need to complete a new Housing Needs Survey and consider site allocations was noted and it was agreed a Housing Needs Survey would be an agenda item for the next meeting. **Action: Clerk.**

8.05pm The member of the public left the meeting.

### **6.Planning:**

#### **a) Applications:**

#### **0712/17 Land adjacent to Jasmine Cottage, Hobbies Lane,**

**Mendlesham:** Outline planning permission sought for the erection of a two storey dwelling with garage.

It was noted that the position with regard to garden development was currently the subject of Appeal further to a court case regarding Dartford Council. The lack of a Mid Suffolk District Council five year land supply, up to date local plan and the inability to rely on local planning policies meant that this application would be likely approved. Page 1470

The weighting of the Mendlesham Neighbourhood plan in any decision was also yet to be tested, with this application potentially meeting the Neighbourhood Plan policies with the exception of being outside the red line/ not immediately adjacent to the village red line, albeit in a hamlet that had experienced recent development.

The importance of providing a local view for all applications, notwithstanding the District/National planning climate was noted, but Councillors were unable to provide local reasons for proposing that this application should be refused other than distance from services/ lack of pavement footpath to village and services.

**Action: Clerk** to respond on this basis.

8.10pm Cllr Nunn and a member of the public arrived.

**0694/17 St Marys Church, Church Road, Mendlesham :** Works are required to 42 Lime Trees along the Church Road, Mendlesham The trees at this site are generally in good condition and stand between 17 and 23 M in height. All trees as shown on the attached street plan require routine arboricultural management as part of general grounds maintenance operations, such as deadwood removal, crown lifting up to approx 5m, reduction by approx 25% and reduction from overhead services to reduce nuisance of branch encroachment etc

Unanimously recommended for approval.

**b) Results:**

**4670/16 Land adjacent to Willow House, Mill Road, Mendlesham:**

Outline permission sought for the erection of three detached dwellings, construction of new vehicular access ( All other matters reserved)  
Granted.

**c) Correspondance:**

A white paper for consultation regarding Housing had been received and circulated. **Action: Chairperson/Clerk** to prepare a response for approval.

**7. Reports:**

a) Clerks report & delegated decisions: Actions taken from last meeting and correspondence received since last meeting.

Financial:

Allotment hire fees still to chase.

£3000 Cllr's Stringer SCC Locality grant for Community Centre soundproofing confirmed with cheque in the post.

Co option of latest Parish Councillor vacancy- confirmation received that election not requested so can coopt as a casual vacancy.

ICO registration to 16.2.18 reference ZA098209 confirmed.

New dog bin: chased MSDC twice by email to see if position acceptable. If not heard this week will need to phone.

Correspondence:

Scouts re complaints received re Scout Hut Site. **Action Clerk:** to arrange a meeting.

SALC request and compliments for Cllr Orton's experience as Councillor for new website and publicity for new Town Councils in Waveney.

**Delegated Decisions by Clerk :**

Mr Gardiner to purchase further £60 replacements for Showers.

**b) Report from Village Organisation Representatives.**

Nothing reported.

**c) Report re Police Meeting.**

The clerk reported on a Parish Clerk/Police liaison meeting she had attended.

**d) Chairs report:** Mr Lummis would help Cllr Exley and Nunn identify drains on the Mendlesham Playingfields once the ground was dry. Further evidence was being obtained regarding ownership of a parish building.

**e) Questions to the Chair :** nothing asked.

**8. Mendlesham Parish Council Financial matters:**

**a) To approve invoices for payment.**

The following payments were unanimously approved.

DD	13.50	Google monthly fee including £8 renewal fee.
000596	1108.42	Suffolk County Council Street Lighting energy and maintenance 1.4.16-31.3.17
DD	16.80	Essex & Suffolk Water re Playingfields
000597	150.70	K Hales salary Feb plus tax rebate
000598	737.47	S Jones Feb salary
000599	72.28	Mendlesham Community Council re newsletter and NP info ( <i>Clerks note cheque destroyed and reissued in the name of Mendlesham Newsletter no 000609</i> )
000600	100.21	S Jones Jan-Feb 17 expenses
000601	150.00	S Jones Use of home as an office mins 25.3.09 p 805

**b) To review management information and position at bank.**

Management information as at 28.2.17 was reviewed and found to be all in order. The position at bank was also checked by Cllr Watson.

**c) Proposal to transfer balance of churchyard maintenance fund £1376 as at 31.3.17 to a new allocated reserve fund.** Unanimously agreed.

**d) To note " old" Mendlesham Memorial playingfields bank account has been closed and £5 balance transferred to the " new" account.** Noted.

**e) To agree proposed asset register as at 31.3.17.** Unanimously agreed.

**f) To consider grant requests and request to contribute £1500 to improvements to BY66.**

It was agreed not to contribute funds towards the improvements to BY66  
**Action Clerk** to advise and also enquire about progress regarding works to Hobbies/Whiteups Lane byways.

After discussion the following grants were unanimously agreed:

£200 Mid Suffolk CAB (LGA 1972, s142) ( chq no 000603)

£200 Suffolk Age UK ( Power of Competence ) ( chq no 000604)

£125 East Anglian Air Ambulance (Power of Competence) ( chq no 000605)

£125 Suffolk Accident Rescue (Power of Competence) ( chq no 000606)

£200 St Elizabeth Hospice (Power of Competence) (chq no 000607)

£100 East of England Ambulance Service re Mendlesham and Wickham Skeith First Responders (Power of Competence) (chq no 000608)

**g) To pay Clerk annual payment £150 for use of home as an office** ( mins 25.3.09 p805). Unanimously agreed (chq no 000601)

**h) To note current salaries.**

Councillors had been reminded of staff salaries from 1.4.17 via an email of 6.3.17. No further action was required. Cllr Exley signed a hard copy of the details, in accordance with financial standing orders.

**i) To consider Governance questions and statements for the year ending 31.3.17**

Cllrs considered the Governance questions and statements for the financial year ending 31.3.17 and considered everything was in order. Noting that the actual questions and statements for this year had yet to be received from the External Auditor.

**j) To consider the need for financial support to Mendlesham Community Centre Charity.** It was noted that this was not required this month.

**k) To note arrangements for Asset Inspection .** This was planned for 11th March.

**I) Any other financial matters**

After discussion it was agreed to create a new reserve for the new project to improve facilities at Mendlesham Playingfields of £10,000 as at 31.3.17.

**9.Any other business:**

It was noted that the Cllrs Foster would be attending a Police and Crime Prevention meeting in May ( details to be confirmed) and they asked all Councillors to let them know of any matters they would like raised.

It was agreed that the Parish Meeting would include a celebration of the completion of the Mendlesham Neighbourhood Plan.

Meeting closed at 9pm.