

LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Meeting held on Monday 1st November 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, M Flint (Clerk) Cllr S Frost (District), Cllr: C Noble (West Suffolk) 1 member of the public.

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Apologies for Absence

Cllr: I Frost, Cllr: S Palmer, Lakenheath Squadron Leader: S Geary, Assistant Clerk C Mason,

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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

3

Confirmation of Minutes of Meeting held on 4th October 2021

Cllr: Overy noted that the date of the next meeting was recorded as 4th November which was incorrect and Clerk offered apologies and 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.

4

Representations from Members of the Public

A parishioner raised her concerns in regards to Footpaths 4 and 5 to the east of Stallode Bank, access and maintenance of footpaths and adoption on the definitive map. As County Cllr: Noble had not yet arrived but District Cllr: S Frost was in attendance the Chairman Cllr: Morley suggested that contact details were exchanged and this could be passed on to Cllr: Noble to follow up as this was deemed beyond the remit of the Parish Council.

Parishoner left the meeting at 7.16pm

5

Introducing Christine Mason - Assistant Clerk.

As Clerk Mason had offered her apologies, this item was deferred to the next parish meeting

6

Reports and Questions

(a)Police Matters Police-

A silver BMW travelling towards Brandon-on-Brandon Road, Eriswell, left the carriageway just before 5am Sunday 17 October and collided with trees.

It has been reported to police that rabbits are being shot using a rifle, rather than a shotgun on Lakenheath Warren, it seems that these incidents are taking place under the cover of darkness and the carcasses are being left in situ. To date 3 rabbits have been found.

7	<p>Sometime between 6.30pm Saturday 23 and 7.30am Monday 25 October entry was gained to a white Ford Transit van via unknown means. Damage was caused under the driver's dash panel and racking in the rear of the vehicle. A quantity of power tools was stolen.</p> <p>On Friday 29th October two cars were hit by a speeding car on High Street Lakenheath outside Goward House. The number plate and details were taken by a witness and these have been passed onto police, who are continuing with their enquires</p> <p><i>Cllr Noble arrived at the meeting 7.22pm</i></p> <p>Reports & Questions:</p> <p>(a)RAF Commander Lakenheath. As the Squadron leader was unable to attend the meeting the Clerk read the report sent</p> <p>Operations</p> <p>48 Fighter Wing Medical Group personnel have returned from Ramstein.</p> <p>494th Fighter Squadron have returned from Operations.</p> <p>48 Fighter Wing participated in a successful aircraft crash exercise on 7 October 2021. The simulated F35 crash was also attended by personnel from Suffolk County Council, Suffolk Emergency Services, Environmental Agency, RAF Marham and RAF Honington.</p> <p>Community Engagement</p> <p>Suffolk and Norfolk High Sheriffs and Deputy Lieutenants from Suffolk, Cambridge and Norfolk visited RAF Lakenheath on 21 October 2021.</p> <p>I met with 48 Fighter Wing Public Affairs and HQ Air Media and Communications teams on 22 October 2021 to discuss arrangements for the arrival of the F35A aircraft and the planned F35A community engagement event. I hope to have a date for the community engagement event very soon.</p> <p>RAF Lakenheath will be supporting more than 20 Remembrance events around the County this month. Squadron Leader Geary will definitely be attending the Lakenheath Remembrance Event on 14 November 2021.</p> <p>SL: Geary has raised the Parish Council concerns about F15s overflying Lakenheath village with our Ops Team and they have confirmed that all aircrew have been reminded about the requirement to avoid overflying the village.</p> <p>Questions asked by Councillors</p> <p>Cllr: Morley ask that the Clerk send back to the Squadron Leader that he felt that it would have been appropriate for a representative from Parish Council to have been invited to the aircraft crash exercise.cllr: Kelly explained that as he had attended many such event in his professional life it would not have been appropriate and was a training exercise for the emergency services.</p> <p>Cllr:Hastings is there a time that they can start flying as a parishioner had raised concerns that theflights were getting earlier and earlier. Cllrs discussed this and it was agreed that the planes needed to fly in all conditions and that wars were not 9am-5pm.</p> <p>c) Suffolk County Council</p> <p>Cllr: Noble apologised for his late arrival and asked the Clerk if there were any groups in the village that were specifically for registered blind people. The Clerk was not aware of any and Cllr:Noble said he would forward the parishoner's email to the clerk to respond to.Cllr: P Gyte said that if the parishioner needed any help then the Good Neighbours team could offer support.Cllr: Hasting said they would welcome the parishioner in any of the groups in the village.</p>
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Cllr: noble reported that the County Council are currently going through the budget setting process but there is no money. The Government delivered the budget last week but County Council will not know how much money is available until mid December, but what has been said is that Adult Social Care will be capped at 1% before you have to go to referendum and Council Tax will be capped at 2% before you have to referendum. Lots of challenging things coming for Local Government.

Cllr: Noble asked for questions from the Councillors. Cllr: P Gyte explained that the Clerk had forwarded to her an email trail from a resident in regards to speeding and parking in the village and that she had some questions in regards to Cllr: Noble's response to this resident. She asked for details of when the new development came to Station Road that there was traffic calming proposed in line with the development, can Cllr: Noble give details of what calming measures may be? Cllr: Noble said that he would ask the District Council (as it is a S:106 matter) and he will ask them to comment. There are a raft in within the S:106 agreement for traffic calming measures such as the new pedestrian crossing on the Eriswell Road, so that people on the new estate can walk down towards the village and there will be some stuff relating to the school, unfortunately the school will now not be built until the houses are completed as that was a lot of money that we had allocated a long time ago and for various reasons we all know that has now passed and the school will not now come until the numbers of children in the village require for the school to be built. The infrastructure, roads system have to be established first and there will be some calming measures around that as well. Cllr Noble suggested that the Clerk write to him and he would then contact district to try to get some answers on that. Cllr; Gyte commented that with respect a couple of zebra crossing aren't permanent calming measures as they will only slow the traffic when someone is crossing on them. Cllr: Gyte is much more interested in and focusing on some kind of permanent traffic calming in the village, now that the 30-mph sign has been put out further on Station Road there are no repeaters out there and that stretch is used like a formula one race track coming into the village. And similarly coming in from the other end of the village. Cllr: A Gyte explained that she has had a reply from Highways and they have said that there are certain types of traffic calming which they may or may not consider and she is now in the process of looking at a link for safety and speed management on Suffolk Highways website, she has asked if there can be some sort of discussion on the issues facing Lakenheath and asks if Cllr: Noble will be supportive of that meeting? Cllr: Noble said maybe it could link into the Lakenheath Neighbourhood plan and Cllr: Gyte reminded him that the concerns from the village have come from the survey. elected representatives it is important that we are seen to be doing something about the issues that was the number one concern for the parishioners. Cllr; Noble stated that he was not quite sure but that it is now higher on the agenda than it was pre-covid across the villages, he would also say it is now the number one issue that people are raising with him and the reality is there are some things that can be done but the main solution would be for the motorist to slow down, you know you're in a village and it's a personal decision for a lot of people that it doesn't matter and they will speed through. And he regularly follows people coming into Lakenheath who are doing 50mph way past the village sign. The problem is that when the police actually do enforce that majority of the people that they catch are villagers there are certain things you can do but you can't solve it all. We know there are issues with the Americans and the predominately young men from the base who drive like they're on a race track and we do speak to the base in regards to this. Cllr; Gyte said this is why it is vital that there is a permanent way of physically slowing them down surely Cllr: Noble should be in support of this. Such as road narrowing and priority systems. Cllr Noble reported that although this is favoured in Cambridgeshire it is not favoured in Suffolk and that if you had road narrowing in Lakenheath you would have queues of traffic miles long, due to the volume of traffic flowing through Lakenheath. He believes that the queues would be three to four miles long. Cllr: P Gyte finished by asking Cllr: Noble that if she could arrange a meeting with to discuss what may or may not be possible would Councillor

	<p>Noble be happy to attend, Cllr: Noble replied that he would but it would depend on the availability in his diary. Clerk reported to Cllr Noble that although he was not in the meeting for the police report that there had been an incident with a speeding car that had hit two park cars in the High Street. Cllr: Overy thanked Cllr: Noble for his help with the painting of the white lines at Farthing Drove. Cllr Norman pointed out to Cllr: Noble that there was a pedestrian crossing alongside traffic calming in Brandon at Rattlers Road and that this was the sort of crossing that he believed was needed in Lakenheath. Cllr: Noble stated that these are no longer being installed due to the noise issues for the residents living adjacent to the traffic calming.</p> <p>(b) West Suffolk District Council</p> <p>Cllr: S Frost reported that the budgets were under discussion for District and that finances were still recovering from last year. He also reported that he is seeing more planning consultation comments from Lakenheath. It's been a quiet month for district. Cllr: Morley asked about Remembrance Day and Cllr: Frost confirmed that the service was taking place at the war memorial and that the RBL had arranged for refreshments in the village hall after the service. Cllr: Kelly asked that apart from car park charges another source of revenue for the district is parking enforcement offenses, we did see the parking enforcement officers on a couple of occasions and on both occasions, it has been at about 10am as he came in this evening there was a lorry and a car on the zebra crossing zigzags and this happens regularly at this time. This is a criminal offense, we asked West Suffolk police back when we lost the possibility of a PCSO in the village to please talk to us as if it was a case of hiring somebody part time and were not interested in making a fortune out of it and that Suffolk could keep the funds, we were told at that point that it would be sorted out and that West Suffolk Council would get back to us but nobody ever has. Cllr; Kelly asked for Councillor Frost's help with bringing this back to the table.</p> <p><i>Cllr: Frost and Cllr: Noble left the meeting at 7.44pm</i></p>
8	<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 September</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) Proposed Budget to review and discuss</p> <p>The draft budget was presented to the Council and it was discussed in detail it was agreed that Street Lighting proposed budget should be higher and it was proposed and agreed that the proposed budget for this item be increased by an extra £5,000 to £23,000. The reserve on this item will remain at £57,000. The Clerk itemised each item and the reason that she had set the figure for expenditure next year. The Council confirmed that they were happy with the draft budget and the Clerk will bring it back to the table in December for final sign off before applying for next year's precept. The Council asked the Clerk to get a quote for the tarmac at the playpark before the next meeting.</p>
9	<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 the was an application from persimmon to have the sound proofing measures removed because that was what happened on the Bennett's site at Briscoe Way. The Planning Sub- Committee will make a forthright objection to this as the new development is only approximately 600 meters from the runway and if the RAF are doing their reduced Curves and the flights go up in numbers this will be a major problem for residents. There has been an application for 7 houses behind the old Cromwell Inn. We will not be supporting this, as the previous</p>

	<p>application was for just one house and that was rejected so we are unsure of the logic of asking for seven houses to be erected at the same spot. Eriswell Road overall reserve matters will be coming up in early December.</p> <p>Neighbourhood Plan update:</p> <p>The litter pick took place yesterday, it felt lighter than previously but it was noted that although there were less face masks and more surgical gloves picked up.</p> <p>The Lakenheath Times featured an update in regards to the progress of the plan and also details of the Business Network meeting which is taking place this month. Cllr: Gyte reported an update on the adult gym. He has spoken to the Pavilion and there is still 14 years on their lease, but until it is decided who is paying for the adult gym he can move no further, if the parish pay for it will cost approximately £15k if the playing fields pay for it the cost will be higher for them as they are not VAT registered and they cannot claim back the VAT but they will receive the grant from the Christian Enterprise. The Clerk reminded Cllr: Gyte that the playing fields Association would need to apply for a grant from the Parish Council under S:19 and Cllr: Gyte stated that they are aware of the procedure.</p> <p>Cllr: Kelly reported that the Planning Sub-Committee would be holding a planning committee meeting on the 6th December at the Methodist Chapel and this would take place directly before the next parish council meeting at 6pm. Cllr: Hasting asked what the aim of the Business Network Group was? Cllr: Overy reported that the aim was to bring together businesses to support a farmers' market and encourage the residents to use the local shops and businesses. To bring together the businesses to work in a more collaborative way. Cllr; Hasting mentioned that there was an issue with parking outside the Peace Memorial Hall and that this was an issue with the elderly users of the clubs. Cllr: Overy said that if this was brought up in the meeting there may be another business that could offer parking to Central Garage and it was this type of ethos that they were trying to remote, she also reminded the meeting that there were no parking restrictions outside the hall. The Clerk mentioned that whenever the garage was asked to move vehicles, they are very obliging. And are quite respectful she feels that they try to adapt. Cllr: Norman asked about planning permission for 27 Meadow Drive where a number of trees are to be felled, what is the outcome. Cllr: Kelly said that although there was no response from the Parish Council Planning Sub- Committee did not make a comment as he had sight of a letter from the tree office saying to the residents saying if you apply for this you will get it.</p>
10	<p>(a)Remembrance Day Parade</p> <p>Clerk reported that the parade will take place this year on the 14th November at 2.30pm and it has been agreed that the band will march from the Brewers Tap to the War Memorial and there will then be an outdoor service at 2.30pm. The War Memorial is 100 years old this year so it is felt that it would be a great idea to hold the service at the memorial. The wreath was ordered and the Clerk would ask to the</p> <p>(b)War Memorial The clerk reported Bierton Wood and Son quoted for the cleaning of the War memorial and the quote was accepted by the Chair and herself under delegated powers. The work was carried out last week and the memorial is looking really good. They have assessed any work that is needed for the lettering and will send a quote for that, but would recommend that this is not done until the Spring.</p>
11	<p>Adoption of the Heritage Trail Panels – to consider the adoption of the Heritage Panels</p> <p>The Councillors considered the adoption and asked the clerk to confirm with the Insurance Company the financial impact on the Parish Insurance policy. The clerk was asked to report back at the next meeting and it was proposed that the decision was deferred until more information has been gathered. This was seconded and agreed by all. It was asked who had offered the Village Keepers</p>

12	<p>services to the Heritage Trail and the clerk reported that having had email contact with Mrs Clare Shimmon it was confirmed that when the Village Keeper helped erect the panel in the Wing's Road Car Park he had been thanked and at that point stated that he was always willing to help. The Councillors proposed that due to current issues, the Village Keeper could if he wanted to volunteer to help the Heritage Trail Group but this would need to be in his own time and with no financial payment from the Council, the Clerk should also point out the keeper that he would not be insured by the Council if he decided to do this work in his own time and it will be classed as voluntary work.</p> <p>Lakenheath Cemetery</p> <p>(a) To receive a Cemetery Report</p> <p>Cllr: Hastings gave a cemetery report. General appearance is good and the gates and railing have smartened up the entrance way. The graves appear to be stable and there is little sinkage currently, there has been a wasp's nest and that was dealt with, within an hour of the Keeper reporting it to the clerk and there was one mole in the cemetery which has been dispatched by the mole catcher. The hedges need to be straightened and she asked the clerk to task the keeper with straightening it up. She also mentioned that the leaves are blowing into the chapel and this could be a slip hazard the village keeper should be instructed to sweep the chapel twice a day as needed to ensure that the wind blow is kept under control. It was suggested that this could be done when the keeper returns to the cottage before his lunch and also before he closes the chapel for the evening. Clerk has agreed to instruct the keeper about the hedge and the sweeping of the chapel.</p> <p>(b) To confirm Grant of Exclusive Rights of Burial</p> <p>There were none</p> <p>(c) Security at cemetery The Clerk has received a quote from force 8 and this is for the lesser cost of having the equipment in a locked box in the chapel. The quote is for £958.20 inclusive of VAT. It was proposed and seconded that the quote was accepted and the Clerk was instructed to arrange for the installation of the cameras. This was agreed by all.</p> <p>(d) Cottage Inspection</p> <p>Cllr: Norman reported on the recent Cemetery inspection. Cllr: Morley and Norman attended the Cemetery cottage for the annual inspection and it was found to be very clean and tidy, the outside areas were neat and the lawn well cut. The cottage from the outside looked in good condition the roof looked stable and the gutter is in good condition. Windows and door frames, Scott stated that the windows are drafted and has asked for them to be replaced. Clerk reported that SPA Installations have attended the cottage and they found that the windows are up to current regulation and did not feel that the fitting of the windows was in anyway defective, the hinges were all in good condition and there was no need to replace the windows. Steve Drew the owner of SPA Windows did suggest that if required he could fit retaining safety bars to ensure that the windows did not open fully, these would be in line with fire safety regulations but would ensure that a young child could not open the window and fall out. He would also re-mastic around the frames to tidy them up a bit, but that this was not essential work as it was more about cosmetic appearance rather than any issues with draft, which in his professional opinion was not excessive and well within the current standards for double glazing. The cost of this work would be approximately £100 + Vat and it was proposed that this work was done, this was seconded and all agreed. Cllr: Overy asked if the cottage has an energy rating certificate? The Clerk said she was not aware of one and Cllr: Overy proposed that one should be sourced as the PC would then have a better understanding of any issues this was seconded and agreed by all. It was further report that two fence Panels need replacing to the side of the property and the Clerk had</p>
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	<p>sourced a quote for the replacement of the panels which was £380.00. The Clerk reported that the Keeper had requested that the gates that were originally in place be reinstated as it would make it easier for delivery of fuel to the cottage. The Clerk reported that the quote for this was of a similar amount and would make life easier for the Keeper. This was discussed and it was proposed that due to security issues that had been raised by the Keeper that the fixed panels should be fitted. This was proposed and seconded and agreed by all.</p>
13	<p>Toilet Opening /Closed.</p> <p>The clerk reported the advert had gone in for a part time opener of the toilets, at Wings Road and the play area. As the Lakenheath Times has only just been delivered there has been no responses to date and the Clerk report that the Chairman had agreed to do this in the interim until a reliable person has been found.</p>
14	<p>Items for Future meetings</p> <p>Emergency Action Plan Update, Adoption of the panel from the Heritage Trails</p>
15	<p>Update on S137/S19 Grants to date.</p> <p>The Clerk reported that two grants have been received S.19 from the 2nd Lakenheath Rainbow Group which is a new group related to the Brownies for craft items and start up stationary. It was proposed and seconded that the PC grant £100 to the group. S.137 a grant request has been received from Headways. It was proposed and seconded to grant £50.00 all agreed.</p>
16	<p><i>The Council may wish to consider excluding members of the public due to the confidential nature of the next item.</i></p> <p>There were no members of the public present at this time</p> <p><i>The PC agreed to vary the items of the agenda and as suspend Standing Orders due to the time and items still to discuss.</i></p>
17	<p>Audit of equipment.</p> <p>This was discussed, and agreed that PAT testing would be carried out on relevant items of equipment and also that items that were in need of servicing should be serviced.</p>
18	<p>Village keeper and Training Needs</p> <p>This was discussed and agreed that the training needs should be met.</p>
19	<p>External HR Support</p> <p>This was discussed, proposed, seconded and all agreed that the Parish Council should engage an external HR Company</p> <p>Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency. There was none</p> <p>To note date of next Meetings - Monday 6th December 2021</p> <p>There being no further business the meeting closed at 8.51pm</p> <p>Sign Date</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>

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