

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 7 December 2022 at 7pm.

Present: Cllrs A Davey (Chairman), P Allen, D Foster, N Foster, B Gardiner, D Lummis, D Nunn, H Orton, S Jones (Clerk) and SCC/MSDC Cllr A Stringer.

Apologies: Cllrs M Exley (personal commitments), S Judd (personal commitments) and E Ward (personal commitments). Council noted and confirmed the absences.

The filming statement was not 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 to any dispensations with regard to declarations of interest. Not required.

3. Minutes: To confirm the following as a true and accurate representation.

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Pages 1988-1991 inclusive were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

4. Police report: No report had been received.

SCC/MSDC Cllr Stringer: See reports as appended to these minutes. A question was raised regarding recent cycle thefts from Market Towns and what steps were being taken to provide secure storage for those visiting by cycle? Cllr Stringer was asked to report back.

Public forum: No members of the public present and nothing had been received prior to this meeting.

5. Planning matters:

a) Applications:

DC/22/05854 Pear Tree Cottages, 66 Front Street, Mendlesham.

Householder Application- Erection of a link extension between existing garage and house. It was unanimously agreed to recommend approval of this application subject to approval from the heritage officer.

b) Results:

DC/22/02021 Cartway Barn, Buces Farm, Mendlesham.

Householder Application-Erection of single storey lean-to plant room extension to house pressurised hot water cylinder, battery storage and three phase car charging point. Additional works to include installation of 3 No rooflights to north roof slope, French double doors to gable end, 14 No ground mounted Solar panels and installation of 1 No Air Source heat pump. Granted.

DC/22/02022 Cartway Barn, Buces Farm, Mendlesham. Application for Listed Building Consent -Erection of single storey lean-to plantroom extension to house pressurised hot water cylinder, battery storage and three phase car charging point. Additional works to include installation of 3 No rooflights to north roof slope, French double doors to gable end, 14 No ground mounted Solar panels and installation of 1 No Air Source heat pump. Granted.

DC/22/05152 Duncans Tan Office, Mendlesham Application for Listed Building Consent – Enclose existing open front lobby -grant.

c) Correspondence: A report to Mid Suffolk Planning Enforcement regarding Land next to 17 Brockford Road, Mendlesham was noted.

d) Any other planning matters: none.

6. Mendlesham’s Revised Neighbourhood Plan

a) Report: The following written report had been received from Cllr Exley.

Referendum results:

The declared result was as follows:

Response	No. of Votes Cast	Percentage of Total
Yes	339	93.4%
No	24	6.6%
Other	0	-
Total	363	100%

Further to the Referendum, the revised Modification Neighbourhood Plan has now been formally adopted by Mid Suffolk District Council for the period 2018- 2037, believed to be the first updated plan in the district . The Plan was formally adopted on the 24th November 2022 and replaces our earlier plan as part of the local suite of planning policies.

This is another first for Mendlesham, first in the District to have an adopted plan, now first in the District to have a modified plan. With thanks to everyone who has helped in whatever way, but in particular those on the Neighbourhood Plan committee who have spent so many hours of their time to reach this result.

This is now the development plan for Mendlesham Parish and must be the guiding document for planning decisions in the parish .

Our Plan allows for around 200 additional dwellings including windfalls between 2018 and 2037.

Mid Suffolk District Council are still in the process of completing a new Joint Local Plan and until this is confirmed and adopted, our Modified Plan should take precedence. We understand when the Joint Local Plan is formally adopted, that this will in effect override our plan if any differences occur. At the moment this should not concern us.

This rule is normal in English Law i.e. the latest document is the one you take as prevailing if any difference occurs .

b) Any other NP matters: Mr Moore had resigned from the Committee. His outstanding commitment to completion of the plan, particularly after moving from the Parish was noted.

Thanks were provided to all who had worked in whatever way to achieve this outcome.

Action: Cllr Davey to thank Mr Moore.

7. Reports

a) Clerks report & delegated decisions

Finance:

£200 Suffolk County Council payment received from Cllr Stringer Locality Budget re Mess Free Mendlesham.

Nat West account: incorrect account opened. Nat West have accepted their error and in processing of sorting.

External Auditor: PKF Littlejohn LLP appointed for year 2022-23 then five year period to 2026-27.

Remembrance : 13.11.22 St Mary's Remembrance Service 9.30 am.

Everything went to plan. Email sent to interested persons, positive comments and thanks received.

Scout Hut: Chased Scouts re confirmation of Heads of Terms . Scouts confirmed they were willing to enter into the Heads of Terms.

Charity Commission returns to 31.3.22 completed for Mendlesham Community Centre Charity and Mendlesham Memorial Playingfields Charity.

Suffolk County Council reports:

No 00378482 Mendlesham Green sign @ Cay Hill. SCC confirmed no action. No 00378471 overgrown Mill Road Lane hedge: SCC to take forward.

No 00378484 Water bubbling from manholes Oak Farm Lane/ Church Road. SCC to monitor.

Delegated decisions: None

Correspondence:

Request for grant support from St Elizabeth Hospice
Correspondence regarding changes to Mendlesham paper monthly newsletter

WAVE communications regarding playing fields meter.

b) Any other organisation reports: none.

c) Request for assistance from a village organisation. Noted.

Action: Cllrs Judd, Orton and Clerk.

d) Chairs report: The Chairperson had attended MSDC CIL training.

8. Financial matters

a) To confirm payment of invoices:

The following invoices were unanimously approved for payment.

OL	22.50	S Jones reimbursement JMAT booking 18.4.23 Parish Meeting room hire fee.
OL	65.00	Fields in Trust annual membership.
DD	18.40	Google monthly subscription
OL	72.00	Gipping Press NP banner for referendum
DD	84.89	Nest November 22
OL	144.48	November Street Cleaning
OL	1121.31	November Admin
OL	54.34	J Lawes Noticeboard materials
OL	618.76	Vertas Group Ltd. Moss treatment to Mendlesham Playing fields

b) To confirm adoption of NALC/LGA 2022-23 National Salary Award. Unanimously confirmed.

c) To review bank reconciliation and management information to 30.11.22. Noted with no questions asked.

d) To continue budget work for the year commencing 1.4.23.

Draft information had been circulated in advance by the RFO. It was noted that currently there was approximately an £8k deficit in the proposed budget. The expenditure budget lines were thoroughly discussed with the following actions confirmed:

- Training to be reduced from proposed £1k to £500. It was noted this was an election year and new Councillors may require training, in addition to existing Councillors and Clerk requiring training.
- Stationary and Subs proposed £1200. Councillors would review a breakdown of items within this expenditure line at the next meeting. **Action Clerk.**

- Contingency was a balancing figure but the proposed amount of £2039 would be reduced to £1000. It was noted that this would likely prevent expenditure on unanticipated items.
- Extra Street Cleaning. It was noted this year spending included Mess Free Mendlesham expenditure (Clerks note: Income from the SCC Locality Grant £200 provides a contra) and protective clothing for the then new street cleaner. It was agreed to reduce the proposed budget line from £908 to £400.
- Playingfield: it was noted this was a possible area of further expenditure if there were price increases with the maintenance contract at the end of March 2023. However, at present the proposed budget of £9100 would be reduced by £500 with no Rospa report commissioned this year. It was noted the last report had been received early in the financial year ending 31.3.23.
- Street Furniture: Proposed budget line to be reduced from £300 to Nil.

Councillors also considered the implications of changes to the Tax Base using Band D property fees as a guide. **Action: Clerk** to provide Precept options to include 100% of the deficit for the next meeting.

A question was raised " does the tax base" include the recent properties along the Brockford Road. **Action: Clerk** to ask MSDC.

e) To note grant request from St Mary's Church, Mendlesham, confirm required paperwork and timescales to consider application.

A request had been received for financial assistance towards:

- i) Completed Tree works and repair and replace fencing alongside the public footpath . Approx £3k cost.
- ii) Future works to the North footpath to the front porch to enable easier access for wheelchair users. Approx £1400 plus vat.
- iii) Grass Cutting costs e.g. fuel and equipment.

The Council very quickly agreed due to the financial difficulties as seen in preparation of next year's budget and the management information to date for the year ended 31.3.23, finances would not permit further consideration of these requests. **Action: Clerk** to advise accordingly.

f) Any other financial matters. None.

9. Playing field:

a) To note unauthorised car parked in Mendlesham carpark and actions taken to date. It was noted that contact had been made with the owner and a date for removal by 25.12.22 agreed.

b) To agree actions to remove car. Not discussed.

c) Any other playing field matters. None

10. Mess Free Mendlesham

a) Report: See report as appended to these minutes.

b) Proposal: to purchase additional equipment @ £250 and agree funding. After discussion, an amount of £100 to be spent as part of this year's budget (*Clerks note before March 2023 meeting*) was unanimously confirmed in case of need, with required items to firstly be sought from Mid Suffolk District Council, **Action.Cllr Stringer** or donation. **Action.Cllr Lummis.**

11. Mendlesham Community Charity

To confirm what should happen to items stored in the MCC Shed. After discussion it was agreed the items should be disposed of. **Action: Clerk.**

12. Any other business: none

Meeting closed 8.22pm