

MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL

HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 4th July 2016.

Present: - Messrs D Gathercole (Chairman)

D Durrant	Mrs Lucas
E Morley	Mrs Brown
R Norman	Mrs Gyte
J Gentle	Miss Marston

Sqdn Ldr Neild and 3 members of the public were also present.

The Chairman opened the meeting and asked for the agenda to be varied. All agreed.

6. Reports from:-

(a) RAF Commander Lakenheath

Sqdn Ldr Neild said that there had been a surge of activity in June which he had not been advised about until after the June meeting. A July surge was also expected but not as busy as June. Once past July deployments would start and things begin to quieten down. The helicopters are also half way through their allowed flying time. He advised that there had been a number of thefts reported in Little Eriswell allegedly using chalk marks. Saturday had been the Wings & Wheels event following the pullback from Feltwell after last year's events. It went fairly well with some aviation activity. He doesn't yet know the chances of it being open to the general public in the future.

Cllr Brown asked if the increased activity was local aircraft.

Sqdn Ldr Neild said yes and that no visitors were planned.

The Chairman thanked Sqdn Ldr Neild and he left the meeting.

1. Apologies for Absence

Councillors Frost and Whitehand.

2. Declarations of Interest

Cllr Lucas - Sutton Services Ltd and Playingfield Committee (Elveden Estates).

Cllr Gyte – Lakenheath Good Neighbours and Trustee Lakenheath Peace Memorial Hall.

Cllr Brown – Lakenheath Youth FC and Volunteer Peace Memorial/Village Hall.

Cllr Marston – Christian Enterprise Foundation, Lakenheath Community Primary School and Forest Heath District Council.

Cllr Gathercole – Lakenheath Playingfields and Youth Club.

3. Police Matters

The clerk said that she had looked at the online police report but it didn't seem to have been updated since early June.

Cllr Brown asked for the clerk to contact Brandon SNT to check, following on from the Little Eriswell thefts, if there had been an increase in Lakenheath.

Cllr Norman said that there had been a speed trap on Station Road last week, with a speed camera at Briscoe Way.

Action Point – Clerk to contact Brandon SNT to check if there was an increase to thefts in Lakenheath.

4. Confirmation of Minutes of Meetings held on 6th June 2016

It was proposed to accept minutes. All present at the meeting of the 6th June agreed.

5. Representations from Members of the Public

Cllr Lucas said that she had received a number of complaints about the overgrown hedges at number 2 and number 6 Pashford Close, which are blocking the pavement.

Cllr Marston said that the hedge opposite the school is also blocking the pavement.

Action Point – Clerk to report overgrown hedges.

6. Reports from:-

(b) Forest Heath District Council to include Celtic Cross & Transport

Cllr Marston reported on the Engagement Sessions held for RAF Mildenhall and that after public consultation, planning permission was being sought for the new operational hub in Mildenhall. She added that devolution had moved to the next stage and that SCC are working hard to deliver extra transport services. She asked if due to his excellent knowledge, the Parish Council would like Cllr Noble to present information about the transport services.

Cllr Brown said that the SCC website referred to the 965 bus service which no longer runs.

Cllr Marston said that some routes were not commercially viable and that Cllr Noble was willing to come along to a meeting and explain.

Cllr Gyte asked if he would report specifically on transport.

Cllr Marston said that Lakenheath residents had used a new service that was available and that more money had been invested. She added that she could ask Cllr Noble to email the details.

Cllr Brown said that it would be interesting to have the information.

It was proposed to invite Cllr Noble to a meeting to report on Transport. Voting 7 in favour and 1 against.

Cllr Gentle asked if there was any more information available about the solar farm.

The clerk read an email from Lesley-Ann Keogh, Families and Communities Officer, inviting the Parish Council to be involved in the launch of the solar farm, should FHDC go ahead with the purchase at Toggam Farm.

Cllr Brown said that Cllr Edwards should be invited to a meeting to give more detail.

Cllr Lucas said that a response couldn't be given to Lesley-Ann without more detail.

It was proposed to invite Cllr Edwards to a meeting to report on the proposed purchase of the solar farm at Toggam Farm. All agreed.

Cllr Marston asked what the Celtic Cross referred to.

Cllr Brown advised Cllr Marston of the whereabouts on Lakenheath warren.

The clerk said that she had a FHDC leaflet in the Parish Office about Maids Cross Hill and the Celtic Cross.

Cllr Marston said she would look into it.

Resolution – Cllr Marston to invite Cllr Noble to a meeting to report on transport.

Resolution – Clerk to invite Cllr Edward to a meeting to report on purchase of solar farm at Toggam Farm.

Action Point – Cllr Marston to investigate the Celtic Cross.

(c) Suffolk County Council

Cllr Brown proposed a strong letter to Suffolk County Council about the roadworks on Station Road.

- The road closure was delayed,
- Diversion signs were not visible on major junctions, resulting in lorries having to turn around in Woodlands,
- Although the roadworks have finished, the signs are not visible showing a diversion,
- The works are reported to have taken only 3.5 hours. All agreed.

Resolution – Clerk to write to SCC regarding the roadworks on Station Road.

7. Street Lighting

The clerk said that she had emailed confirmation regarding the test on concrete columns but no report had been received.

8. Matters Arising from Minutes not elsewhere on the Agenda

Cllr Brown said that residents had asked her about the 'Tidy Village' sign that had been removed from the village sign post.

The clerk advised that it had been in a poor state of repair and could not be saved.

9. Planning Matters:-

(a) To receive report from Planning Committee

(b) To consider any other outstanding applications and matters including Lakenheath Hall

(c) Planning / Development and Legal Process

(d) Vision Plan

Cllr Brown gave her report:

Applications Supported

1. DC/16/0951/HH – 1 Eriswell Drive, Lakenheath - retention of boundary fence (combination of 1.83 metres and 1.22 metres in height)
2. DC/16/0972/HH - 16 Maids Cross Hill Lakenheath - Householder Planning Application - (i) Single storey front and rear extension (ii) single storey side extension and enlargement of existing garage (iii) increasing height of roofline to provide first floor living accommodation
3. DC/16/1025/HH - 10 Lilac Drive Lakenheath - Householder Planning Application - Single storey front extension, open porch and internal alterations to link dwelling with garage/utility
4. DC/16/1106/HH - 117 High Street Lakenheath - Householder Planning Application - Single storey rear extension
5. DC/16/0931/TPO 19 Meadow Drive, Lakenheath - TPO 141 (1971) - 1no. Beech Tree (T1 on plan, within area A1 on order) reduce crown by approximately 35%, lift crown at bottom branches by approximately 20% and remove dead branches
6. DC/16/1081/TPO 42 Station Road, Lakenheath – Fell 1no. Beech Tree and fell a sycamore tree both of which are rotting to the point of being dangerous.
7. Tree Preservation Orders have been granted in relation to the following proposed development sites:
 - a. JO/TC/TPO/45076 - TPO No 3 Land north of Station Road
 - b. JO/TC/TPO/45074 - TPO No 4 Land north of Broom Road
 - c. JO/TC/TPO/45075 - TPO No 5 Land South of Broom Road
 - d. JO/TC/TPO/45076 - TPO No 6 Land west of Eriswell Road

Applications supported subject to conditions

1. DC/16/0852/HH – 4 Dove Close, Lakenheath - Householder Planning Application – retention of site entrance wall built originally in the wrong place

Applications in circulation

1. DC/16/1273/TPO – 17 Birch Close, Lakenheath Scots pine with TPO to remove lowest lateral limb back to main trunk and sever Ivy.

Before talking about the major developments I would like to remind Cllr, Durrant that I believe that he cannot take part in discussions regarding planning as a result of his new employment status. I have checked with the deputy monitoring officer and have been advised that where a Councillor is present at a meeting of his council or authority, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee, and has a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, he must not:

- participate in any discussion of the business at the meeting, or if he becomes aware of his disclosable pecuniary interest during the meeting participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

In the meantime, I will continue with planning, development and the legal progress where it applies to planning. It is all now all about to come to a head.

Referring to the **SIR responses** to the consultation by West Suffolk of Core Strategy Policy CS7 and Site Allocations Local Plan have now been submitted. We asked our travel consultant to produce a report on the new Aecom technical report released for consultation in May extending the consultation period to 1.7.16. This he did and found on balance the update appears to be rather helpful as far as Lakenheath is concerned since it indicated that the level of traffic on the B1112 south of Lakenheath is significantly higher than previously forecast but there are no updated operational assessments and no additional information demonstrating that the highway improvements identified in the 2015 cumulative Aecom study, or a possible improvement to the A1065/B1112 junction that can be implemented. The update also provides no update on walking, cycling or public transport.

It was stated in the new Aecom Report that the 2015 study needs to be updated and that the results of that update need to be incorporated into a further update of the update. Yes, I did not understand this either. In short, there is a recognition that the evidence base remains insufficient to provide the necessary basis for rational decision making.

At the Local Plan Working group meeting at FHDC on the 16th June it was agreed that the next stage of work by the District Council will be to look at the mitigation/solutions and high level costings. This will involve some further traffic count work which I understood was to take place across the district last week. FHDC anticipate having the results early August and will be bringing a paper to LPWG in September to discuss the outcomes. These will feed into the final versions of the Site Allocations Local Plan and Core Strategy Single Issue Review at the next and last public consultation.

At the last minute we discovered that we were not able to make any representation directly on the new information provided directly so we submitted detail indirectly as a result of our traffic assessors report prepared for the purpose under general items effecting the Village. I can say that thanks to our Clerk working overtime on Friday that all 30 representations for the SIR we made were successfully submitted and acknowledged by email. Our Solicitor reviewed the sub committees comments and made little alteration just a few additions. Should anyone wish to see our responses our Clerk has copies.

Now onto the **major developments** – Last Thursday the Parish received a notice of an updated Cumulative Highways Assessment for all the major planning applications. The document has been prepared independently on behalf of the Local Highway Authority at Suffolk County Council and considers the potential highway related impacts of a number of current and potential future planning applications and developments in and around the village. The cumulative Highways Assessment has not been submitted by the applicants. We as parish have been given 14 days in which to respond to the documents, 4 in all. This is to be considered and discussed at a planning meeting please for 11 This Thursday. In the meantime, it has been passed to our Traffic Assessor for comment. This will be reviewed by the Solicitor prior to final submission.

Necton Management and Land adjacent to 34 Broom Road to provide 120 dwellings – Necton Management Have now applied to PINS for non-determination of their case. This will lead to a public enquiry not expected to come to the table till December. As a Parish we supported their application subject to cumulative impacts being overcome in relation to Highways, Education and Healthcare. We have as a result requested and been granted rule 6 status for this inquiry. In short supporting the scheme subject to mitigation measures to cover the concerns already mentioned. Our Solicitor will help with the preparation of our representation.

Because this case has never come before committee it is now scheduled to do so on Wednesday. This is purely to enable the Committee to consider the case it wishes to make at the forthcoming planning appeal. The Council is no longer able to determine the planning application which will now be considered by an appointed Inspector unless the Secretary of State 'calls in' the application for his own determination. A request made to the Secretary of State in that respect has been made by our Parish Council and remains unresolved. The appeal will as I said be determined following a public inquiry. The Council is able to make representations to the public inquiry and is able to carry on to resolve and represent how it would have determined the planning application. In accordance with established procedures, this is why the case is now brought before the Committee to enable Members to confirm the decision they would have taken, had they been in a position to take it. I will go to take notes of proceedings to enable us to come up with our submission at the public enquiry.

On the 20th July at a proposed extra ordinary meeting I understand that the Pigeon Site is to be bought to committee but until the agenda pack becomes available on the 13th we will not know on what basis.

Meanwhile there is an aviation report which makes for interesting reading. The solicitor will be involved in any submission on this case because of the nature of what is included or intended for the site.

All the other proposed Major developments are sitting in limbo until all the cumulative impacts have been properly assessed. There is currently a 6.9 year supply of housing land including a 5% buffer therefore there is no pressure by FHDC to have these cases agreed for the moment. This does include Hatchfield farm therefore if the result of that enquiry falls against FHDC the land supply figure will be reduced.

School and The Tesco Site Nothing further to report at this time.

Hatchfield Farm Enquiry Results were expected as soon as the referendum results were announced. This has still not occurred nor is it now known as to when they will be available.

Lakenheath Hall The new owners are now reaching the end of the remedial works to the grounds. All of the topsoil and associated tree roots that were illegally scraped off the land have now been 'screened' and the resultant clean soil is being carefully replaced. All of the building material that, in the scraping process, was mixed in with the soil has been taken out and will be disposed of by Sutton Services. In addition to the replacement of the topsoil, many tons of mulch have been laid in the worst affected areas, particularly around the base of the trees. As with all the work, this has been carried out under the close supervision of our arborologist, Chris Overbeke. It is hoped that the remedial work will stop any long term deterioration of the trees, though unfortunately only time will tell. They are hopeful that work will soon commence on plots 10 & 18. Forest Heath has recently changed its system on Pre-Application Consultation such that they now require a fee for this and we are not sure how quickly we can get an appointment to discuss our plans for the rest of the site. They started the work on the front wall but have been beset by the atrocious weather. The forecast for this week is better so hopefully they will make better progress. Most importantly they know that we are watching what is going on so keeping us abreast of developments.

The next Town and Parish Forum is on Wednesday 13th July 2016 at Brandon Country Park between 19:00 – 21:00 when apparently the main topic of discussion will be Parking enforcement as a hot topic last month and what Parishes can do to mitigate this creeping nuisance.

The Vision Statement. Since its preparation I would like an addition to the document that we should have a goal to try to work with RAF Lakenheath to establish practical boundaries for safe-guarded areas that are also related to over flights. This has come about as a result of pressure from District and County Councils to produce a Neighbourhood plan. Personally for our Village I feel that this is too late because of the number of pending applications there are already going through due process. Notwithstanding this the planning subcommittee has drawn up a document for consideration and discussion. I assume you have all read it. It is intended to lead to the development and eventual adoption of a Neighbourhood Plan under the Localism Act. For now, it is proposed to pin it to our web site and bring it to the attention of the electorate via the Lakenheath Times in the hope that they will endorse the contents. If there are no questions I would like to propose that we adopt the statement, with the aforementioned amendment, covering our current term of office, so that I can arrange for it to be added to the website and make it available to Parishioners. May I have a seconder?

It was seconded and all agreed.

Cllr Marston said to keep the Neighbourhood Plan in mind as money was available to pay for services carried out locally.

Cllr Gentle said that the Parish Council had supported the Necton Management site years ago and there was no coherent reason for objection.

Cllr Marston said that they had not mitigated the SSSI on Maids Cross Hill.

Cllr Brown went on:

'Finally, whilst writing the document it occurred to me that one problem we have in the village is the continued lack of maintenance and repair on our road network. A constant source of community complaint. I propose that we should have a separate committee who will monitor the situation and liaise with SCC Highways to ensure prompt repair. This should include a constant feed of problems within the Village. Is someone prepared to take on this task? I am afraid that I just do not have the time to cover this'.

Cllr Durrant suggested a proactive approach with an article in the Lakenheath Times highlighting SCC as the contact.

Cllr Gyte said that she would volunteer as it is the biggest cause of complaint in the village.

Cllr Marston said that she would help.

Resolution - After amendment, Vision Plan adopted.

Action Point - Cllrs Gyte and Marston to monitor road problems and liaise with SCC Highways.

10. Lakenheath Cemetery

(a) To receive a Cemetery Report including Trees in Old Section

Cllr Morley said that it all looked very tidy.

Cllr Durrant said that the top of the hedge was becoming a bit unruly.

The Chairman said that due to the height this work had last been carried out about 5-6 years ago by an outside contractor and asked for the clerk to investigate.

The clerk read the West Suffolk Tree Officer's report and apologised for not providing councillors with quotations for the trees in the old section but she had only received them herself on Friday. They are:

	A Pollard – All 99 Lime Trees	B Removal – 49 Lime Trees	C Pollard – 50 Remaining Lime Trees	Total B + C
SP Landscapes	£3300.00	£3625.00	£1650.00	£5275.00
Urban Forestry	£8775.00	£12700.00	£4875.00	£17575.00
CGM Group	£2850.00	£2900.00	£1450.00	£4350.00

Cllr Morley proposed to pollard all 99 trees but failed to be seconded.

Cllr Durrant proposed removal of half the trees and to pollard the remaining using CGM Group. All agreed.

Action point – Clerk to investigate contactors to cut the top of the cemetery hedge.

Resolution – CGM Group quotation accepted to remove 49 lime trees and pollard the remaining 50 in the old cemetery.

(b) To confirm Grant of Exclusive Rights of Burial

There were three – Elizabeth Stubbings, 16 Broom Road Close
Jaqueline Vinall, 19 Woodcutters Way
Andrew Bool, 13 The Mallards.

11. Financial Matters including:-

(a) Payments of Accounts

It was proposed to accept expenditure as listed and all agreed.

(b) Bank Reconciliation

A bank reconciliation for 31st May 2016 was presented. It was proposed to accept and all agreed.

(c) Publication of Financial Information

The clerk advised that an article had been published in the Lakenheath Times advising of the Period for the Exercise of Public Rights. This is in addition to the notification on the Parish noticeboard and the website.

The Chairman said that the Parish Council follows all legal requirements for the publication of financial information.

Cllr Marston said that she wasn't sure what accounts Cllr Noble was referring to but said that Mildenhall and others put their accounts online.

The Clerk advised that a list of all payments is published online each month with the Minutes. It was proposed to leave things unchanged. All agreed.

Resolution – Publication of Financial Information to remain unchanged.

12. War Memorial Stone

Cllr Gathercole explained that the Royal British Legion asked for pebbles.

Cllr Brown said that pebbles represent beaches.

Cllr Durrant said that they had looked at other options.

It was proposed to liaise with the RBL and to purchase pebbles to replace the shingle around the war memorial. Voting 6 in favour and 2 abstain.

Resolution – Clerk to liaise with the RBL to replace shingle around the war memorial with pebbles.

13. Lakenheath Station

Cllr Lucas asked who looks after the old signal box as it is falling into disrepair.

Cllr Brown said that it was due to be demolished.

Cllr Lucas asked when this would happen.

Cllr Brown said that there had been a planning application 3 months ago and the applicant could be asked when the work would be carried out.

It was proposed for the clerk to investigate and approach the applicant for a date when the signal box would be demolished. All agreed.

Resolution – Clerk to approach planning applicant to ascertain when the signal box would be demolished.

14. Parking Enforcement

Cllr Brown said that this matter was being discussed at the Town & Parish Forum and asked for it to be tabled for next month when more information would be available.

15. Village Sign

The clerk read a letter from Ian Smith requesting £250 to help purchase lavender plants for around the village sign. The Christian Enterprise Foundation have given £100 towards the total cost of £350. A mix of topsoil and compost is also required to fill the void where weeds have been removed.

It was proposed to fund the £250 for plants plus the topsoil and compost mix. All agreed.

Resolution - £250 agreed to fund lavender plants for around the village sign plus a topsoil and compost mix.

16. Dog Waste Bin – Roebuck Drive

The clerk read an email from a resident requesting an additional dog waste bin on Roebuck Drive.

Cllr Lucas said that proposed development would mean less dog walkers would use this area.

It was proposed to look into the provision of a bin when Cllr Marston had investigated FHDC covering the cost of emptying. Voting 7 in favour and 1 abstain.

Resolution – Provision of an additional dog bin in Roebuck Drive to be discussed once Cllr Marston ascertains if FHDC would cover the cost of emptying.

17. Countryside Access Consultation – Suffolk County Council / Suffolk’s Rights of Way Improvement Plan 2016

All Councillors had been provided with details of the Countryside Access Consultation. Each question was discussed and a response given. All agreed.

Resolution – Clerk to respond to Countryside Access Consultation.

18. Speed-Watch & Vehicle Activated Sign

Cllr Gyte said that she had met with PCSO Holly Allen who is showing an interest. They identified 5 sites which PCSO Chittock had said had already been passed on. An assessment was then carried out by the Roads Policing Unit but only 1 site was passed, Highfields. The main thoroughfares, ie. Eriswell Road and Station Road were identified as having problems such as closeness to 30 MPH signs and overhead cabling. Cllr Gyte said that she was disappointed but not prepared to accept the findings. Another meeting was scheduled for the 15th of July to reassess.

Cllr Norman asked if the Drift Road junction would be more acceptable.

Cllr Morley said that if overhead cable are a problem then the whole village is affected.

Cllr Brown said that Tutt Hill in Bury St Edmunds has a smiley face and she believes electricity cables overhead.

The clerk said that she had submitted the application for a vehicle activated sign to Suffolk County Council but had not yet received a response.

19. Old Waste Disposal Site – Maids Cross Hill

The clerk read an email from Matthew Axton, Environmental Officer for FHDC regarding contamination assessments, ownership and planning implications.

Cllr Brown asked what the Parish Council wanted to do with the site.

The chairman said that the base would not allow certain activities due to the safeguard area.

It was proposed to let sleeping dogs lie. Voting 3 in favour, 3 against and 2 abstain with the chairman’s casting vote in favour.

Cllr Gentle said that the land had been a swap for losing rights on other land owned by Elveden Estates.

The chairman said that half of the site had been commandeered by the MOD.

It was proposed to register, with land registry, the 9 nine acres of land owned by the Parish Council. Voting 7 in favour and 1 abstain.

Resolution – No further action to be taken with the use of the old waste disposal site.

Resolution – Land at the old waste disposal site, Maids Cross Hill to be registered with land registry.

21. Items for Future Meetings

- Parking Enforcement
- Street Lighting

22. Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency

The chairman asked what was happening with the damage to the churchyard wall alongside the dairy.

The clerk said that she was waiting to hear back from the diocese.

Action Point – Clerk to speak to the church warden about the damage to the churchyard wall

23. To note date of next Meeting – Monday 4th July 2016

Members of the public were asked to leave the meeting.

10. Lakenheath Cemetery

(c) Memorial – Grave Space 175*

There followed discussion about the memorial on grave space 175 and then the increasing problem of unauthorised items on graves.

It was proposed that ceramic photographs should be allowed on memorials and that the cemetery regulations be updated accordingly. Voting 4 in favour and 4 against with the chairman's casting vote in favour.

It was proposed that members of the cemetery sub-committee contact the owners of the exclusive rights of burial for the plots where unauthorised items are placed, requesting that regulations are followed and items removed.

Resolution – Ceramic photographs to be permitted on memorials and the regulations updated.

Resolution – Clerk to provide the cemetery sub-committee with details of the exclusive rights of burial holders so that they may contact them regarding unauthorised items on graves.

Cllr Marston left the meeting.

The chairman proposed in view of the time to suspend standing order 2v. All agreed.

20. Cemetery/Village Keeper review*

The clerk had provided each councillor with a copy of solicitor's advice. It was proposed to proceed with obtaining quotations from contractors to undertake part of the work carried out by the part-time village keeper. The part-time village keeper is to be advised accordingly. All agreed.

Resolution – Clerk to obtain quotes from contractors to undertake part of the work currently carried out by the part-time village keeper and to advise the part-time village keeper accordingly.

There being no further business the meeting closed at 9:20 pm.

Date		Chq No.	Payee	Description of Supply	Amount
29.07.2016		3582 to 3586	Staff	July Salaries, Income Tax, NI & Pension	£4848.68
01.08.2016	*	3587	Forest Heath District Council	Monthly Play Area Inspections	£ 197.40
01.08.2016	*	3588	Richard Buxton Client Account	Housing Growth Legal Advice	£4788.90
01.08.2016	*	3589	G & J Peck Ltd	Machinery Parts and Servicing	£654.19
01.08.2016	*	3590	B T Payment Services	Telephone & Broadband	£55.32
01.08.2016	*	3591	British Gas	Electricity - Public Conveniences	£91.64
01.08.2016	*	3592	Suffolk Association of Local Councils	Website Training & Edition 10 of Local Council Administration	£132.40
01.08.2016	*	3593	Bussens & Parkin (2015) Ltd	Work trousers, weed killer & shovel	£59.48
01.08.2016	*	3594	Style Superior Windows & Conservatories Ltd	Repair to lock at Cemetery Cottage	£123.00
01.08.2016	*	3595	RST Irrigation Ltd	Mower Repairs	£750.16

* Cheques for signing