

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 9 August 2023 at 7pm.

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

Apologies: It was noted that a member of the public, Mr Fletcher was unable to attend for personal reasons.

Acceptance of apologies: Not required.

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. The Clerk reported that her husband worked for National Grid, including part of the Norwich to Tilbury project for Essex.

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 25.7.23. Pages 2057-2059 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: Nothing received.

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

The Chairperson moved agenda items for the benefit of the members of the public.

6. Mendlesham Green Scout Hut:

a) To note report and proposals received from Ist Mendlesham Scouts dated 11.7.23 regarding proposed plans, funding and phasing of new build project.

Councillors noted the report received from Ist Mendlesham Scouts 11 July 2023.

Comments included:

Change of title of the project to include Community Centre. It was noted this may impact on the project to build a new community hall in Mendlesham village and the availability of grant funds. There could also be a loss of hire income for existing and the planned Mendlesham Community Centre building.

It was also noted that it had always been anticipated that the new Scout Hut would be made available for public hire, particularly for residents of Mendlesham Green, which would provide additional opportunities for grant funding.

Concern was raised that the project and fundraising was planned for phases with the possibility that the parish council owned land may be left with a carpark, or a half finished building.

It was noted the proposals included relocating soil, with potentially permission required?

The meeting was opened for comments from the two members of the public, Chairperson and Scout Leader of 1st Mendlesham Scouts.

Their comments included:

The Scout group was working with Mid Suffolk District Council officers and it had been their recommendation to change the title of the project for funding applications. As part of funding applications, funders would also look at the availability of other buildings in the Parish.

The 5 phase plan was further to a 2020 National Lottery Application for £400k which had been rejected. MSDC and Community Action funding officers now recommended a phased funding approach. A benefactor had offered a £80k building which would require new windows and doors. Phase 1 had been completed. The proposed phase 2 carpark was part of the planning permission conditions and required to allow the rest of the phases to take place. The carpark would also assist access to the site and help with current highway safety concerns. Scouts had £30k in the bank, with other grant applications submitted.

The Clerk asked if the current proposal including a change in roof height since the 2020 business plan was in line with the planning permission granted and suggested the Scouts obtained written confirmation from MSDC officers that this was the case. **Action: Scouts**

b) To note correspondence received via MSDC regarding CIL application. Councillors noted various inaccuracies in the application submitted to MSDC, particularly regarding the land ownership/permissions section. Other concerns included the numbers of users, comments regarding other facilities in the Parish and maintenance responsibilities. Page 2061

It was noted that Mendlesham Community Centre was still available for hire and the new Scout Hut would not replace the need for a new community building in the Parish further to the proposed sale of the building in Mendlesham village. The proposed Heads of Terms /Lease would include all maintenance responsibilities for the new Scout Hut with the Scouts, not the Parish Council.

Upon receipt from MSDC of a consultee request regarding the CIL application for £30,000 (although this was not clear from the application received) Clerk had notified Roy Emmerson, MSDC, that at present confirmation was awaited from the Secretary of State regarding build on registered allotment land. A reply had been promised by 16 August but could include the need for a formal application.

Once this was known either way, Solicitors would need to be appointed and further guidance regarding agreement of the new lease would be known.

d) To agree a way forward regarding the new build project.

It was suggested and accepted that communications with the Parish Council may avoid a similar situation in future.

i) The project name should not include community centre.

ii) The existing CIL application should be retracted.

iii) Confirmation regarding planning permission was required.

iv) There was no proposal or vote regarding confirmation to phase the project but continued support from the Parish Council for the project.

(Clerks note: item iv will need to be a further agenda item against confirmation for the raised observations and concerns).

e) Report and decisions as required, regarding availability of new hedging for boundary. Cllr Exley reported that a request had been made to Mid Suffolk District Council for the supply of 80 native hedging plants. It was noted that plants may also be available from the Woodland Trust and anything planted would need to conform to the planning permission for the new build, noting a professional landscape professional, resident of Mendlesham Green, had also offered to help with the new build project.

f) Any other matters: nothing raised.

The two members of the public left the meeting.

5. Planning matters:

a) Applications:

DC/23/03320 New Cottage, Mendlesham Green: Householder Application -Erection of a single storey side and rear extensions. It was unanimously agreed to recommend approval of this application.

DC/23/03558 23 Old Market Street, Mendlesham: Householder Application -Erection of a detached garage/workshop (following demolition of existing structures). It was unanimously agreed to recommend approval of this application.

DC/23/03595 White Oaks, Norwich Road, Mendlesham: Full Planning Application- Creation of new vehicular access. It was unanimously agreed not to recommend approval or refusal, but reply that it was noted a consultee reply was still awaited from Suffolk County Council Highways and any decision should follow the County recommendation.

b) Results:

DC/23/03163 Chapel House, 41 Old Market Street, Mendlesham Notification of Works to Trees in a Conservation Area -Re-pollard 2 NO Ash (T1 and T2) and thereafter on a 4-5 year cycle as required. Trim back 1 no Holly (T3). No objection.

DC/23/02915 Old Hall House, 4 Church Road, Mendlesham. Application for Listed Building Consent- Stripping and relaying of roof coverings including associated repairs. Grant.

c) Consultation: National Grid Norwich to Tilbury. To agree a response.

It was noted that the previous response was still applicable, including Parish Council support for the stance taken by Suffolk County Council and Mid Suffolk District Council, still no costings or evidence regarding any proposals and the impact of any works/trenching on the countryside.

Action: Clerk to finalise the response and send.

d) Correspondence:

i) To note MSDC Chair letter re Energy development in the eastern region. Noted

ii) SALC/ SCC Workshop report regarding NSIPS. Noted.

iii) To appoint a Parish Council "Champion" . No volunteers.

e) Any other planning matters. None

7. Allotments:

a) To consider enquiry regarding potential sale of allotment land.

It was unanimously agreed not to sell.

b) To note situation regarding cuts for hay at Mendlesham Green and agree a way forward. It was noted the hay would be cut when the weather permits.

8. Reports

a) Clerks report & delegated decisions

Finance:

Cleansing Grant £474.11 Q1 2023 confirmation of payment received from Mid Suffolk District Council.

Disposal of allotment land request to Secretary of State re new Scout Hut. Email sent 14.6.23, chased 31.7.23, officer has reported he needs further clarification and we will have a response by 16.8.23.

Mendlesham School:

A Parish Councillor has been contacted by a resident concerned about the safety of children leaving the school and highway dangers.

An open skip has been placed on the school car park area. Items are daily being removed by children causing additional work for volunteers inspecting the playing fields each day. This has also happened on previous occasions. Propose Clerk contacts school about both matters at the beginning of Autumn Term? (*Clerks note: confirmed*)

Planning: Enforcement report sent to MSDC re works at one of the new properties next to Park House, Brockford Road. Ref EN/23/00429.

Mendlesham's Woodland: request for a quote to cut tree as per June pc meeting sent to two contractors with a request to respond by 5.9.23

St Joseph's Centre: request for contact details for Trustees for public use sent 2.8.23.

D Day 80 6.6.24: registered for project, including lighting of the Beacon at Mendlesham Green.

Delegated decisions: none

Correspondence:

Suffolk Police: Community Payback Scheme The Autumn Scheme . 11 August 2023 deadline.

Suffolk County Council Rights of Way, update re flooded path 57 near St Mary's Church.

- b) Other organisation reports: None
- c) Chairs report: Nothing that is not an agenda item
- d) Questions to the Chair: None

9. Mendlesham Parish Council: Financial matters

- a) To confirm payment of invoices

The following were unanimously agreed for payment.

OL	1197.97	July administration
OL	93.19	Nest July 2023
OL	161.00	July Street Cleaning
DD	9.20	Google docs monthly fee
OL	5.95	J Lawes Ltd, grass seed for playing fields
OL	53.94	S Jones reimbursement 6x refuse hoops (balance £46.90 of locality grant for Mess Free project plus additional amount to be paced against additional street cleaning).
OL	2258.34	Vertus Group Ltd, Mendlesham Playing fields Quarterly Grounds charge 1.7.23- 30.9.23
OL	100.09	S Jones expenses April -July 2023
OL	58.16	Wave 30 Jan to 29 Jul 23 Mendlesham Playingfields
DD	1129.27	PWLB loan repayment no paperwork recd

- b) To note bank reconciliation and management information as at 31.7.23. Noted with no questions asked.

- c) Any other financial matters :

Mendlesham Memorial Playing fields Charity. Pending a charity meeting, the Internal Audit report as at 31.3.23 was noted as requiring no further action. The bank reconciliation report of 31.7.23 with £15 in the bank was noted. It was agreed that Hellis and Lodge should be appointed internal auditor for the Charity for the year ending 31.3.24.

10. Playing fields:

a) Report re Mendlesham Play equipment. It was noted that the fixing for swing chains would be riveted to prevent the fixings working loose.

b) Report re Mendlesham Green Play equipment. Cllr Orton reported further information regarding the football posts including the question as to how the existing equipment was fixed into the ground.

The Clerk reported, further to a request for a work for a new net, Vertus had requested confirmation from Harrods, Lowestoft, web site of size/design etc. The Clerk noted that the website offered a section of various "bundles" of equipment and the Parish Council may consider purchase of new equipment?

Action: Cllr Orton to speak to Mr Nunn regarding the current fixings.

Action: Cllr Lummis to report and propose regarding an outcome to this matter at the September meeting.

c) To confirm any works as required. The order for a new cradle swing seat for Mendlesham Green, @ £135, plus fixings and postaged was confirmed.

d) To consider communication from a resident regarding boundary planting at Mendlesham and confirm a response . It was noted that the native planting was a condition of the planning permission provided for the Station Fields Development. The hedging should also provide residents with sound protection and the travel of footballs from the playing fields. There were internal procedures in place for management of the playing fields, which were reviewed regularly. **Action: Clerk** to inform the resident accordingly.

e) Any other playing field matters: none

11. Finance and General Purposes Committee:

To delegate to the F & GP Advisory Committee to consider and report back to the Full Parish Council a contingency plan to cover roles currently carried out by volunteers. Unanimously confirmed.

12. Mendlesham CLT:

To confirm the Clerk can transfer appropriate parish council owned records to Mendlesham CLT. This was unanimously agreed, noting some parish council records regarding the grant funding currently would need to continue to be held by Mendlesham Parish Council at least for the time being. **Action: Clerk.**

13. Any other business: matters of report and future agenda items. A question was asked about a faded code on the Box of the Mendlesham Defibrillator. **Action Clerk** to investigate further regarding the code and if required Cllrs Foster are permitted to re mark the code.

The current situation regarding the Mendlesham Defibrillator was noted i.e. it was still in service because a new pad had been received from the NHS. NHS still to supply a new battery and anticipated second pad. However in case of need, the Clerk was authorised to purchase pads or battery from Community Heartbeat Trust.

Meeting closed at 8.35pm.