

LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Meeting held on Monday 6th December 2021.
Held at Lakenheath Methodist Chapel commencing at 7:00pm

Present

Councillors: E Morley (Chairman), R Norman, J Cahill, J Gentle, A Gyte, P Gyte, J Hastings, G Kelly, W Overy, Cllr: I Frost, Cllr: S Palmer, Lakenheath Squadron Leader: S Geary M Flint (Clerk) Cllr S Frost-District, Cllr: C Noble District and County 4 members of the public.

Apologies for Absence

Declarations of Interest

Cllr: A Gyte-Lakenheath Football Club

Cllr: P Gyte- Lakenheath Good Neighbours

Cllr: J Hastings-Lakenheath Keep Fit, Curling Club

Cllr: Overy- Keith Overy Commercials, Tina's Country Kitchen, Fenland Flowers

Cllr: Norman. Village Hall and Goward Evans Charity

Confirmation of Minutes of Meeting held on 6th November 2021

It was noted that the date of the next meeting was recorded incorrectly Clerk agreed to the amendment. It was agreed that the minutes were a true record of accounts and it was proposed and seconded that these should be signed as such. All agreed.

Representations from Members of the Public

A parishioner raised concerns in regards to speeding, parking, lack of crossing adjacent to the play area, street lighting and lack of signage to identify the football club.

(a) Police Matters Police-Police have launched 'No excuse' The month-long initiative begins today, Wednesday 1 December, and continues until Saturday 1 January, in conjunction with a UK-wide operation organised by the National Police Chiefs' Council. It will see officers carrying-out roadside checks throughout the day and night - including early morning checks - as well as intelligence-led enforcement activity. Cllr: Norman asked that the minutes reflect our disgust at the recent theft from the village phone box.

Reports & Questions:

(a) RAF Commander Lakenheath.

SL: Geary reflected on last two months activity on the base and then informed the PC that the new aircraft would be arriving middle of December and that an increase of traffic would be noticed as Plane spotters were likely to attend the area in number. Unfortunately he could not confirm the exact date at this time.

SL: Geary and 1 member of the Public left the meeting at 7.17pm

The Council had received a copy of the newsletter from Cllr: Noble before the meeting.

(b) West Suffolk District Council

In Cllr: S Frost's absence Cllr: Kelly reported that parking wardens had attended the village 12 times in the last month and had issued 5 parking tickets. Thanks to Cllr: S Frost's intervention we would now see more parking wardens in the village.

7	<p>(c) Suffolk County Council Council received a copy of the Suffolk County Council newsletter. <i>1 member of the public returned to the meeting 7.24pm.</i></p> <p>Planning Matters - To consider all outstanding Planning Applications and if necessary, any applications received after preparation of the agenda:</p> <p>Cllr: Kelly reported as far as general planning is concerned this was an application from Persimmon to have the sound proofing measures unchecked. The planning sub-committee will arrange a meeting on site with Permisson to discuss. A planning application has been received for the erection of a large barn on the field at Maidscross. Cllr: Kelly has concerns about this as it would be fine if all of the trailer and machinery that are currently on the field were stored in the barn but if not it would just destroy a village amenity.</p> <p>(b) Neighbourhood Plan update.</p> <p>It was reported that there was a meeting coming up about the High Street regeneration Scheme and it is believed that the Government is putting futher funding into this. Lakenheath have a bid for £15k of funding currently. The design scope work has not yet been received. West Suffolk have not yet put in their housing numbers required.</p>
8	<p>Lakenheath Cemetery</p> <p>(a)To receive a Cemetery Report</p> <p>Cllr: A Gyte reported that the cemetery was looking good, with no moles. There were a couple of issues to report the toilet door is sticking and not closing properly. Also two benches at the far end of the cemetery could do with some care. Clerk said she would ask the Village keeper to look at both issues.</p> <p>(b) To confirm Grant of Exclusive Rights of Burial</p> <p>Philip Jackson</p> <p>(c) Camera installation and other pending works including tree line.</p> <p>Cameras are installed and working as should be. The clerk has received two quotes for the cutting of the tree line The first is for £1560. The 2nd is for £1,800 + VAT. Both Quotes will leave the pines in place. The alternative is to leave the trees to grow naturally and not cut them at all. The Council considered both quotes and it was proposed and seconded that the trees were left to grow naturally for another year and then to revisit the leveling of the tree line.</p>
9	<p>Panels- to further consider the adoption of the Panels The Clerk has had contact with the insurance company in regards to the adoption of the panels and was told that the cost to the policy would be an extra £412.22 per year, they have suggested that we are aware of the impact that claims will have on the policy and that although it will not affect the no claims, in the incident of multiple claims for the panels or anything else will increase the premium for the next year. The current cost for the annual policy is £2058.72. Clerk then spoke to Mrs Clare Shimmon of the Lakenheath Heritage trail who confirmed that the group would take responsibility for general upkeep eg cleaning and minor repairs, minor damage such as scratched paintwork or minor graffiti. They will carry out a risk assessment (although the insurance company will require the PC to produce their own) Lakenheath Heritage Group does not currently have any public liability cover. After consideration the Council voted to accept the request to adopt the panels and the clerk was tasked with informing the insurance company and The Heritage Group.</p>
10	<p>Financial Matters including: -</p> <p>(a) Payments of Accounts It was agreed that the payments were an accurate account and it was proposed and seconded to pay the accounts as stated. This was agreed by all.</p>

	<p>(b) Bank Reconciliation for October</p> <p>It was accepted that an accurate record of accounts and it was proposed and seconded that this be accepted as an accurate record of accounts. All agreed.</p> <p>(c) Appointment of Internal Auditor.</p> <p>It was proposed to appoint Anthony Preece of Anytee Accounting Mildenhall. This was agreed by all</p> <p>(d) Proposed Budget to review and discuss</p> <p>The Clerk reported that she had made the adjustment to the proposed budget that had been agreed in the October meeting and presented the new budget for consideration. This was discussed and it was proposed to accept the budget for 2022, this was seconded and agreed by all.</p> <p>(e) Precept Setting- Discussion</p> <p>Clerk reported that she had been asked by the Chairman for two calculations for next years precept The first is for a precept of £186,400. Which will mean there is no transfer from reserves this will be an increase of 18.69% per household on last year Secondly, the precept could be set at 170,400 with a transfer of reserves of £16,000 this would give an increase of approximately 8.50% for each household. This is based on last years tax base and may be lowered if the number of households in band D increase in line with the new builds in the village during this tax year. Cllr Gentle expressed concern that by using the reserves it may impact on business continuity. However, it was proposed that the precept was set at £170,400 with £16,000 from reserves due to the concern in regards to the impact on the parishoners after a period of hardship following Coronavirus. This was seconded and the vote was carried 9-2 (two abstained from the vote) The Precept form was then signed and dated by the Chairman in front of the full council and then immediately signed and dated by the Clerk.</p>
11	<p>Update on tarmac quotes.</p> <p>The Clerk has engaged 3 companies to survey the Play area and quote for the tarmac replacement, one quote has been received £12,049.+ VAT . The other two companies have not yet sent in quotes. It was agreed that the clerk would chase the other two companies and report back in the next meeting.</p> <p><i>The Council voted to exclude members of the public from the meeting due to the confidential nature of the next items. 4 members of the public left the meeting 7.55pm</i></p>
12	<p>St Mary's Churchyard.</p> <p>(a) Tree work.</p> <p>Clerk reported that she had received two quotes for the pollarding of 16 lime trees in the churchyard as these were close to electical cables. Cllr: Kelly said that he had recently read that this type of work is carried out by the power companies and suggested that the Clerk look into this and report back at the next meeting.</p> <p>(b) Claim for excess Clerk reported that she had received a solicitors letter for recovery of a claim for damages that was received after damage to a outbuilding roof. This is in the hands of our insurance company and we will wait to hear.</p>
13	<p>New Staff Handbook. It was agreed that Cllr: Hastings and Cllr: P Gyte would look at the staff handbook and produced a condensed version for consideration at the next meeting.</p> <p>Items for Future meetings</p>
14	<p>Lakenheath Times, Staff Handbook, Tree work at St Mary's. Tarmac quotes.</p>
15	<p>Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency.</p> <p>Toilet Opening /Closed. The Clerk received an application for the role opening and closing the toilets at the weekend, the clerk has met with her last week and she seem responsible and trustworthy. The role is 2 hours per weekend self employed. The Council agreed to a hourly rate. And the Clerk was tasked with making contact with the applicant and offering her the role.</p>

There followed a discussion on two items that are confidential. The Clerk was tasked to carry out instructions of the Council.

To note date of next Meetings - Monday 10th January 2022

There being no further business the meeting closed at 8.25pm

Sign

Date

CHAIRMAN

Signed as confirmation that they are a true record.

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