



**Lakenheath Parish Council**  
**The Parish Office**  
**98 High Street, Lakenheath IP27 9EW**  
**Telephone: 01842 860598**  
**Email: [lakenheathparish@gmail.com](mailto:lakenheathparish@gmail.com)**

## **MINUTES**

### **of the Lakenheath Parish Council Meeting held on 4<sup>th</sup> November 2024 at the Methodist Church, Back Street, Lakenheath**

Present:

Cllr G Kelly (Chairman),  
Cllr N Smith (Vice Chairman)  
Cllr P Gyte  
Cllr J Hastings  
Cllr W Overy  
Cllr D Smith  
Cllr I Frost  
Cllr M Rowntree

In attendance: Sqn Ldr. A Eaton, PC A Green, Mrs C Shimmon (RFO)  
N Glading (Parish Clerk) and four members of the public

#### **2024/98 Chairman's welcome, confirmation of recording and Apologies**

- a. Clerk to record for minutes only. Apologies had been received from Cllr A Gyte, Cllr M Hugo.
- b. Resignation of Councillor J Cahill: awaiting confirmation from West Suffolk Council.

#### **2024/99 Public Participation: Representations from Members of the Public**

- a. The Chairman of the Lakenheath Heritage Group, Mr David Jones, had further news - in April he had told the village about the poster. This has kicked off the biggest research project so far, with startling results. The tatty poster has now been handed over to Cambridge University. This is an important archive which contains a wealth of very important original documents. So, it is exciting that Lakenheath history has a place in the library.

#### **2024/100 Reports**

- a. Update from C/Cllr C Noble: Not present
- b. Update from Sqn Ldr A Eaton: Night flying commenced today. Amazon lockers to be placed outside Gate 2 at Lakenheath Airbase. Tim Passmore has identified funding to improve white lines and signage, a plan now exists

Q. Cllr Rowntree: During the last road closure, nobody checked up on lights at Undley Road, which caused long delays and were especially detrimental to businesses.

A. We got them removed as soon as we realised, had thought it would help

c. Update from PC A Green: Working as usual. The speed report seems different?

d. Update from West Suffolk District Councillor D/Cllr G Kelly

West Suffolk: The funding for Community Halls, i.e., energy saving measures- is going back to cabinet tomorrow and most applicants will be offered money

WSC has achieved planning permission for a solar farm, not on the scale of Sunnica.

Solar panels will be over approx. half the car park at Mildenhall Hub.

Project encouraging householders to identifying areas of heat loss, using a borrowed camera so people can see where heat is being lost.

EV Chargers for Wings Road car park are coming.

#### 2024/101 **Matters relating to previous Minutes**

- a. The accuracy of the Minutes of the Parish Council meeting held on 7<sup>th</sup> October 2024 were unanimously **AGREED**. The Chairman was authorised to sign.

#### 2024/102 **Financial Matters** (*Appendices at A*)

- a. The Payment of Accounts paper was unanimously **AGREED**
- b. The Bank Reconciliation for month end 30<sup>th</sup> September 2024 was **RECEIVED**
- c. The Quarter 2 Out-turn Report was **RECEIVED**
- e. Councillors were asked to consider of Budget and Expenditure plans for 2025-26.  
Time to put the precept together, please send your ideas to RFO over the next two weeks
- d. Banking Signatories to be added: Cllr D Smith, Cllr M Rowntree.

#### 2024/103 **Speed Indicator Device Reports**

- a. Station Road October 2024 (*available next meeting: too early in month*)
- b. Eriswell Road October 2024 (*available next meeting: too early in month*)
- c. Speedwatch Team Report: Little activity, the traffic lights have meant that traffic has been atypical. There are new 30mph repeater signs at Wangford road, which are perceived to have slowed traffic. An email from Julie Bathgate has been received, concerning the revamping of existing Speedwatch training, Cllr P Gyte and N Brookes are filling in a survey form tomorrow. Cllr Rowntree volunteered to help the clerk change the Station Road SID battery.

#### 2024/104 **Matters related to Planning** (*Appendix B*)

- a. The Notes from the Planning Sub Committee Meeting held on 16<sup>th</sup> October 2024 were **RECEIVED**.

Hyde Housing have pulled out and are selling.

The enforcement team at West Suffolk have been having a hard time- review of how they operate is going on. If planning is refused, an application can be re- submitted.

Eyesore opposite Church- this is an environmental issue dealt with by a different department at West Suffolk.

Inform the clerk should you note anything untoward.

Cllr N. Smith had received comments about a house being built behind a bungalow- there is a website where all can see planning, follow the links on the West Suffolk Council page.

## 2024/105 Updates

To receive reports/ updates from:

### **a. Chairman**

- (i) Neighbourhood Plan Committee, including High Street Regeneration Cllr N Smith has compiled a list - health facilities, educational facilities, etc, in all eight points are made by Cllr N Smith. Other Neighbourhood Plans have many more pages. Cllr Kelly asked the NP Committee get together with the Planning Sub Committee: need to hold a community consultation meeting.
- (ii) Advice from Warm Suffolk (2024/93) The new govt announced last week a new scheme for warm homes. As the money comes into the County, West Suffolk will be doing all they can to get it to the right place. There are still a lot of people not in receipt of benefits who will not get the winter fuel allowance. An estimated 4.5 thousand people in West Suffolk are missing out. Councillors to distribute the information through various contacts, e.g., Good Neighbours, Friendship Club. Citizens Advice have had dedicated funding towards giving specific advice, particularly on the Warm Homes project. Bear in mind that both County and District have hardship funds. The problem is that those who refuse to apply will continue to do so unless a conversation is had with them. A handout to all Lakenheath clubs is suggested. Cllr Rowntree made the point that receipt of a full state pension or a small personal pension means that you cannot apply for Pension Credit, thereby losing out. Cllr P Gyte is speaking to the Friendship Club on 14<sup>th</sup> November 2024 and will start to push the message out.
- (iii) Briscoe Way play park (2024/84) Cllr Kelly put forward a suggestion that Lakenheath Parish Council would take over responsibility for this play park. Handover to the Parish would be on an `as new` basis. There is money coming from the developers for Leisure and Play. Can we calculate what the existing playpark costs to run? A cost comparison with existing play park is required. Note: Cllr Kelly confirmed that LPC would only take over the fenced area, not the grass around it. The surface is all rubber

(tbc). Cllr P Gyte told the meeting that she could not see why this should not happen. At this stage, all Cllr Kelly is looking for is a steer.

- (iv) Follow up on skatepark area- dog mess is an issue (2024/95)

Cllr Kelly suggested that Lakenheath Parish Council PC ask for a public space protection order which specifies certain offences. Effectively, this means if you offend, you will be penalised. This has to come from Parish Council. There was little appetite to pursue this from the Councillors: there is a District Councillor who is a trustee of the LPFA.

**b. Clerk**

- (i) Follow up on item 2024/83 Public Participation: (Appendix C) Trees on the Green at Highlands. Complaint not supported; a precedent would be set.

- (ii) Specific plans for litter picks. Cllr N Smith confirmed that he has a meeting with a resident who has volunteered to run the Litter Picks. Cllr Rowntree would be happy to participate on Sundays.

- (iii) Update on BT red boxes: Book sort and clean up carried out by volunteers. Cllr Rowntree is starting to replace the damaged panes. The War Memorial has been cleaned by volunteers.

- (iv) Update on defibrillators maintenance, timetable of inspections, condition of equipment-

Report from Mrs Wendy Barnes:

(Email 28.10.2024)

Locations -

1. Lakenheath Primary School
2. Pavilion
3. Parish Council Office
4. Sedge Fen Village Hall (Cllr W Overy told the meeting that this is actually at a private business place, the caravan site, at the other end of Sedge Fen village) Can this be returned to the Church/village hall?

Clerk to ask Mrs Barnes.

Inspected weekly (visual check)

Pads / batteries all up to date

Pads next required June 2025

Councillors believe that there is a defibrillator at the Football club which should be on list. Clerk to ask Mrs Barnes about this.

- (v) Update on Sedge Fen Church/ Village Hall-

Report from Mrs Wendy Barnes:

(Email 28.10.2024)

The land at Sedge Fen Village Hall is all cleared and topsoil has been delivered and almost levelled. We are obtaining quotes for the repairs needed to allow us to open

Electricity connection

Water connection

2 x window panes

2 x doors

Once the committee have reviewed the quotes then we will submit a funding application to the Parish council to allow us to make the repairs.

The committee is meeting again early January to review so I expect the grant application to be made during January in preparation for the February meeting

The Chairman asked that Mrs Barnes is made aware West Suffolk Council Parks has a Village Hall improvements project. Clerk to inform.

Cllr Gyte told the meeting that he has not been invited to any of the Sedge Fen Hall meetings. Clerk to query.

Clerk to search Land Registry records to ascertain land owner

- (vi) Update on Heat Camera Project: a resident has volunteered to sit in on the training and has offered to collect the camera from Mildenhall. The resident was present at the meeting and the Chairman and Councillors expressed their thanks for his help and initial investigative work. This is seen as a pilot project, perhaps, after assessment, leading to a wider project in 2025.
- (vii) Update on vacancy: West Suffolk Council has confirmed that the statutory period has expired and no election has been requested.
- c. Lakenheath Times (Cllr D Smith) Proof sent today- all is on track
- d. Lakenheath Streetlights installation of LED units and other refurbishment to the streetlighting units (Cllr I Frost) next phase is going ahead in mid-November.
- e. Business Forum: Cllr W Overy had nothing to report. Cllr Kelly feels that the Christmas decorations tie in has not been fully realised.
- f. Mobile network infrastructure (Cllr I Frost) Not sure if the application has been granted. Infrastructure does not go through normal planning channels.
- g. Christmas 2024 Decorations (Cllr J Hastings) All under control, final meeting on Wednesday. Preparation is in last stages. Elveden have already started delivering Christmas trees.
- h. LPC Facebook page (Cllr M Rowntree/ Cllr M Hugo) The Chairman thanked Cllr Rowntree for spotting what is appropriate for inclusion.

**2024/106 Matters relating to Lakenheath Cemetery**

- a. To receive a report from the LPC Cemetery Committee

Cllr Frost reported that

The cemetery is currently covered in leaves and although the cemetery work party cleared them all a week ago many more have appeared, However the Ashes stones still look fairly clear. But the entrance and main driveway is full of leaves, twigs and conkers.

We suggest leaving it another week or so and then attempt another clear up around the entrance and walkways.

Wild Life- Unfortunately the wild life has returned causing some ground upset but this in hand.

Rubbish Bays- The right hand bay is still waiting to be emptied and if this could be done urgently as we are filling it up with the leaves.

Bird Boxes- The nesting Bird Boxes have been erected in the driveway trees and hopefully are encouraging new residents .

Generally hedges and grass look good and we will keep an eye on things to ensure all is ready for the many visitors at Christmas.

There is a huge gap in the fence, one whole panel missing, Cllr A Gyte to be asked if he will accept delegation to sort this out.

- b. Update on green waste bin: RH Landscapes have been asked to empty this as the previous contractor has been unable to fit into his work schedule, and it needs doing.

**2024/107 Matters relating to Cemetery Cottage**

- a. The offer from Projects Renewables to carry out work at the premises was considered. The Chairman confirmed that LPC cannot endorse a particular company, and cannot allow our name to be applied to their work.

**2024/108 Matters relating to the Play area**

- a. Report from Cllrs Rowntree and P Gyte on the replacement of the bark with wet pour surface (deferred from last meeting)

The edging is in poor condition, edges have started to lift. We considered not laying more wetpour but renewing edges and keeping bark. Would replacing edges mean that water could no longer get underneath?

Resurfacing of car park: Clerk to obtain quote from Cocksedges / others.

**2024/109 Correspondence and Items for Future Meetings: none**

- a. Correspondence- Consultation on proposed plans Council Tax- sent to councillors 11.10.2024. Supported. Clerk to confirm to West Suffolk Council.

2024/110 **Such other business which, in the opinion of the Chairman,** should be considered as a matter of urgency: None

2024/111 **Information** None

**Meeting closed 20.44**

Appendix A

LAKENHEATH PARISH COUNCIL

RESPONSIBLE FINANCIAL OFFICER REPORT

NOVEMBER 2024

- a. Please find a summary of payments, for authorisation attached.  
b. Please find bank reconciliation for month end 30 th September attached.  
c. Please find quarter 2 out-turn report attached.  
d. Additional banking signatories are required. Experience of using online banking is helpful, if possible, please.  
e. Please could you inform Council of any projects you have planned for next year (2025/26) along with the projected expenditure. With this information the Budget and Reserves can be discussed in full at the December meeting along with setting the Precept at the January meeting.

**Lakenheath Parish Council**

**Bank Reconciliation 30th September 2024**

Balance at 31.08.2024	<b>£454,072.92</b>
Uncleared payments from previous period	£566.95
	<b>£453,505.97</b>
Income	£2,325.45
	<b>£455,831.42</b>
Less Expenditure (Chqs, Online Pmts + D/Ds)	£10,698.02
	<b>£445,133.40</b>
 Represented by:	
Balance in Current Account	£6,260.33

Balance in Lloyds Bank Deposit Account	£55,637.08
Balance in Unity Trust Bank Deposit Account	£79,720.08
Balance in Nationwide Deposit Account	£86,562.30
Balance in Cambridge Building Society	£82,259.68
Balance in Lloyds Bank Deposit Account - Speedwatch	£651.58
Balance in Lloyds Bank Deposit Account - NP	£0.00
Balance in Lloyds Bank Deposit Account - Lakenheath Times	£5,472.28
Balance in Lloyds Bank Deposit Account - Street Lighting	£129,106.35
	<b>£445,669.68</b>
Less Payments not Presented	
HMRC	£536.28
	<b>£536.28</b>
	<b>£445,133.40</b>

**LAKENHEATH PARISH  
COUNCIL**

**4<sup>th</sup> November 2024**

Date	Transaction	Payee	Description of Supply	Amount
<b>Receipts</b>				
September			Interest Payments	£873.35
September			Lakenheath Times Advertising	£352.10
September			Cemetery Cottage Rent	£950.00
September			Cemetery Fees	£150.00
<b>Payments Made</b>				
08.10.2024	Debit Card	Amazon	Sticky Stuff Remover	£9.99
10.10.2024	Debit Card	IJT Direct	Portable Laptop	£119.95
15.10.2024	Debit Card	Amazon	Cable Ties & Laminate Sleeves	£18.78
24.10.2024	Debit Card	IJT Direct	Refurbished Laptop for Lakenheath Times Use	£119.95
25.10.2024	Online	Staff	Salary Payments - October	£2,761.52
28.10.2024	Debit Card	Amazon	Christmas Lights	£55.99
04.11.2024	Direct Debit	British Gas	Electricity - Public Toilets	£65.22
08.11.2024	Online	BT Payment Services	Parish Office Telephone & Broadband	£89.96
08.11.2024	Online	RH Landscapes & Maintenance Services Ltd	October & September plus Cemetery Hedge Cutting & Spray Hard Standings	£4,308.00
08.11.2024	Online	Michael Murfet	Mole Catcher - Lakenheath Cemetery Open & Closing Public Toilets & Cemetery Work - September	£65.00 £366.08
08.11.2024	Online	Pearce & Kemp Ltd	40 LED Lantern Replacement - Albert Rolph Drive	£7,140.00
08.11.2024	Online	CLlr D Smith (reimbursement)	Ink Cartridges (Lakenheath Times)	£35.92
08.11.2024	Online	The Joshua Tree (Suffolk) Ltd	Tree Management Plan	£960.00
08.11.2024	Online	N Glading (Clerk reimbursement)	Postage, Mobile Phone, Google Storage, Meeting Utensils & Donation to	£176.52

			Veterans Aid (agreed at September meeting)	
08.11.2024	Online	Community Action Suffolk	Website Hosting & Domain	£102.00

LAKENHEATH PARISH COUNCIL 2024/2025											
QUARTER 2											
	Budget	Total	Variance	Cummulative YTD Variance	Actuals	Actuals	Actuals	Total	Quarterly		Variance Explanation
	YTD 2024/25	YTD	YTD	£100/15%	31/7/2024	31/8/2024	30/9/2024	for Q2	Budget	Variance	£100 / 15%
<b>Receipts</b>											
Precept / LCSG	£88,750.00	£177,500.00	£88,750.00	Precept is one annual receipt	£0.00	£0.00	£0.00	£0.00	£44,375.00	-£44,375.00	Precept is one annual receipt
Cemetery	£2,500.00	£775.00	-£1,725.00	Less burials than anticipated	£150.00	£0.00	£150.00	£300.00	£1,250.00	-£950.00	Lower than anticipated burials
Other (Inc Interest, VAT, Cottage Rent & LT Advertising)	£10,000.00	£163,682.16	£153,682.16	VAT is one annual receipt + Decarbonisation Grant	£58,699.31	£2,528.09	£2,175.45	£63,402.85	£5,000.00	£58,402.85	Decarbonisation Grant
<b>Total</b>	<b>£101,250.00</b>	<b>£341,957.16</b>	<b>£240,707.16</b>	<b>Precept, VAT &amp; Decarbonisation Grant</b>	<b>£58,849.31</b>	<b>£2,528.09</b>	<b>£2,325.45</b>	<b>£63,702.85</b>	<b>£50,625.00</b>	<b>£13,077.85</b>	<b>Decarbonisation Grant</b>
<b>Payments</b>											
Staff	£15,000.00	£15,696.81	£696.81	Pay Incease Agreed	£2,761.52	£2,636.91	£2,512.28	£7,910.71	£7,500.00	£410.71	Pay Incease Agreed
Village Keeping	£6,500.00	£5,431.31	-£1,068.69	Outstanding Invoices	£81.31	£1,750.00	£0.00	£1,831.31	£3,250.00	-£1,418.69	Outstanding Invoices
Cottage/Chapel	£5,000.00	£6,901.73	£1,901.73	Repairs Required to Cottage Prior to Renting	£1,794.60	£33.00	£27.80	£1,855.40	£2,500.00	-£644.60	Invoices Paid in Q1
Cemetery	£5,000.00	£3,587.04	-£1,412.96	Lower expenses than anticipated	£2,674.18	£138.07	£85.44	£2,897.69	£2,500.00	£397.69	Includes Tree Work
Street Lighting	£26,500.00	£19,727.82	-£6,772.18	Decarbonisation Costs but Street Lighting Energy Paid Q4	£8,319.15	£7,865.67	£0.00	£16,184.82	£13,250.00	£2,934.82	Decarbonisation Costs Covered by Grant
Admin	£1,750.00	£1,576.13	-£173.87	Lower expenses than anticipated	£958.36	£86.96	£101.97	£1,147.29	£875.00	£272.29	Includes New Printer & Internal Audit
Insurance	£1,500.00	£3,664.89	£2,164.89	Annual Premiums Paid	£779.02	£0.00	£2,885.87	£3,664.89	£750.00	£2,914.89	Annual Premiums Paid
Subscriptions	£600.00	£1,101.08	£501.08	Annual Subs Paid	£15.50	£0.00	£0.00	£15.50	£300.00	-£284.50	Annual subs paid in Q1
Training	£250.00	£0.00	-£250.00	Training open to all	£0.00	£0.00	£0.00	£0.00	£125.00	-£125.00	Training open to all
Newsletter	£3,750.00	£4,723.65	£973.65	Income Received from Advertising	£0.00	£0.00	£2,520.00	£2,520.00	£1,875.00	£645.00	Revenue from advertising
Grants	£6,000.00	£2,600.00	-£3,400.00	Applications welcome	£0.00	£0.00	£0.00	£0.00	£3,000.00	-£3,000.00	Applications welcome
Playground	£12,500.00	£739.32	-£11,760.68	Large Expenditure Planned H2	£0.00	£0.00	£0.00	£0.00	£6,250.00	-£6,250.00	Large Expenditure Planned H2
Village Facilities	£6,000.00	£12,314.55	£6,314.55	Includes SID	£6,266.53	£748.52	£2,188.94	£9,203.99	£3,000.00	£6,203.99	Includes SID
St Mary's	£5,000.00	£500.00	-£4,500.00	Lower costs than anticipated	£0.00	£0.00	£0.00	£0.00	£2,500.00	-£2,500.00	Lower costs than anticipated
VAT	£21,250.00	£9,148.13	-£12,101.87	Larger Expenditure Due in H2	£3,972.67	£3,067.89	£78.74	£7,119.30	£10,625.00	-£3,505.70	Larger Expenditure Due in H2
Professional Fees	£2,500.00	£11,051.00	£8,551.00	Professional Fees Related to Staff	£3,910.00	£5,581.00	£252.00	£9,743.00	£1,250.00	£8,493.00	Professional Fees Related to Staff
Neighbourhood Plan	£4,500.00	£31.00	-£4,469.00	Invoices due in H2	£0.00	£31.00	£0.00	£31.00	£2,250.00	-£2,219.00	Invoices due in H2
Trees	£4,000.00	£0.00	-£4,000.00	Invoices due in H2	£0.00	£0.00	£0.00	£0.00	£2,000.00	-£2,000.00	Invoices due in H2
Green Spaces	£500.00	£69.96	-£430.04	Changes to Green Spaces	£24.98	£0.00	£44.98	£69.96	£250.00	-£180.04	Changes to Green Spaces
<b>Total</b>	<b>£129,600.00</b>	<b>£98,864.42</b>	<b>-£30,735.58</b>	<b>Larger expenditure including street lighting energy due in H2</b>	<b>£31,557.82</b>	<b>£21,939.02</b>	<b>£10,698.02</b>	<b>£64,194.86</b>	<b>£64,050.00</b>	<b>£144.86</b>	<b>Includes Decarbonisation Costs Covered by Grant</b>

## Appendix B

### Lakenheath Parish Council Planning Sub Committee

### Notes

**From the meeting held on 16<sup>th</sup> October 2024 at 9.30 am.**

**Location: Parish Council Office**

***There were no members of the press or public present***

The members of the Planning Committee are Cllr W Overy, Cllr A Gyte, Cllr N Smith, Cllr M Hugo and the LPC Chairman, Cllr G Kelly.

***SOURCE: PLANNING PORTAL ON 10<sup>th</sup> OCTOBER 2024***

1. Apologies: Cllr G Kelly / Declarations of Interest: None Present: WO, AG, NS, MH

2. Members of the public may speak about an item on the agenda : None
3. To consider the following requests for consultation:

A Sent to Cllrs 24/09/2024

Planning Officer: James Morriss

Application no: DC/24/0862/FUL Consultation Expiry: **15 October 2024** (James Morris granted a one day extension)

Proposal Planning application - siting of static caravan

Location Oak Grove Kennels, Kennels Sedge Fen Lakenheath Suffolk IP27 9LE

Applicant Mrs Julie Pearson

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SFF076PDK0F00>

**DECISION: SUPPORT**

**Sent via WS Planning portal 16<sup>th</sup> October 2024 19.12hrs**

B Sent to Cllrs 24/09/2024

Planning officer: James Morriss asked for extension 24/09/2024

Expires: **10 October 2024**

RE-CONSULTATION IN RESPECT OF A PLANNING PROPOSAL

PROPOSAL Planning application –

- a. agricultural building for grain storage
- b. associated drainage basin

LOCATION 1 Hiss Farm Cottage, Station Road, Lakenheath, Brandon, Suffolk, IP27 9AB

APPLICANT Mr Clayton, C/O SDM Fabrications Limited

AGENT Swann Edwards You have been consulted previously in respect of the application noted above. The following amendments by the applicant/agent have been received: Submission of further information including an amended landscaping mitigation plan/ assessment, ecological assessment , drainage report and inclusion of drainage basin and highway statement. The changes are available to view in the planning section of our website for your consideration.

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RR7JZCPDHTI00>

**DECISION: SUPPORT**

**Sent via WS Planning portal 16<sup>th</sup> October 2024 19.17hrs**

C. Sent to Cllrs 24/09/2024

Planning Officer: James Morriss

Application no: DC/24/1229/FUL

Consultation Expiry: **16 October 2024**

Proposal: Householder planning application - a. outbuilding for vehicles and equipment storage (following removal of existing outbuilding)

Location: Fen House Sedge Fen Lakenheath Suffolk IP27 9LG

Applicant: Tracey Sambridge

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SI49MPDLC400>

**DECISION: SUPPORT**

**Sent via WS Planning portal 16<sup>th</sup> October 2024 19.20hrs**

D. Planning officer: Daniel Gospel Application no: DC/24/1402/TCA Consultation Expiry: **18 October 2024**

PROPOSAL Trees in a conservation area notification - one Willow (on plan) crown reduce up to three metres above ground level and two Prunus (on plan) crown reduce up to three metres above ground level

LOCATION Croft House 19 Back Street Lakenheath Suffolk

APPLICANT Mrs Diana Strevens

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SKB5ZXPDMAD00>

**DECISION: SUPPORT**

**Sent via WS Planning portal 16<sup>th</sup> October 2024 19.23hrs**

E. **NOTED** SENT TO MEMBERS 03.10.2024 Appeal decision - 21 Anchor Lane

**Rickard, Hayley**

We have received an appeal decision for DC/22/0849/FUL  
Planning application - one dwelling and garage  
Application – refused – delegated  
Appeal – dismissed  
Case officer – Amey Yuill

Kind regards  
Hayley Rickard  
Technical Support  
Systems and Technical Support  
Direct Dial: [+44 1638 719335](tel:+441638719335)  
Email: [hayley.rickard@westsuffolk.gov.uk](mailto:hayley.rickard@westsuffolk.gov.uk)

F. **(i) Application no: DC/24/1001/HH** Planning officer: James Morriss

Application no: DC/24/1001/HH

Consultation Expiry: 26 September 2024- Comment extension granted – emailed all committee members

Proposal: Householder planning application - conversion of outbuilding to annex linked to main dwelling

Location: 13 Anchor Lane Lakenheath Suffolk IP27 9DP

Applicant: Billy Elvin

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SGQ2PNPDKJB0>

**DEFERRED UNTIL SEPT AS UNABLE TO VIEW ON WEST SUFFOLK SITE DURING August meeting**

**DECISION: OBJECTION**

**Anchor Lane is very narrow with sharp bends: any perceived increase in vehicle movement would create issues. The members ask for clarification: is the extension composed of three bedrooms, bathroom and open plan kitchen? Is this wholly for family use or is it planned as an air bnb/ similar?**

**The existing parking may well be inadequate for both family and customers.**

**Confirmation of parking access is also sought.**

**Please clarify if the stairway shown on the plan is outside?**

**LPC COMMENT SENT VIA PORTAL 16<sup>th</sup> OCT 2024 at 18.44hrs**

**(ii) Application no: DC/24/1002/LB Planning Officer: James Morriss**

Consultation Expiry: 26 September 2024

Proposal Application for listed building consent - conversion of outbuilding to annex linked to main dwelling

Location: 13 Anchor Lane Lakenheath Suffolk IP27 9DP Applicant Billy Elvin

**See Application no DC/24/1001/HH**

G. West Suffolk Local Plan Comment

(i) Input from H Brown in red (largely agreed by members)

Lakenheath has a population of around 4,500 people and is located in the north west of the district close to the Breckland SPA and SAC, a SSSI / local nature reserve, and an RAF base. Six sites are allocated which collectively are expected to accommodate around 800 new homes during the plan period.

**AP32 Matthews Nursery, High Street, Lakenheath** Examination of West Suffolk Local Plan – IN4: Matters, Issues and Questions This is a 1.86 ha site that contains buildings identified as non-designated heritage assets. It is allocated for up to 28 homes and 1,000 sqm of commercial floorspace. The site had planning permission on 1 April 2023.

**Q4.55.** *Is there a reasonable prospect that 28 dwellings will be completed on allocation AP32 Matthews Nursery, Lakenheath during the plan period?*

Yes

**Q4.56.** *Are the development requirements in policy AP32 justified, and will they be effective in achieving sustainable development on the site? In particular: a) Is the requirement for 1,000 sqm*

*floorspace justified and is it clear what uses are meant by “commercial”? b) Will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

The existing owner has been unable to locate a retail purchaser for the main retail part of the site. It is likely eventually for a change of use to residential be requested. This will be a loss of the only possible future mode of employment.

There is no way whatsoever of mitigating noise in external spaces.

**AP33 Eriswell Road, Lakenheath** This is a site of around 5.5 ha allocated for up to 140 homes. It had planning permission on 1 April 2023.

**Q4.57.** *Is there a reasonable prospect that 140 dwellings will be completed on allocation AP33 Eriswell Road, Lakenheath during the plan period?*

*This development is now in progress.*

**Q4.58.** *Are the development requirements in policy AP33 justified, and will they be effective in achieving sustainable development on the site? In particular, will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

**AP34 Rabbithill Covert, Station Road, Lakenheath** This is a 3.45 ha site allocated for up to 81 homes. It had planning permission on 1 April 2023.

**Q4.59.** *Is there a reasonable prospect that 81 dwellings will be completed on allocation AP34 Rabbithill Covert, Lakenheath during the plan period?*

*This development has commenced but stalled.*

**Q4.60.** *Are the development requirements in policy AP34 justified, and will they be effective in achieving sustainable development on the site? In particular, will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

There is no way whatsoever of mitigating noise in external spaces.

**AP35 North of Station Road, Lakenheath** This is site of around 22 ha allocated for up to 375 dwellings and a primary school. Planning permission was granted in February 2020. Examination of West Suffolk Local Plan – IN4: Matters, Issues and Questions

Outline planning consent only in place.

**Q4.61.** *Is there a reasonable prospect that 375 dwellings will be completed on allocation AP35 North of Station Road, Lakenheath during the plan period?*

Yes.

**Q4.62.** *Are the development requirements in policy AP35 justified, and will they be effective in achieving sustainable development on the site? In particular, will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

There is no way whatsoever of mitigating noise in external spaces.

**AP36 Briscoe Way, Lakenheath** This is a 2.78 ha site allocated for up to 67 homes. It had planning permission 1 April 2023.

**Q4.63.** *Is there a reasonable prospect that 67 dwellings will be completed on allocation AP36 Briscoe Way, Lakenheath during the plan period?*

This development is now under construction.

**Q4.64.** *Are the development requirements in policy AP36 justified, and will they be effective in achieving sustainable development on the site? In particular, will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

**AP37 Burrow Drive / Briscoe Way, Lakenheath** This is a site of around 9.5 ha allocated for up to 100 homes.

**Q4.65.** *Is there a reasonable prospect that 100 dwellings will be completed on allocation AP37 Burrow Drive / Briscoe Way, Lakenheath during the plan period?*

Yes

**Q4.66** *Are the development requirements in policy AP37 justified, and will they be effective in achieving sustainable development on the site? In particular: a) Is the requirement in part (e) for a 30 metre minimum landscape buffer to the cutoff channel justified?*

How can this now be brought about when with 3 of the current major cases where approval is now granted, the developers are paying towards the provision of a cycle route adjacent to the cut off channel. The Section106 agreements state for Eriswell Road “To use the Strategic Green Infrastructure Contribution to secure public access along the Cut-off Channel for recreational purposes and as part of the strategic mitigation for the settlement and also footpath provision and improvements to the south of the village (to the south of Undley Road). For Briscoe Way “ to use the Strategic Green Infrastructure Contribution to secure public access along the Cut-off Channel by providing a bridge for recreational purposes and as part of the strategic mitigation for the settlement”. For Rabbithill Covert “To use the Strategic Green Infrastructure Contribution to secure public access along the cut-off channel by providing a bridge for recreational purposes and as part of the strategic mitigation for the settlement.”

*b) Is it necessary to modify policy AP37 to state that a site specific flood risk assessment will be required and that the layout of development should be based on a sequential approach to ensure that development is located in areas of the site that are at lowest risk of flooding?*

Yes

*c) Will the requirement relating to “noise mitigation” be effective in ensuing acceptable living conditions for future residents and that there would be no detriment to the operational use of RAF Lakenheath in accordance with policy SP16?*

There is no way whatsoever of mitigating noise in external spaces.

*d) Will the requirement relating to “infrastructure” be effective in both ensuring acceptable living conditions for future residents and the operation of the nearby wastewater treatment facility will not be inhibited?*

*Natural progression of the new estate. It would be preferable to see another entrance via Burrow Drive into the extension as full access via one road could lead to a choke point.*

### **Employment**

1. The proposed site of SA16j and the Matthews site is insufficient to provide employment facilities for the number of total proposed development for Lakenheath.
2. Without local job opportunities, residents will need to commute longer distances for work, leading to higher transportation costs, traffic congestion, and longer travel times. This adds strain on public infrastructure and road networks, negatively impacting quality of life.
3. Planning housing without sufficient local employment forces more reliance on cars or public transport, increasing the area's environmental footprint.
4. A healthy community thrives when people can live and work in the same area. Without local employment, the area risks becoming a "dormitory town" where residents live but do not engage in the local economy or community life. This weakens the social fabric and undermines community cohesion.

5. Local economies rely on residents spending money in the area. Without local jobs, people are less likely to spend money on local services, shops, or businesses, leading to economic stagnation. This discourages further investment in the area, creating a downward spiral.
6. By not including employment opportunities in the planning of housing estates, the potential to foster a vibrant local economy is missed. Encouraging mixed-use developments with both housing and employment opportunities could stimulate business growth, attract investments, and create a balanced community.
7. Regional planning goals should aim to create balanced communities where residents have access to work, amenities, and services. Housing developments without employment options go against these objectives, disrupting the overall vision for sustainable urban and regional growth

### **M13. Community facilities**

*National policy expects local plans to plan positively for the provision and use of community facilities such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship, and to guard against the unnecessary loss of valued facilities and services particularly where this would reduce the community's ability to meet its day-to-day needs<sup>74</sup>.*

*It is to be noted that since the plan period commenced Lakenheath has lost the fortnightly visit of the mobile Lloyds Bank and its post office therefore there is nowhere now offering banking facilities.*

*Areas of deficit should be considered as follows:*

1. *Lack of employment opportunities.*
2. *Non car modes of transport.*
3. *Lack of good transport links.*
4. *Insufficient retail facilities.*
5. *Roads will be unable to cope with the demands to be placed upon them if all the proposed sites are developed.*
6. *Public transport is very limited, and like the road the one bus service we have only travels north and south.*
7. *The railway station some 3 miles from the village has no car park, trains only stop at weekends and no bus service reaches it.*

*Often, regional planning goals aim to create balanced communities where residents have access to work, amenities, and services. Housing developments without employment options go against these objectives, disrupting the overall vision for sustainable urban and regional growth.*

*By considering these objections, housing developments can be planned in a more balanced and sustainable way that promotes both residential and economic vitality.*

### **H. One week extension granted (Late application) Planning Application**

**DC/24/1318/FUL | Planning application - a. change of use from a dwelling (C3) to a respite care facility (C2) b. rear extension and associated works | 6 Wings Road Close Lakenheath Suffolk IP27 9HY**

### **Comments submitted 25/10/2024**

- Your comments have been successfully submitted.
- Comment document has been successfully uploaded for public viewing.
- A confirmation email has been sent to the case officer. **OBJECTION Inadequate parking and access lane disrepair & narrow**

- Appendix C

2024/83 **Public Participation: Representations from Members of the Public**

Item b. Trees at The Green, Highlands are causing work with shedding seeds, leaves, clerk to look into.

**15.10.2024 Report from RH Landscapes:**

*The horse chestnut has some signs of bark cracking but it is not going to fall over anytime soon, and is so small it doesn't pose a danger. The Mountain Ash next to it is small and although not the best specimen again poses no danger. The other Maples nearby look in good health.*

*If the resident is concerned I would direct them to the West Suffolk Tree Officer.*

**Report from West Suffolk Council**

