

## **Mendlesham Parish Council**

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 8 November 2023 at 7pm.

**1. Present:** Cllrs A Davey, ( Chairman), P Allen, M Exley, D Foster , N Foster, D Lummis, H Orton, E Ward, S Jones (Clerk) and 4 members of the public.

**Apologies:** Cllrs S Judd (personal reasons).

**Acceptance of apologies:** Confirmed.

**The 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 to any dispensations with regard to declarations of interest.** Not required.

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

**a) Extra Ordinary Meeting 16.10.23.** Pages 2086- 2087 inclusive were unanimously agreed as a true and accurate representation of the meeting, signed and dated by the Chairperson.

**4. Police report:** A communication had been received and circulated to Parish Councillors accordingly.

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

**Public forum:** The members of the public had nothing to raise other than agenda items and nothing had been received prior to this meeting.

### **5. Planning matters:**

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

**DC/23/03821 20 Chapel Road, Mendlesham.** Householder Application -Erection of front porch extension. It was unanimously agreed to support this application.

**b) Results:** Nothing to report.

**c) Correspondence:** Nothing to report.

d) Any other planning matters. Cllr Allen reported the outcome of a Mid Suffolk Committee meeting held 8.11.23 regarding application no **DC/23/03821 Land Adjacent To, 17 Brockford Road, Mendlesham:** Full Planning Application- Change of use of land for grazing of horses, and erection of stables with new vehicular access.

It was noted further consultation was required further to a response received from the Heritage Officer . It was agreed to hold an Extra Ordinary meeting 29.11.23 to consider the Heritage comments plus any subsequent application documents available.

It was noted the MSDC Committee would undertake a site visit and then meet again 6.12.23. Cllr Allen was unavailable 6.12.23 but it was agreed Cllr N Foster would represent Mendlesham Parish Council at the committee meeting on 6.12.23.

Cllr Stringer arrived and confirmed the above.

## **6. Storm Babet**

a) Report on Storm Babet and implementation of the Mendlesham Emergency Plan 20.10.23. See the report as appended to these minutes.

b) Discussion about what went well, what lessons to learn?

The following was noted:

The assistance of the Tractor Drivers was noted with many thanks.

It was noted that this had not required the opening of a Rest Centre to provide accommodation and care for residents.

The importance of Facebook and the need for the Parish Council to use this source of communication was noted. **Action:** To review when the Communication Policy is annually reviewed.

A member of the public emergency vehicles expressed concerns that Emergency Vehicles would have been unable to reach Mendlesham Village. It was noted some emergency vehicles, for whatever reasons, had been present at Buces Hill.

Members of the public reported they had started to clear the River Dove Flood Plain and were advised of Environment Agency requirements regarding this.

It was suggested that the Emergency Plan needed to take into account flooding as this was likely again.

The Clerk reported that the Emergency Plan had to follow certain templates with details of available resources rather than different scenarios and solutions.

The need to repeat a previous Parish Council project to ask landowners to clear out ditches and rivers was raised. It was noted this had been successful some 20 years ago- but had been to cover a 30 year or so period.

c) Proposal regarding track at Mendlesham Green and resident flooding. Cllrs Exley and Ward reported a meeting with a resident concerned that flooding on Parish Council owned land at Mendlesham would impact his property. Investigations had taken place to try to establish the flow of the water/nearby drains with no conclusive outcome. The next storm, after Storm Babet, had not shown the same floods/impact. The resident had been advised to store some sand bags just in case and had since reported he was happy with the Parish Council response to his concerns.

d) Any other matters. A resident from Mendlesham Green had reported the Anglian Water Pumping Station had been overwhelmed twice in 2 weeks with "extra waste water from sewage and rain runoff". **Action: Clerk** to contact Anglian Water and report, with the question of more capacity required?

**SCC/MSDC Cllr Stringer** : See County and District reports as appended to these minutes.

## **7. Chapel Road, Mendlesham Flooding**

a) To request further investigations by Suffolk County Council Highways and other partners to resolve the repeated flooding.

There was much discussion about the impact of the highway flooding every time it rains and possible causes. Cllr Stringer reported part of the solutions may be related to private land ownership. It was unanimously agreed that a letter would be written to ask Cllr Stringer to take forward this area and the area involving water running down Old Station Road to the junction with Mill Road, Front Street as a matter of urgency to Suffolk County Council. With both areas being the subject of previous investigations and reports over the years, resolutions needed to be taken forward as a matter of urgency.

Cllr Stringer confirmed he would be in a position to report on this at the December meeting . **Action: Clerk** an agenda item

### **8. Emergency Planning:**

a) To agree procedures to review the Mendlesham Parish Emergency Plan. After discussion it was agreed the Parish Clerk would commence a desktop review of the Plan, to be followed by monthly full Parish Council agenda items until the review was complete. An invitation to two residents to join this work as members of the public, subject to confidentiality was agreed.

**Action: Clerk**

### **9. Reports**

a) Clerks report & delegated decisions

Finance: £18480.52 MSDC Cil Oct 23 received for DC/19/05949 re Old Engine Meadow Development

£400 re Pride in Your Place confirmation of payment 27.10.23. Will be an agenda item December re proposed projects and costs - needs to be spent within six months Agenda item for December.

£474.11 MSDC Q2 Street Cleaning received

Woodland:

Sycamore Tree our ref T002,004 has been cut down. Actions further to the Haydens report 2.2.22 ( revised 27.10.23 now mainly completed).

Agenda item for December

EP Passenger Interest Group Meeting 14.11.23. 8 million to spend each year in 2023/24 and 2024/25 on enhancements to the current passenger transport network. Want to support new or improved services at a local level where demand can be proven. Cllr N Foster to attend.

Delegated decisions: none

Correspondence:

11.10.23 SCC Rights of Way further correspondence re Public Footpath 057.

b) Other organisation reports. None

c) Mid Suffolk District Council Parish Liaison Report . A report had been previously circulated and was duly noted.

d) Chairs report: Nothing that is not an agenda item.

e) Questions to the Chair: None

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

a) To confirm payment of invoices

Payment of the following invoices was unanimously confirmed.

OL	1161.17	October administration
DD	93.19	Nest October 2023
OL	161.00	October Street Cleaning
DD	9.20	Google docs monthly fee
001006	10.00	Mendlesham URC hire 16.10.23
OL	120.00	ARC Tree Surgery fell Sycamore , no chipping, left in situ
OL	9.78	Mendlesham Community Charity refund 50 % hire fee cancelled fireworks 5.11.23
OL	14.25	J Lawes Playing Field maintenance items
OL	2258.34	Vertas Group Ltd 1.10.23-31.12.23 Quarterly Grounds Charge Mendlesham Playing Fields
OL	270.00	Suffolk.cloud £120 web site hosting 1.11.23-31.10.24 £150.00 Registration of domain name mendlesham-pc.gov.uk for 2 years

It was noted an invoice for the new Mendlesham Green football goals was yet to be received . It was agreed that payment of this invoice would be subject to delivery and check of the equipment before payment, potentially at the December meeting.

b) To note management and bank reconciliation reports as at 26.10.23.  
Noted.

c) Clerk report on banking arrangements and to agree further action.

The Clerk had reported on the need to consider additional banking arrangements as overall funds, including Earmarked reserves, in particular receipt and future receipt of Parish CIL funds, had placed the overall funds held at the current banks, over the £85k Bank Guarantee Scheme. There was also a need to review interest paid returns.

After discussion it was agreed, at this stage, to review these matters as a Parish Council. **Action: Clerk** a future agenda item.

d) To commence budget for the year commencing 1.4.24. Papers had been circulated to all Councillors prior to the meeting with no matters raised at this meeting. It was noted that the Tax Base information would be available in time for the December meeting. Currently without increasing the precept for next year there was a difference of some £10k but this was not unusual for this first review.

e) Any other financial matters : none

### **11. Playing field matters:**

a) Report re Mendlesham Green play equipment. Noted

b) To confirm proposals in principle for replacement swings and trapeze ring climber at Mendlesham Green. A proposed expenditure up to £10,000, subject to further decisions once quotes had been received was agreed, with one abstention.

c) To agree date and requirements to install new football goals at Mendlesham Green playing field. It was noted that Cllr Lummis and Mr Nunn would lead on planning this, once the equipment had been received.

d) To note bank reconciliation report £15 as at 1.10.23 for Mendlesham Memorial Playing fields Charity. Noted.

e) Any other matters: None

### **12. Mendlesham Community Land Trust (CLT)**

**Cllr Exley, Cllr D Foster and Cllr E Ward were noted as Trustees of Mendlesham Community Land Trust, declared their interests and took no part in decisions relating to the next agenda items.**

a) Report : Previously circulated to all Parish Councillors and noted.

b) Proposal: For Mendlesham Parish Council in conjunction with Mendlesham Community Land Trust to commence work to explore the possibility of taking forward the site previously known as site 12 (land next to Shingle House, Mendlesham Green) in our revised MNDP for up to 10 affordable or rented dwellings.

This was supported by a member of the public, noting the loss of many Council Houses in the Parish over the years.

Unanimously confirmed.

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**13. Mid Suffolk District Council review of Polling Districts** . No changes proposed for Mendlesham. Noted.

Meeting closed 20.50 pm

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