

LAKENHEATH PARISH COUNCIL

**MINUTES FROM THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL AND THE MEETING OF THE PARISH COUNCIL IMMEDIATELY FOLLOWING THE AGM at the METHODIST CHAPEL, BACK STREET, LAKENHEATH
HELD ON MONDAY 9th May 2022**

Present:

Cllr E Morley
Cllr R Norman
Cllr J Cahill
Cllr I Frost
Cllr J Gentle
Cllr A Gyte
Cllr P Gyte
Cllr J Hastings
Cllr G Kelly
Cllr W Overy
Cllr S Palmer

In attendance: C/Cllr C Noble (arrived late) D/Cllr S Frost (arrived late) Mrs M Flint Parish clerk and 4 members of the public

These minutes were transcribed from the audio tape of the meeting by the locum clerk N. Glading

2022/27 Election of Chair and signing of Acceptance of Office

Nominated by Cllr J Hastings: **Cllr G Kelly**

There were no other nominations

Cllr G Kelly was elected as Chairman of Lakenheath Parish Council for the forthcoming year

Cllr G Kelly signed the acceptance of office agreement, and thanked the outgoing chairman Cllr E Morley

2022/28 Election of Vice Chair and signing of Acceptance of Office

Nominated by Cllr J Cahill: **Cllr J Hastings**

There were no other nominations

Cllr J Hastings was elected as Vice Chairman of Lakenheath Parish Council for the forthcoming year

Cllr J Hastings signed the acceptance of office agreement

2022/29 Election of Cemetery Committee

The members of the Cemetery Committee were confirmed as

Cllr J Hastings
Cllr A Gyte
Cllr I Frost

2022/30 Election of Planning Sub-Committee

Cllr G Kelly resigned as Chairman of the Planning Committee

Cllr R Norman resigned as Vice Chair of the Planning Committee

The members of the Planning Committee were confirmed as

Cllr W Overy* (Chairman of the Planning Committee)
Cllr A Gyte
Cllr J Cahill

*Cllr Overy has asked for some support in the role

2022/31 Election of Neighbourhood Plan Sub-Committee

Cllr G Kelly confirmed that this no longer exists

(Village Hall Committee are a separate organisation)

2022/32 Apologies for Absence: none

2022/33 Declarations of Interest-Councillors confirmed that there were no changes to existing Declarations of Interest

Minutes of the First Ordinary Meeting of the Lakenheath Parish Council 9th May 2022

Present:

Cllr G Kelly (Chairman)

Cllr J Hastings (Vice Chairman)

Cllr E Morley

Cllr R Norman

Cllr J Cahill

Cllr I Frost

Cllr J Gentle

Cllr A Gyte

Cllr P Gyte

Cllr W Overy

Cllr S Palmer

In attendance: C/Cllr C Noble (arrived late) D/Cllr S Frost (arrived late) Mrs M Flint Parish clerk and 4 members of the public

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2022/34 Confirmation of Minutes of Meeting held on 4th April 2022

These were in a different format

The Minutes were **AGREED** with the following with amendments:

`solar` farm added

SCC solar charges at Wings Road car park

Typo: seed `bank`

Cllr P Gyte was not present at the meeting held on 4th April 2022, however, she wished to comment that, in terms of the purchase of a new SID, Mr Neil Brooks had attended a meeting and it had been decided that an agreement from the SCC Highways design engineer was pending.

2022/35 Representations from Members of the Public

None

2022/36 Reports & Questions: -

- (a) RAF Commander Lakenheath told the meeting that there has been significant changes. Please see Appendix A for the full Report

Q: American personnel and speed limits

A: There is an appropriate package for all new arrivals, this is a problem across the community and is down to a minority

Q: What was the arrowhead flypast in April?

A: This was part of the celebration of 'the military child'

- (b) Forest Heath District Council: Cllr S Frost reported that there had been three meetings on the night, all clashing.

Collapsed wall in the car park: loose bricks are now removed, and the wall is to be repaired imminently. A guardrail in front of the wall would be prudent.

D/Cllr Frost is working on the profitability of solar park

- (c) Suffolk County Council C/Cllr Noble reported that he is still working on the relevant section 106 agreements. He is waiting for a definitive list

It was confirmed that the work on the field on the Eriswell road is to facilitate insect collection

Gym: "If Mrs Sallis is satisfied so am I"

Q: Outside my house half of the path is taken up by debris

A: Cllr Noble will look at this

Q: Not had money for Jubilee? i.e. £750

A: Clerk had spoken to WSC Lesley Ann and the funding is in the pipeline

No news on a1011, Cllr Noble will raise the issue about a crack in the road

Disused house in Ferry Lane: it is anticipated that, in the Queens speech tomorrow. Local authorities are going to be empowered to demand such property falls back into use. It is thought that the property is owned by Americans, no work has been done

2022/37 Financial Matters including: - Report from RFO

- (a) Payments of Accounts

Q. What are the 'parish books' listed?

A. This expense is for the funeral books

Being paid double has been resolved

It was unanimously **RESOLVED** to **ACCEPT** the payments

- (b) The Bank Reconciliation was **RECEIVED**

(RFO to change title to 2022, not 2021)

- (c) Approval of Accounts y/e 31 March 2022

(a) The Annual return – Section 1 Annual Governance was **AGREED**: Chairman and Clerk signed same

(b) The Annual Return – Section 2 Accounting Statements was **AGREED**: Clerk and Chairman signed same

- (f) Bank Signatories: bank signatories for coming year are:

Cllr I Frost, Cllr G Kelly, Cllr J Cahill and Cllr J Hastings (Cllr J Gentle only signs cheques)

RFO to be informed of changes

NOTED: Cllr E Morley wishes to be removed as a bank signatory

2022/38 Subscriptions:

It was **AGREED** to re-subscribe to SALC

It was **AGREED** to re subscribe to Clerk and Council Direct

2022/39 Planning Matters To receive report on any outstanding applications/applications received after publication of the agenda.

Cllr Kelly told the meeting that the group are looking to ensure that there is no crossover or contradiction between the new West Suffolk Local Plan, currently under discussion, and the Neighbourhood Plan. This has meant that the Neighbourhood Plan has been delayed. Lakenheath has been allocated a further 100 houses, at the Christian enterprise site. We would prefer that there are half that number and the plan includes starter units and small business units. Mobile roadshow is to be held on 30th May 2022.

The Skirting on Eriswell road: trying to catch reptiles and amphibians to be re located

A new Plan in the middle of the conservation area- this is the barn that the branch fell on. barn branch fell on recently, the consultation is ongoing

- (a) To receive report from Neighbourhood Plan Committee including: High Street Regeneration Scheme Business Forum, Environmental update, Speed-watch.

Cllr Kelly reported on the High Street Regeneration project: looking at public contribution so the group are certain it is what public want

Now the group will start putting the plan together: the whole project delayed so we are in sync with West Suffolk Council and the group have asked one of their planners to join a meeting

The community tree has been planted

The inaugural farmers market was held: had a good footfall

There are plans to set up a Lakenheath business group
There is business forum on Facebook
Another farmers market is planned in next quarter

Proposal and quotes for Adult Gym including siting of equipment and costs.

Adult gym equipment project

The clerk reported to the meeting that we have received 3 quotes, two for manual equipment and one for hydraulic equipment: there is a vast difference between the cost of the types of equipment. Cllr Gyte has told the clerk that during his research on the adult gyms he found that most of the local areas have the manual equipment.

LPC have a budget of £27,000 for the play park and this was put aside for the tarmac and wet pour (part of the 5 year plan agreed in 2020) As councillors are aware the costing of the Adult Gym was to be a grant to the LPFA for part of the expenses, this is now no longer an option.

Therefore, councillors will either need to consider delaying the wet pour to fund this project. The tarmacking must go ahead as it is starting to lift and has been identified by the playground inspectors as a H&S risk: any accident will be the responsibility of LPC as we have been informed of the need for repairs, Would councillors agree to the budget being revised to pay for the project The current budget is looking to spend £212,000 throughout the year and that will leave LPC with General Reserves of £76,000.

LPC could possibly look for funding from grant making Trusts, lottery funding for the gym equipment. As the land planned for the gym is owned by Elveden Estates and leased to LPFA, potential funding will require proof of agreement from the Elveden Estates.

Cllr Morley has a meeting with Elveden estates this week to confirm that they agree to the establishment of adult gym equipment on their land. Additionally, the equipment would need to be regularly inspected.

The first quote for the tarmac refurbishment is circa £7,000

Cllr A Gyte has researched extensively and feels that the quote from Fresh Air Fitness is the best

Councillors are **MINDFUL to APPROVE** the quotation from Fresh Air Fitness pending written agreement Is obtained from Elveden Estates (landlords) that there are no objections to the siting of the equipment

2022/40 Lakenheath Cemetery

(a) Cemetery Report Caretaker been off some time

Cllr A Gyte felt that the cemetery was a disgrace yesterday

There is no soap in the dispenser

(b) To confirm Grant of Exclusive Rights of Burial: none

2022/41 S:137 Grant requests

Suffolk Accident and Rescue were granted £225 same amount as 2021

Lakenheath Good Neighbours were granted £200

S19 Request from Playing Field Association £4,000

Council cannot give grants for upkeep

Accounts were up to 2020

It was **AGREED** that this was an Incomplete application and the decision was **DEFERRED**

2022/42 Replacement of lantern 149 Cemetery Road to consider repair costs and tree work

It was **AGREED** that the unit should be repaired

Adjacent tree is overgrown, could LPC have this tree trimmed to allow better light levels?

Next meeting: Councillors to see quotations for the tree work

2022/43 Request from Locum Clerk for help with set up of Annual Parish Assembly/ to agree a refreshment budget.

Cllrs Morley and Gentle generously agreed to contribute £50 each from their personal wealth

2022/44 Price Increase Cleaning of Public Conveniences

Sunrise cleaning price increase from £84 pounds a week to £105 per week

The increase in payment was unanimously **AGREED**

2022/45 Items for Future Meetings

Playing fields

Moving of SID posts further out of village

Jubilee

Mutford Green: disappointed in the appearance of that little estate- some dropped kerbs home made, with parking on the Green

Woodlands: front garden is full of vehicles, distracts from the attractiveness of next door property
Large vans obstructing the pavement. Clerk confirmed that this had been reported: the Police said that LPC should approach the property owner

2022/46 Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency
Cllr Morley in rickshaw on Friday: start 9.45 Woodlands

Chair asked that Standing Orders be suspended for the next item:

Councillors gave a Vote of Thanks to and applauded the retiring parish clerk, Mrs Maggie Flint

2022/47 Confidential Items

Time meeting closed 9.12pm

2022/48 Date of next Meeting: ***Annual Parish Assembly 16th May 6.30pm, 6th June at 7pm in the Methodist Chapel, Back Street Lakenheath.***