

MENDLESHAM PARISH COUNCIL
Ordinary Meeting
Wednesday 6 March 2024 at 7pm
Old School Room, Mendlesham

Members of the public may submit comments on any item on the agenda via email to the Clerk or letter to 11 Schools Close, Mendlesham IP14 5UQ, to be received by noon the day before the meeting. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting once approved, are available from the Parish Clerk and will be published as usual via www.mendlesham-pc.gov.uk

AGENDA:

- 1. Welcome, apologies for absence, acceptance of apologies and filming speech** 2 mins
- 2. To note MSDC confirmation for Mendlesham Parish Council to co-opt a new Parish Councillor** 2 mins
- 3. Interests** 2 mins
 - a) To note Councillor's declarations of interest in any of the following agenda items.
 - b) To agree any dispensations regarding any declarations of interest
- 4. Parish Clerk** 2 mins
 - a) To note the appointment of Amy Johnson as Parish Clerk wef 9.2.24
- 5. Minutes:** 2 mins

To confirm the following as a true and accurate representation

 - a) Ordinary Meeting 7.2.24
- 6. Reports** 10 mins
 - a) Police report
 - b) SCC/MSDC Cllr Stringer
 - c) Public forum - to receive written questions and matters of concern
- 7. Planning matters:** 30 mins
 - a) Applications:
DC/24/00570 Perkins Farm, Tan Office Lane, Mendlesham: Application under Section 73 of The Town and Country Planning Act 1900 – Variation of Condition 2 (Approved Plans and Documents) of planning permission DC/21/00973 dated: 22/02/2021 – Change of Use of land and erection of a detached holiday let (following removal of existing building) and siting 4No holiday pods; erection of cartlodge to serve Perkins Farm. To allow Revised style of holiday pods, Inclusion of CIL phasing plan and reduce size of garage/store.
DC/24/00571 Perkins Farm, Tan Office Lane, Mendlesham: Householder Application – Erection of single storey side extension and installation of screened ground mounted solar array.
DC/24/00572 Perkins Farm, Tan Office Lane, Mendlesham: Application for Listed Building Consent – Erection single storey side extension and internal alterations

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DC/24/00541 Wood Acre, Mendlesham Green: Householder Application - Erection of single storey front extension and detached double cartlodge, including re-positioning oil tank.

b) Results:

DC/23/04502 Cherrygate Farm, Norwich Road, Mendlesham: Planning Application - Erection of fabrication building (following demolition of existing buildings). - **Grant**

c) Correspondence: Suffolk County Council Local Transport Plan Consultation from 12.02.24 for eight weeks.

d) Any other planning matters

8. Reports

2 mins
(each)

a) Clerks report & delegated decisions

b) 34th Bomb Group War Memorial report

c) Other organisation reports: to include from Mendlesham CLT

d) Better Buses report (Cllr N Foster)

e) SCC devolution report (Cllrs D & N Foster)

f) Chairs report:

g) Questions to the Chair

9. Flood matters

5 mins

a) Report from Cllr Davey and Lummis

b) Any proposals or other matters relating to flooding

10. Mendlesham Parish Council: Financial matters

20 mins

a) To confirm payment of invoices

b) To note bank reconciliation and management information to 31.1.24

c) To note management information to 29.2.24

d) To confirm proposed transfers between earmarked reserves and general reserves

i) Clerk time for CLT reimbursement

ii) Clerk time for Mendlesham Community Centre Charity sale/new build project

iii) Any other transfers

e) To note the proposed asset register as at 31.3.24

f) To consider grant requests. To include contribution request to Mendlesham Community Charity Coronation Legacy Fund towards a bench located near the Old Station Road/Chapel Road junction.

g) To consider revision and agree Clerk annual payment for use of home as an office (previously mins 8.3.23 p2016)

h) To consider Governance questions and statements for the year ending 31.3.24 (FSO Effectiveness of Internal Control (pc and charities)

i) Any other urgent financial matters

11. Asset Inspection

5 mins

a) Report

b) Proposals further to report.

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12. Playing field matters:

20 mins

- a) 50 50 shop and football store building complex: To note Asbestos/ Building condition reports as received and agree the way forward.
- b) To confirm Vertus contract wef 1.4.24
- c) To confirm MSDC grasscutting contract wef 1.4.24.
- d) Any other playing field matters

13. Standing Orders: To confirm general and financial standing orders from 1.4.24.

2 mins

14. D Day and Beacon Lighting: 6.6.24

5 mins

- a) Report (Cllr N Foster)
- b) Proposal to delegate all responsibilities for this event to Mendlesham Community Charity (Cllr N Foster)

15. Emergency Plan:

5 mins

- a) To continue a review

16. Policies. To review

5 mins

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

2 mins

Amy Johnson
Parish Clerk 1.3.24