

Mendlesham Parish Council

A Parish Council Ordinary meeting was held in the Old School Room, Mendlesham on Wednesday 10th August 2016 at 7.30pm.

1. Present: Cllrs M Exley (Chairperson), A Davey, H Orton, D Foster, N Foster, D Nunn, E Ward, M Watson, S Webb and S Jones (Clerk) plus one member of the public.

Apologies: Cllr M Favager.

All were welcomed to the meeting and the Mendlesham Parish Council filming statement was read out.

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items. Nothing declared.

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

7.35pm The meeting was suspended to allow for the following:

Police report: The report on the Police web site dated August 2016 had already been circulated. The Clerk reported on the theft of milk from a number of properties in Front Street, Old Market Street and Ducksen Road. This had been reported to the Police.

SCC/MSDC Stringer: no reports available.

Public Forum: Nothing raised.

7.40pm Meeting reopened.

3. Minutes:

a) Extra Ordinary meeting held on Monday 25th July 2016.

Pages 1424-1425 inclusive were approved as an accurate record of the meeting, signed and dated by the chairperson.

4. Planning

a) Applications:

2850/16 2 Oak Farm Barns, Oak Farm Lane, Mendlesham : Provide external timber staircase to the side of existing cart lodge. See 0108/16-0038/12-3184/11. Unanimously agreed with no comment.

3084/16 Latin Hall, Brockford Road, Mendlesham: Erection of 2 no dwellings including associated works. After discussion it was proposed, seconded and agreed 8 in favour, 1 against to recommend refusal with the following reasons /concerns:

Location:

This proposal is outside the settlement boundary of the village and whilst our emerging Neighbourhood Plan indicates development abutting the existing settlement boundary would be considered, these properties would be some 200m away from the village boundary/red line and would commence a linear development along Brockford Road.

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The location is extremely close to a very important and protected area with the proximity of St Marys Church, which is Grade 1 listed and the associated open/protected surroundings. The new build would be central and detrimental to one of the most important views from Buces Hill and also Oak Farm Lane as you approach the village and would detrimentally affect this amenity.

Sustainability:

Whilst two new bungalows would be welcomed as an addition to the housing stock, there is no footpath for some 200m to the village. Brockford Road is extremely busy, being the main route into the village from the A140 and the road regularly floods from Latins Hall to the nearest footpath.

It is therefore not appropriate to suggest the residents of these properties would be able to access the village amenities safely by foot.

Flooding:

Notwithstanding the statement made by the applicants, the Environmental Agency data, based on information as reported to them is questionable? The maps provided show the new buildings being just outside the flood area and whilst the floor construction is able to be higher than normal, the Parish Council was extremely concerned that these properties will be vulnerable to flooding and will also impact on the effectiveness of the current water drainage system.

The flood plain of the River Dove regularly floods, during winter, but also other times of the year if there is very heavy rainfall. The maps provided show this will affect the gardens of the properties and whilst there has been some consideration to permeable materials used for the drive, parts of the garden show susceptibility to flooding and the footprint of the buildings will be removed from the current area currently able to act as a drainage area. The soakaway for the bungalows is also likely to be under water during flooding which will not help.

The council questioned if the data provided by the Environment Agency actually reflects the current position? There is also any future impact of climate change to be considered.

Habitat and Environmental Survey :

This appears to be absent and should be provided to determine the consequences of this development on the River Dove and associated flood plain meadows.

In summary, this application is outside National and District Planning policy and also the Emerging Neighbourhood Plan so should be refused.

3249/16 Russells, Hobbies Lane, Mendlesham: Erection of building for the purpose of garaging and ancillary accommodation.

Unanimously agreed with no comment.

b) Results:

2520/16 Bendalls Farm, Hobbies Lane, Mendlesham: Creation of a new vehicular access, associated wall and gates and drive/hard standing. Granted.

c) Correspondence: nothing

7.55pm The member of the public left.

5. Reports:

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

Financial:

External audit documents sent to BDO.

£327.60 MSDC Cleansing grant q1 2016/17 received.

New Cllrs: Cllrs Denise and Norman Foster have completed Declaration of Office and Register of Interests, MSDC advised accordingly and ROI on Mendlesham Website as required.

Road Junction: Chapel Road/Mayfield Way: contact by a resident who was concerned about visibility when coming out of Mayfield Way due to overgrown hedges/tall weeds. Reported to Suffolk County Council - advised issue raised is responsibility of landowner. Cllr Exley reported hedge has been trimmed back. No further action proposed.

Milk:

Further to contact from a resident and publicity via e news and the parish magazine, we have incidents of milk being taken from properties sometimes on more than once occasion over the past few months, including two properties on 1st August. Police aware, crime reference 37-44270-16. Properties include Front Street, Old Market Street and Ducksen Road.

Automatic Pension enrolment: Enquiry made if Council has to provide a pension scheme as per Section 1 of the guide now received. Only Clerk possibly eligible and query sent to advice team as to if the earnings criteria of earning more than £833 per month, relates to actual earnings received or contracted earnings.

Allotments : Report of persons using track beside Vine Cottage to dump hedge clippings on an unused allotment. Details circulated to all Cllrs. (**Clerks note:** Council agreed a letter should be sent to the resident concerned. **Action Cllr Orton and Clerk.**)

Correspondence:

Details of Police conferences: Cllrs Foster to attend. Page 1428

Delegated Decisions by Clerk :

None.

b) Report from Village Organisation Representatives.

Mendlesham Community Council: A report from Cllr Davey further to the last Community Council meeting had been previously circulated.

c) Report on Devolution.

Cllr Exley reported on the content of a conference he had attended, with further information also circulated to all Councillors.

d) Report re Woodland and disposal of wood.

Cllr Exley reported that he had spoken to the Woodland Officer. The trees to be removed within the woodland over the winter would be left for ecological benefits and the large tree currently blocking the footpath would be left, albeit with some branches removed to allow access for pedestrians and horse riders.

e) Report on flooding matters:

Cllr Exley reported that the tributary for the River Dove, near Glebe Way, had been checked and for this time of the year was considered relatively clear. A small area flowing through land near the Anglian Water Pumping Station was slightly overgrown, but with no information about who owned the land, there is nothing more that could be actioned.

f) Neighbourhood Plan report. See report as appended to these minutes.

d) Chairs report: The Chair had nothing to report that was not an agenda item.

e) Questions to the Chair:

A question was asked about using parish money for a thank you gift. The Clerk reported this was not possible.

A question was also asked and advised accordingly about the availability of a white screen for planning applications.

6. Financial matters: Mendlesham Parish Council

a) To approve invoices for payment

The following invoices were unanimously approved for payment.

000523 issued 20.7.16	290.36	Post Office -PAYE Q1 2016/17
000528	41.94	S Jones reimbursement stationary
000529	6.39	Business Services at CAS Ltd -add insurance prem, new playingfield seats and table. Page 1429
000530	46.00	Mendlesham Community Centre room hire

000531	30.14	J Downie reimbursement fuel for playingfields
000532	37.99	J Lawes Ltd roundup for woodland
000533	205.00	Heelis & Lodge internal audit pc ye 31.3.16
000534	1308.00	Playingfield table and seats £1090 plus vat
000535	200.00	Stowmarket Skip Hire scout hut demo.
000536	756.00	Traditional English Properties Ltd £630 plus vat concrete basis for playingfield seats
000537	217.01	Gipping Press Ltd Report and Accounts ye 31.3.16
DD	5.50	Google monthly subs
000538	150.70	K Hales salary plus tax rebate
000539	751.01	S Jones salary plus tax rebate
000540	205.67	S Jones expenses April- July 16
000541	108.00	Mendlesham Educational Foundation re hire of Old School Room Jan-Jun 16

b) To note internal auditors report and agree any actions as required.

The internal report for the year ending 31.3.16 had been completed, received from Heelis and Lodge and circulated to all Councillors. It was noted that there were no further formal actions required. However, Standing Order 18 needs to be updated to include Public Contracts Regulations 2015. **Action:** Agenda item for next meeting.

c) To review financial position to date, including management information and position at bank.

Management information as at 31st July 2016 had been circulated to all Councillors with no questions or matters of concern asked. The bank reconciliation as at 30th June 2016 was checked by Cllr Exley.

d) Parish Council financial arrangements to offset monthly bank fees and receive some interest for credit balances.

After discussion it was unanimously agreed to transfer £10,000 from the current account into the instant access deposit account (currently paying 0.05% gross interest).

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It was also agreed to transfer £40,000 into a new 32 day Notice account (currently paying 0.45% (BoEbank rate +0.20%).

Action: Clerk and Cllr Davey.

e) Any other financial matters:

It had been reported that the fritillary area in the Woodland was suffering from moles. It was agreed the Clerk should contact RSA Pest Management and obtain advice and a price to control moles in this Area with Councillors to then be advised/agree work via email.

7. Mendlesham Playingfields

a) 50/50 shop works -repairs and decoration.

Cllr Exley reported that Mr Triscott and himself would paint the exterior in the Autumn. The concrete and goalpost had been removed from the area outside. Further research would be undertaken regarding mowing the narrow area around the building.

b) Report on working party meeting re Playingfields plus any forthcoming proposals.

Cllr Nunn reported that the advisory committee for the new playingfield land had met and agreed responsibilities for maintenance. The Parish Council would cut the grass with help from Mendlesham Football Club (MPC) as required. The Parish Council would arrange fertiliser, spraying and sand as required with MPC to mark pitches. It has been agreed that this committee was no longer required as the project was completed, with informal meetings to take place on an ad hoc basis as required.

c)To agree meeting date for working party meeting re future use and refurbishment needs for Tennis Court area.

A date of 29th September was agreed.

d) Any other playingfield matters.

The gate nearest the Tennis Courts was not closing properly.

Action: Clerk

8. Mendlesham Scout Hut :

a) Report and to agree any requirements re demolition.

The front part of the building had been removed with the other part to be removed by the weekend.

b) To note planning application requirements for new building.

It was noted that a planning application had been submitted for a new building and advised that an exception for a CIL payment should be made as the building was being used for charitable purposes.

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9. Cil projects:

a) Report on CIL spending process and criteria.

Cllr Exley reported the need to commence a list of projects that may be financed via future CIL payments.

Action: Clerk an agenda item for the next meeting.

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

Nothing raised.

8.57 pm Meeting closed.