

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 5 April 2023 at 7pm.

Present: Cllrs A Davey (Chairman), P Allen, M Exley, D Foster, N Foster, B Gardiner, D Lummis, H Orton, E Ward , S Jones (Clerk).

Apologies: S Judd (personal reasons) and D Nunn (work reasons).
SCC/MSDC Cllr A Stringer, had reported he would be late.

Acceptance of apologies: Unanimously agreed.

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.

Cllr Lummis reported as a matter of transparency that his brother lived at part of the Mendlesham Manor complex of dwellings re planning application DC/23/00979.

Cllrs D and N Foster reported an "other registrable interest" as they are both members of Mendlesham Community Charity Committee for agenda items 7d and 8c.

Cllr Exley reported as a matter of transparency that he lived next to the property for planning application DC/23/01229.

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.

Ordinary Parish Council Meeting 8.3.23

Pages 2012-2019 inclusive were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

4. Police report: Nothing to report.

SCC/MSDC Cllr Stringer: It was agreed to wait until Cllr Stringer arrived for this agenda item.

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

5. Planning matters:

a) Applications:

DC/23/00979 Land adjacent to Mendlesham Manor, Brockford Road, Mendlesham: Planning Application- Installation of 80 no ground mounted solar panels, on 10 no frames, each frame holding 8 no panels and battery backup system. After discussion it was unanimously provide the following comments:

In principle there is no objection for the installation of solar panels for the reasons provided. However we have concern about the number i.e. 80 panels and question if fewer would meet the property needs? We support the Suffolk County Council questions about potential glare from the panels for road users. We would suggest for the amenity of footpath users the fenced area is planted on all four sides.

DC/23/01229 The Barn, Chapel Road, Mendlesham Application for works to trees in a Conservation Area- Fell 1 no Metasequoia Glyptostroboidea. Unanimously agreed to support this application, subject to approval from the Tree Officer.

DC/23/01258 Suffolk Barns, Norwich Road, Mendlesham IP14 5NQ Application to determine if Prior Approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class F) to Dwellinghouses (Use Class C3) Town and Country Planning) General Permitted Development) Order 2015 (as amended) Schedule 2, Part 3, Class MA -Conversion of existing Restaurant to Dwelling.

After discussion it was unanimously agreed, Mendlesham Parish Council is not qualified to confirm if Prior Approval is required and to provide the following comment. "Based on the opinion that the proposed change of use is for the building as identified only i.e. not the whole red line site as detailed in the application, we do feel it is a shame for the Parish to lose this opportunity for new business or services for the Parish.

SCC/MSDC Cllr A Stringer, arrived.

b) Results:

DC/23/00397 Cartway Barn, Buces Farm, Mendlesham Discharge of Conditions Application for DC/22/02022 -Condition 3 (Agreement of Materials and Condition 4 (Fenestration) determined.

DC/23/01032 Challacombe House, 60 Front Street, Mendlesham. Notification of works to Trees in a Conservation area -Reduce 2no Prunus Trees (T1 and T2) by 2m and reshape. Fell 1 no Holly (T3). Reshape 1no Holly (T4), Fell 1 no Laurel (T5) and remove 2 no shrubs (T6 and T7). No objection.

c) Babergh & Mid Suffolk Joint Local Plan Examination – Proposed Main Modifications and Policies Map Changes Public Consultation

- i) Report (Cllr Exley and Clerk). Report as appended to these minutes had been previously circulated and was noted.
- ii) To agree any consultee responses: Option B from the report was unanimously agreed regarding SP02/MM8. All other proposed responses were unanimously confirmed. **Action: Clerk**

d) Correspondence:

Correspondence had been received from local residents with regard to an agricultural operation in Mendlesham. Cllr Lummis reported as a matter of transparency, the residents were members of his extended family.

e) Any other planning matters. Further to the correspondence received it was agreed to ask Cllr Stringer to report the concerns to MSDC Environmental Health and the Clerk to ask the Environmental Agenda to investigate as a matter of urgency. **Action: Clerk**

An Extraordinary meeting was agreed for 19 April 2023.

6. Mendlesham's Woodland

a) To review outstanding works further to Hayden's report 2.2.22. (Woodland Officer/Cllr Gardiner). The Woodland Officer had reported that no further progress could be made as the tree tops were still not green. **Action: Clerk** to diarise for the June meeting.

b) Any other woodland matters: Residents had queried with a Councillor, why the large trees had been cut down/ reduced in size. Action: Clerk to draft some words to be used as part of the monthly newsletter/E News to explain.

A request had also been made for an orchard to be planted. It was agreed a proposal with location should be requested.

7. Reports

a) Clerks report & delegated decisions:

Finance:

Cleansing Grant quarter ending March 2023 £432.25 received.

VAT s126 return 1.4.22-28.2.23 £1876.85 received.

HMRC PAYE letter re overdue amount of £328.18. After investigation, confirmed by a phone call to HMRC, 22.3.23, the Q3 payment had been allocated to the incorrect months. Now adjusted, they have confirmed we will pay no interest due to this mistake. Only payment required, as per invoices for q4 due before 22.4.23.

2022/2023 External Audit: Deadline for approved AGAR and supporting documentation 3.7.23. Selected for intermediate review as part of 5% sample.

£55.48 UK Power Networks Wayleave received.

£25,500 MSDC Notification of payment for first half of Precept 23/24

Grasscutting:

Phone call from resident, advising he had been grasscutting the corner of Ducksen Road/ Chapel Road for many years, but was unable to continue. Advised MSDC accordingly. Have thanked the resident.

Hobbies Lane and Byways 61 & 62:

Further to resident contacts re ground conditions and an open water manhole, contacted Rights or Way who inspected. Ground conditions not considered as in need of further action. Water company should have repaired the manhole.

Mendlesham Airfield: Contact re potential author of Mendlesham airfield history guide- confirmed subject to content we will provide a link on Mendlesham web site.

USA War Memorial flower rota: currently researching with a resident who is the current coordinator.

Resident transport issues : local short term assistance had been obtained and Cllr Stringer reported this had already been notified to Connecting Communities.

Delegated decisions: None

Correspondence:

Thank you letters from Stowmarket Foodbank and Mid Suffolk CAB further to the parish council grants.

Solar Farm: Information from developer re proposed solar farm at Willow Farm, Middlewood Green.

Pensions Regulator: Re enrolment required before 25.6.23. Re declaration of compliance 24.11.23.

b) Other organisation reports.

County/District Reports. Cllr Stringer provided his reports as appended to these minutes. Cllr Stringer also reported the District planning procedures for a Committee "call in" .

c) Parish Meeting report. All arrangements were in hand

d) Street Fayre arrangements:

Cllrs D and N Foster reported an "other registrable interest" as they are both members of Mendlesham Community Charity Committee.

Clerk report: Hire is to Mendlesham Community Charity only. Hire fee £90 received. Contact requesting key holder details for gates. Have advised ground needs confirming as acceptable for hire the few days before the meeting. Request for gates to be opened on the Sunday- originally advised set up was possible subject to other hire arrangements on the Sunday.

Chair report: A meeting had taken place with the car park co ordinator, Cllr Davey and Cllr Exley. No use of parking over the top adult pitch had been confirmed- it was agreed this area would be cordoned off by the hirer. A request for paint markings had been agreed. Mention had been made of tractor rides on the playingfield.

It had been noted as part of the meeting that any such permission would need the tractor to have grass tyres.

Action: Cllr Lummis to investigate and advise other hire arrangements for the Sunday.

Action: Cllrs Davey, Exley, Gardiner, Lummis to meet as required to confirm ground acceptable for use in the week/days before the Street Fayre.

Action: Cllr Gardiner to lock and unlock gates, including MUGA as agreed.

e) Chairs report. Nothing to report that is not an agenda item.

f) Questions to the Chair. Nothing asked.

8. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices: The following invoices were unanimously agreed for payment.

OL	2059.28	Suffolk County Council Street Lighting Energy and Maintenance costs to 31.3.23 paid 31.3.23
OL	370.23	February 23 Street Cleaning plus holiday pay ye 31.3.23 .
OL	1173.31	February 23 Admin
DD	90.49	Nest March 23
OL	25.01	Clerk expenses March 2023
OL	10.38	Google monthly fee
OL	713.06	HMRC Paye Q4
OL	31.35	Environmental Agency drainage charge
OL	175.00	Community Land Trust Network annual membership for Mendlesham CLT -agreed to be paid from EMR by Mendlesham CLT.

b)To note bank reconciliation and management information as at 31.3.23 Noted with no questions asked. The Clerk reported that this was not the final outcome as details of more bank interest received was still to be notified.

It was unanimously agreed that the Asset Renewal Provision unspent budget of £6700 should be transferred to the EMR Asset Renewal as at year end 31.3.23.

c) Report and request for financial contribution for Coronation memorabilia. Cllrs D and N Foster reported an "other registrable interest" as they are involved in the Coronation events plans.

Questions were asked about members and status of the committee requesting this financial contribution. No detail provided.

It was recognised that the current Parish Budget was tight with no prior provision for contribution of this nature and that any Parish Council funds provided would need to be for known items and locations with permissions as required. **Action: Clerk** to return and ask for more detail to include what, where, cost, future maintenance going forward.

d) Any other financial matters: none.

9. Playing fields:

a) Report and Proposal re Playing Field hire fees.

See report as appended to these minutes. Council noted it had been agreed as part of Ord meeting 8.3.23, 11a, page 2017, to revisit the decision made 8.2.23 re playingfield fees.

It was unanimously agreed to hire of the top pitch for football would be £55. All other fees as agreed 8.2.23 to remain.

b) To confirm any maintenance quotes. Not received.

c) Any other playing field matters. It was noted that the existing hire for the MUGA has ceased. It was possible that the hirers involved would return in the Autumn.

10. Scout Hut Consultation:

a) To note responses for consultation 1.3.23- 31.3.23.

6 positive responses had been received.

b) To confirm letter of application to the Secretary of State re use of Allotment Land. Unanimously agreed. **Action : Clerk**

11. Proposal to plant a Cockspur Thorn Tree, Jubilee Gardens, Old Market Street , Mendlesham.

A resident had volunteered donation and maintenance of this tree.

A decision was required quickly to enable the tree to become established. Councillors had further questions so it was agreed Cllrs Allen and Davey would take this forward with a decision to be made by a majority vote by email. **Action: Cllrs Allen and Davey.**

12. Mendlesham Charities: to appoint Parish Council nominated Trustees as required.

The Mendlesham Welfare Foundation had requested the Parish Council to appoint Mrs Julie Williams as a parish council appointed trustee to the Foundation. Mrs Williams was duly unanimously appointed.

13. Any other business:

Councillors were thanked for either standing for another term or for those retiring, their contribution to the Parish Council and community.

Meeting closed 9pm