

## MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL

HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 5<sup>th</sup> DECEMBER 2016.

Present: - Messrs E Morley (Chairman)

R Norman	Mrs Brown
J Gentle	Mrs Gyte
I Frost	Mrs Lucas
	Miss Marston
	Mrs Whitehand

1 member of the public was also present.

The Chairman opened the meeting.

### 1. Apologies for Absence

Councillors Gathercole and Durrant and Sqdn Ldr Neild.

### 2. Declarations of Interest

Cllr Gyte - Lakenheath Good Neighbours and Lakenheath Consolidated Charities.

Cllr Frost - Friends of Lakenheath Library

Cllr Brown - Treasurer Lakenheath Youth FC and Volunteer, Peace Memorial Village Hall

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

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

Cllr Whitehand - Lakenheath Junior Youth Club, Lakenheath Carnival and Lakenheath Playingfields Association.

### 3. Police Matters

There were none.

### 4. Confirmation of Minutes of Meetings held on 7<sup>th</sup> November 2016

It was proposed to accept minutes. All present at the meeting of the 7<sup>th</sup> November agreed.

### 5. Representations from Members of the Public

Mr Jones asked why he didn't receive a copy of the minutes from the previous meeting.

The clerk explained that a copy was given to all councillors to confirm content. They are signed off as a true minute of proceedings and can then be viewed either at the library, parish office or online.

### 6. Reports & Questions:-

#### (a) RAF Commander Lakenheath

There were none.

## **(b) Forest Heath District Council to include Dog Waste Bin – Roebuck Drive**

Cllr Marston had previously reported that there are currently 24-26 dog waste bins in the village and that the only option would be to resite one of the existing bins. She added that this wouldn't really work and that the existing number were adequate.

The clerk said that there were now two requests one for Roebuck Drive and another for Maids Cross Hill. A suggestion had been made previously that if the PC pay for the installation, would FHDC cover the emptying costs.

Cllr Marston proposed that should FHDC cover the emptying costs, the Parish council would proceed with purchase and installation.

This was seconded by Cllr Lucas and all agreed.

Cllr Gentle asked about the response regarding previous FHDC commercial ventures.

Cllr Marston said that she has a detailed response and would pass it onto Cllr Gentle.

Cllr Brown said that she had received a complaint from a Parishioner about the winter bird scarers appearing to be very loud, causing a nuisance to her as they sound like cannons going off. She believes this is because there are 3 or 4 of them. They happen to make a deep vibrating "boom" on the wall of her house. At Cllr Brown's request the Clerk had kindly spoken with Enforcement and they had referred her to Environmental Health. She had also looked on Forest Heath's website and found that they are governed by the Environmental Protection Act 1990. Their use is not illegal. There are however, rules under which they can be used and where complaints can be lodged. Cllr Brown has passed the information on but wondered if this had been an issue raised with others? She had heard them in the past but ignored their sound. She had not heard them recently until this morning. She added that perhaps the FHDC representative could enquire as to the origin of the scarers and deal with the nuisance.

Cllr Marston asked the clerk for the website link and said that she will investigate.

Cllr Norman reported that the public footpath signs on Maids Cross Hill have faded.

Cllr Marston said that she would also investigate.

***Resolution – Dog waste bins to be installed at Roebuck Drive and Maids Cross Hill if FHDC agreed to cover cost of emptying.***

**Action Point – Cllr Marston to advise Cllr Gentle of the response to past commercial ventures by FHDC.**

**Action Point – Cllr Marston to investigate issues with bird scarers.**

**Action Point – Cllr Marston to investigate the blank public footpath signs on Maids Cross Hill.**

## **(c) Suffolk County Council to include**

### **i. Street Lighting**

The clerk said that she had chased the Structural Testing report on the 24<sup>th</sup> of November but that no response had been received.

### **ii. Eriswell Road Gullies**

The clerk said that she had met with a SCC engineer who had responded with an email to say that the grips could be reinstated and that a CCTV test had been requested on the existing drainage.

The email stated that insufficient evidence was available to show that Greenheath had damaged them. An order could be raised with SCC area office to have the grips dug out but as this will take a while to process. The email asked if the PC would be willing to undertake the work as it would probably be quicker.

Cllr Brown suggested approaching Greenheath to see if photographs had been taken prior to work starting on the roads.

Cllr Morley said that the PC and residents had been advised a week after the project finished that the gullies would be reinstated.

Cllr Lucas said that she wasn't prepared for the PC to take the work on and that SCC should try to find the required evidence and reinstate as necessary.

Cllr Marston said that the PC should go to Greenheath, the contractor.

Cllr Norman said that the work would require specialist equipment.

Cllr Whitehand said that every avenue should be investigated.

Cllr Brown said that the CCTV test had been done and that it showed that the drain had collapsed which is exacerbating the problem. It had been pressure washed and SCC will address this problem.

Cllr Brown proposed that as Greenheath had been the contractor, the clerk should contact Tom Clayton.

It was seconded and all agreed.

***Resolution – Clerk to contact Tom Clayton / Greenheath regarding the Eriswell Road grips/gullies.***

The clerk said that she had reported the problems on the footpath between Mayfields and Woodlands which has been passed onto the relevant Highways officer at SCC.

*The Chairman asked for the agenda to be varied. All agreed.*

## **8. Matters Arising from Minutes not elsewhere on the Agenda**

The clerk reported that there had been another incident of faeces being spread over the floors and walls of the public toilets.

Cllr Gyte proposed that the village keeper closes all toilets as he finishes work for the day.

Cllr Brown seconded and all agreed.

It was agreed to discuss again when the clocks go forward in spring.

***Resolution – Village Keeper to close all public toilets at the end of his working day.***

***Action Point – Opening times of public toilets to be discussed again when the clocks go forward in spring.***

## **9. Planning Matters:-**

**(a) To receive report from Planning Committee**

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

Cllr Brown gave her report:

### **Applications Supported**

1. DC/16/2459/FUL - (i) Single storey kitchen extension (ii) Installation of external staircase – Proposed Japanese Restaurant - 44 High Street Lakenheath IP27 9DS

**Applications not supported:**

1. DC/16/1233/FUL - 37 Eriswell Road - Revised Landscape Proposals. This case is now before Development and Control at their meeting on Wednesday because of our objection on the loss of a historic tree line.
2. DC/16/1747/FUL - Planning Application - 1no. dwelling with attached cart-lodge garage and associated vehicular access - Land to The Rear Palmers Heath Farm Station Road
3. DC/16/2265/FUL - Planning Application - 8no. dwellings with associated garages, parking and access (demolition of existing dwelling) at Pleasant View, 27 Eriswell Road, Lakenheath, IP27 9AF

**Applications in circulation: None**

Last month I reported on an application at Shakespeare lodge to remove a diseased chestnut tree. We asked that in doing so the applicant plant a replacement. I am pleased to say that the officer did have a discussion to this effect and recommend that a replacement tree of native species such as an English Oak is planted. Not as a condition sadly. This is a step in the right direction.

Now onto the **major developments** – There is again very little to report. We still await the advice of the NPCU as to whether all cases can be called in, and together. In chasing up the request made in September, I discovered that a section 31 notice has been served on FHDC to provide information under an Environmental Information Request (EIR) from the NPCU. This relates to matters which effect, or could effect, the air, water, soil, land, flora, fauna, energy, noise, waste and emissions etc. I find it very strange that this was issued in September but as the applicant we had not officially been advised. I have now via a freedom of information request asked for copy correspondence both from FHDC and the NPCU. This can take up to 20 working days. Hopefully we will have the information prior to Christmas. In my view the Parish Council should have the option of reviewing anything provided prior to any final response from the Secretary of State and the Call-in request.

In the meantime, the Aecom report has been received and indicated that the Village is capable of taking a further 850 dwellings in total before capacity is reached. This is subject to road modifications at

- Sparkes Farm Barn, installation of traffic lights,
- Junction with the A1065, installation of traffic lights,
- Upgrading the approach road to the Lords walk roundabout by creation of a second lane on the approach but retained one lane only on exit.

Hopefully I will have more to report in January. In the meantime, the Necton Site comes before public enquiry in February. Development and control will agree on Wednesday evening their objections to the site which will form part of their witness statement. I will attend merely to hear the debate.

**Sharpes Corner and Lakenheath Hall:** Work on both these sites now seems to be progressing

**The Tesco Site.** I hear that with the previous sale falling through, it is again under offer at £950,000 for both parts. The buyer hopes to retain site 1 for retail use. I have no other information to offer but will keep my ears close to the ground.

**Enforcement:** We are still chasing the enforcement department in relation to the garish sign and light bar, which requires planning consent, outside the newly opened Pizza shop opposite the church.

Road infrastructure improvements are carried out by Highways England and wholly funded by the Department for Transport. This is secured in five year chunks, currently the road investment strategy period is 2015 to 2020. The process of consultation has begun at District Level for 2020 to 2025 and should be agreed by late 2019.

### **(c) Town & Parish Forum Update**

Cllr Brown gave her report:

I attended on Monday 14<sup>th</sup> November. Little new or useful information came out of the discussions as it appeared to me to be merely a 'tick box' exercise, repeating information provided as a result of the consultation on The Vision relating to RAF Mildenhall.

The meeting was opened with the statement that in the future there is a need for a relationship between District and Parish Councils. There are bridges to be built! The emphasis in future will be more locally based, with less say from Central Government. Hopefully it will continue.

A chance for our own District Councillors to work with us, provide updates of what is happening and generally gel with the Parish to work in harmony.

There was a long talk by the St Edmundsbury portfolio holder for Housing, Cllr Sara Mildmay-White in relation to affordable homes. These are sorely needed by youngsters across the district. The strategy to be adopted is to increase the supply, making best use of existing stock and support the provision of specialist housing for those in most need. Currently there are 2,300 people on the Housing Register in West Suffolk.

It was suggested that the District is way behind in its delivery of affordable homes as there is no private development. There is discussion as to provision of starter homes (80 % share purchased). Developers do not generally like this idea.

A worry is that it is the intention to phase out lifetime tenancies. With any new tenancies, West Suffolk intend to offer these for 1 year only followed by 5-year fixed term after which an encouragement to buy the property under right to buy.

The District Council is working with developers in the hope of analysing viability for affordable homes ensuring that they still are able to achieve a 25% profit when developing. They are also looking to explore new products similar to shared ownership and shared equity.

Across the region there are empty properties which they wish to work with landlords and owners to bring up to standard with grants possible so that they can be offered as council lets. If the owner is not forthcoming and properties fall into disrepair they will consider legal action. For this purpose, in part, West Suffolk have formed a Housing Company, Barley Homes, in conjunction with Suffolk County Council. In the past when land became available it would have been sold on but the intention is now to transfer land to Barley Homes to develop themselves. This can mix young with the old and ensure correct infrastructure to fit the new community. Barley Homes then receives the profit.

Barley Homes requires capital to set it up but following development and sale of homes profit can be considered as income and ploughed back into services. Barley Homes will have no employees with all works carried out by subcontractors. As with private developers 30% of builds would be affordable homes.

Priority however for now is to get developers developing. Lots of permissions have been granted but not yet delivered. Developing will provide the badly needed affordable homes.

Jill Korwin then spoke on the changes to the local Government Landscape. Firstly, on devolution which we now know is not going to proceed with both Norfolk and Suffolk. She was promoting the joint enterprise as it would have allowed growth in infrastructure and funding for apprenticeships locally. In terms of delivery she agreed that this would mean better communication between District and Parish Councils. We will see in the future whether Suffolk can go alone and what the benefits will ultimately be.

She added that in 4 years' time the District Council will have to be self-financing as there will be no grants from Government. One benefit is that business rates will be retained locally so the money will stay in the locality. To balance the books the District needs better thinking now on a commercial basis. Barley Homes is the first step acting as a developer to provide profits to put back into local services.

RAF Mildenhall area will be the second largest in the MOD disposal plan. Expectation is that it will be released in 2023 to the District who are already in discussion as to possible job opportunities and housing requirements. This only leaves consideration on the delivery of health and care in the future. It was agreed that there needs to be better communication all round.

Interestingly rail infrastructure is to be improved with the Norwich to Cambridge line increasing from hourly to half hourly services. It was reported to stop locally, Lakenheath and Brandon. Sadly the presenter seemed unaware that Lakenheath is a request stop at weekends only not a regular stop. I did make them aware of this but it should have been known.

Road infrastructure improvements are carried out by Highways England and wholly funded by the Department for Transport. This is secured in five year chunks, currently the road investment strategy period is 2015 to 2020. The process of consultation has begun at District Level for 2020 to 2025 and should be agreed by late 2019.

*The Chairman asked for the agenda to be varied. All agreed.*

## **7. Suffolk County Council – Transport Presentation from Cllr Noble**

The chairman welcomed Councillor Noble. He asked councillors to leave questions to the end and to keep to the subject of transport.

Cllr Noble provided literature and posters about Connecting Communities, copies of which he will arrange to be placed on village noticeboards. He said that there had previously been various on demand services, which earlier this year were culled. The funding had been halved from £1.5m and services increased, re-provisioned from 3 or 4 voluntary organisations. The service is available from 8am to 4pm Monday – Friday and 7am to 7pm on Saturdays. Notice was required to use the service and it is not a taxi service. It is a service to map users together and doesn't replace the existing bus service. It can be used for hospital and dentist visits. He has been asked if more subsidies could be given to increase bus services but they are commercial operators who currently just make a profit. The new service offers flexibility in a large rural county and is an attempt to pull all services together. One problem is young people not using the service as they consider it to be for older people. The Endeavour card is trying to encourage younger people to use it. It may be decided to put more money into the scheme and seek to extend and provide more services. He agreed that it's not perfect but it is an attempt to have a backbone to the system. It can be used to get passengers to the normal scheduled buses in Mildenhall.

Cllr Gyte asked about Good Neighbours. Although they rarely have to say no they could potentially work hand in hand. She doesn't want the two organisations to work against each other although the Good Neighbours service is normally for individuals only.

Cllr Noble said that the Voluntary Network should be made aware of the Good Neighbours service and work together with them. They can dovetail and complement each other.

The chairman said that the service has the latitude lacking in previous schemes.

Cllr Noble said that parishioners worry about the bus services but don't use them. This scheme will provide a backbone across the whole of Suffolk.

Cllr Whitehand asked how much notice was required to use the service.

Cllr Noble advised to give as much notice as possible as it may get booked up.

Cllr Whitehand asked how many buses were available.

Cllr Noble said that it was down to capacity and that there are 4 to 5 in this area.

Cllr Gyte said that it should be advertised in the Lakenheath Times and went on to ask the cost per journey.

Cllr Noble said that there was no charge at the moment but there was debate regarding a possible small charge in the future. All individual areas operate slightly differently and the key is to enquire.

Cllr Gyte asked about wheelchair access as some passengers cannot use buses.

Cllr Noble said that if a passenger was very frail they may still need to use Good Neighbours.

Cllr Frost said that the links from Lakenheath, Mildenhall and onto Bury were ok but that there were times when delays were seen on return journeys. He asked if the new service would help.

Cllr Noble said that if there was capacity, it will fill the gaps. However, it is not a private hire and it was not designed to cover short delays.

Cllr Whitehand asked if it could be used by school children.

Cllr Noble said that there was some discretion but that it was not designed to be a scheduled bus service. It is for occasional use.

Cllr Gyte said that Good Neighbours also didn't take regular bookings.

The chairman said that there had been lots of schemes over the years but that this one has realism catering to real needs.

Cllr Noble said that it is a bus service and fills some of the gaps.

Cllr Norman said that if people don't use it then it won't work.

Cllr Noble said that it is being used and if more use it then more services would be provided for profit.

Cllr Lucas said that it was a good service at a time when funding was being cut. She asked the timescales to review the service.

Cllr Noble said that it was costing half the money but with an increased service. He said that there is 4 to 5 years before more cuts to services. Statutory services have to be provided and that this was would be one of the last services to be lost.

Cllr Brown went on to ask about the reinstatement of gullies on Eriswell Road.

Cllr Noble asked for the clerk to email details and he will address.

**Action Point – Clerk to email Cllr Noble details from SCC regarding the gullies on Eriswell Road which he will address.**

The chairman thanked Cllr Noble and he left the meeting.

## 10. Lakenheath Cemetery

### (a) To receive a Cemetery Report

Cllr Lucas reported that the cemetery looks really tidy.

The chairman added that the apples had been cleared away.

Cllr Frost was of the same opinion.

Cllr Gyte asked if the Parish Council should respond to the letter in the LT regarding the trees.

The chairman said that he didn't think an answer was required.

Cllr Frost said that it had been discussed in a public forum.

### (b) To confirm Grant of Exclusive Rights of Burial

There were none.

### (c) Trees - Apple Trees & Entrance

The clerk confirmed that she had received and accepted a quotation of £450 + VAT from CGM Group to remove the 13 apple trees in the new garden of rest. The work will be carried out at the same time as the hedge trimming.

She added that the trees at the entrance had also been noted in the tree report and they were close to the overhead cables.

Cllr Lucas asked for quotations to cut back with professional advice from the arboriculturists.

**Action Point – Clerk to obtain quotations to cut back the trees from the overhead cables at the entrance to the cemetery.**

### (d) Old Equipment Held in Storage

Cllr Durrant had reported to clerk that he had been unable to speak with the village keeper but would provide feedback at the next meeting.

**Action Point – Cllr Durrant to report on old equipment held in storage at January meeting.**

## 11. Financial Matters including:-

### (a) Payments of Accounts

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

Chq No.	Payee	Description of Supply	Amount
3651	Environmental Health (Consultancy) GB Ltd	Damp Inspection - Cemetery Cottage	£350.00
D/D + 3652 to 3655	Staff	November Salaries, Income Tax, NI & Pension	£3851.53
3656	Anglian Water	Public Conveniences - Wings Road	£68.91
3657	BT Payment Services	Telephone & Broadband	£57.72
3658	SGM Solicitors	Employment Legal Advice	£200.00
3659	Sutton Services Ltd	Clear Cemetery Bunkers	£720.00
3660	County Graphics (Norfolk) Ltd	Lakenheath Times - October Edition	£400.00
3661	Simpsons Nurseries Ltd	Cemetery Cypress Trees – Delivery	£10.00
3662	Lakenheath PCC	S137 Grant	£180.00
3663	Railton TPC Ltd	Transport Report – FHDC SIR Consultation	£1350.00
3664	Bussens & Parkin (2015) Ltd	Bolts (Play Area Repairs)	£4.42
3665	Forest Heath District Council	Supply & Installation of Litter Bins	£2628.90



## **(b) Bank Reconciliation**

A bank reconciliation for 31<sup>st</sup> October 2016 was presented. It was proposed to accept and all agreed.

## **(c) Precept Setting – Discussion**

The responsible finance officer had provided each councillor for consideration a draft proposed budget. She explained any changes to expenditure and reserves.

*The Chairman asked for the agenda to be varied. All agreed.*

## **12. Children's Play Area – Annual ROSPA Report**

Unfortunately the annual report had not been received but the clerk had been advised of works that are required on the Cable Runway and had provided each councillor with details. She had approached Fenland Leisure Products for a quotation and would report back along with findings from the annual inspection report.

## **13. Speed Indicator Device**

The clerk said that she had contact HMRC regarding the VAT if the equipment was purchased from Germany. She had chased but was told that the response would take another week.

## **14. Adult Outdoor Fitness Area**

The clerk reported that she had contacted the Big Lottery Fund who had confirmed that their fund was not dependant on postcode. She added that she had also contacted FHDC with regards to the siting of the equipment near to Mutford Green but had not yet received a response.

## **15. Consultations:-**

### **(a) NALC Dependant Carers Allowance Survey**

Each councillor had been provided with a copy of the consultation. All 6 questions were discussed and it was proposed to respond accordingly. All agreed.

***Resolution – Response to be given to NALC Dependant Carers Allowance Survey.***

### **(b) Suffolk Local Policing Review**

Each councillor had been provided with a copy of correspondence from Suffolk Constabulary.

Cllr Brown said that Police were not visible and she could not comment.

Cllr Marston said that she had seen Police in the village this week.

Cllr Whitehand said that crimes had been reported but the police were just not interested.

Cllr Norman said that he had reported a car that had not had an MOT since May but again the Police were just not interested.

The chairman said there were just not the number of officers as years ago.

Cllr Gyte said that cuts meant prioritising. The Police have monthly meetings with agencies and partnerships and priorities are agreed. She added that issues need to be reported.

Cllr Gentle proposed responding to the survey stating that the Police were failing to provide the service that was needed.

Cllr Gyte seconded and all agreed.

***Resolution – Response to Suffolk Local Policing Review to be given.***

#### **16. Parking Enforcement**

The clerk had provided each councillor with a draft copy of an article for the Lakenheath Times.

It was proposed and seconded to publish and all agreed.

***Resolution – Parking Enforcement Notice to be published in Lakenheath Times.***

#### **17. Christmas Trees – Peace Memorial Hall & Pavilion**

Cllr Brown proposed that as the Peace memorial Hall had acquired a tree and that no further discussion was required. It was seconded and all agreed.

***Resolution – No discussion required.***

#### **18. Village Sign**

The clerk reported that she had carried out a land registry search which showed ownership of the village sign green as being Suffolk County Council. She had written to Bennett Homes to clarify, who had responded to say that they had gifted a small parcel of land adjacent to their old offices off Back Street to the Parish Council but they were never the owner of the village sign green, although they had maintained it for many years.

Cllr Brown said that SCC now need to clear the pathway and address the area adjacent to the house.

Cllr Marston proposed that she would contact Cllr Noble and asked for a copy of the quotation to carry out the work. It was seconded and all agreed.

***Resolution – Clerk to email a copy of the quotation for works on the village sign pathway for Cllr Marston to contact Cllr Noble.***

#### **19. Lakenheath Times – Sedge Fen Delivery**

The clerk reported that unfortunately a volunteer had not been found to deliver the Lakenheath Times to the residents of Sedge Fen. A request had been published for 8 months in the LT and a Lakenheath resident had kindly volunteered but was unable to continue over the winter months.

It was proposed to publish an article in the January edition advising residents of Sedge Fen that delivery would cease over the winter months and that copies of the LT were available online, in the parish office or library. It was seconded and all agreed.

***Resolution – Article to be published in LT regarding delivery in Sedge Fen.***

#### **20. Items for Future Meetings**

- Speed Indicator Device
- Lakenheath Football Club / Pit
- Annual ROSPA Report
- Adult Outdoor Fitness Area
- Street Lighting
- Eriswell Road – Grips/Gullies

- Old Machinery held in storage.
- Village Sign

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

There was none.

**23. To note date of next Meeting – Monday 9<sup>th</sup> January 2017**

*Members of the public were asked to leave the meeting.*

**11. Financial Matters**

**(d) Village Keeper Review\***

A review was carried out in line with budget setting and Cllr Gyte proposed that the changes are to be implemented wef from April 2017. Cllr Frost seconded and all agreed

***Resolution – Village keeper review to be implemented wef April 2017.***

There being no further business the meeting closed at 8:40 pm.