

MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL

HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 3rd APRIL 2017.

Present: - Messrs E Morley (Chairman)

R Norman

Mrs Brown

J Gentle

Mrs Gyte

I Frost

Sqdn Ldr Neild and 6 members of the public were also present.

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

7. Reports & Questions:-

(a) RAF Commander Lakenheath

Sqdn Ldr Neild had very little to report. Flight activity has quietened down for the moment. The downward trend has coincided with other parties studying flight and noise activity.

Cllr Brown said that the DIO had called in development on Station Road last September with Article 31 served on FHDC to await the noise contour report. She asked Sqdn Ldr Neild if he was aware of any update.

Sqdn Ldr Neild said that he wasn't aware and that Mr Julian Chafer was now liaising with FHDC. Mr Chafer was shown in March how operations work and the next meeting with FHDC is expected late April, early May but may not include the development at Lakenheath.

1. Apologies for Absence

Councillors Gathercole, Durrant, Whitehand and Lucas.

3. Declarations of Interest

Cllr Norman - Village Hall

Cllr Brown - Treasurer Lakenheath Youth FC

Cllr Frost - Friends of Lakenheath Library Trustee.

Cllr Gyte - Lakenheath Good Neighbours and Lakenheath Consolidated Charities.

4. Police Matters

There were none.

5. Confirmation of Minutes of Meetings held on 6th March 2017

It was proposed to accept minutes. After amendment, all present at the March meeting agreed.

6. Representations from Members of the Public

Mr Palmer said that he had sent an email to the MOD last year requesting information on the numbers of aircraft take-off and landings. For 2014/15 it was 9500 with 1000 being over Station Road. This works out on an average of four per day and with sixteen flying hours, on average one every four hours. He added that he had recently been working on land north of Briscoe Way and had only seen one plane and one helicopter.

He asked why the MOD could not move operations by 600 metres but was advised that a bridge is used as a guide onto the runway. He said that Cllr Brown had noted two better sites for a school, Cemetery Road which is closer to the base and Eriswell Road which must be the worst site in Lakenheath. No-one from Lakenheath other than Cllr Brown had attended the FHDC meeting to complain but there were thirty members of the public present when the West Row site was heard. Not one member of the FHDC committee had been against the Lakenheath application.

7. Reports & Questions:-

(b) Forest Heath District Council to include Dog Waste Bins - Maids Cross Hill

The clerk advised that the FHDC Waste Manager and Senior Ranger were now discussing dog fouling and signs for the Maids Cross area.

Cllr Gentle reported that he had received his brown bin bill from FHDC giving payment options of telephone and online. He called the designated number to receive a recorded message asking him to choose an option. It is impossible without a push button phone. He eventually used his mobile phone and renewed his collection, he asked why it was not just one designated number and asked the clerk to mention it to FHDC as an issue.

Action Point - Clerk to advise FHDC of issues regarding brown bill telephone payments.

(c) Suffolk County Council to include Potholes/Highways

Cllr Gyte reported that she had attended the area SALC meeting with the clerk on 14th March. Councils had expressed concerns about potholes and as a common theme, SALC had arranged for Mark Stevens, Assistant Director, Operation Highways and Guy Smith, and Assistant Highways Manager to attend. They are trying their best in difficult circumstances and gave a long PowerPoint presentation showing progress over the past 18 months and a lot was commendable. They are striving to have better communication with Kier and acknowledge that the roads and infrastructure are in a dire state. Although there is a preventative approach, dressing roads, they were asked about potholes. Their answer was to use the existing online reporting system to assess and prioritise. A roads are a priority with almost immediate action and B roads 1-2 weeks. It is not worth reporting village and rural roads unless the pothole is 1" deep and when reported it can be a number for weeks for the work to be completed. The matter was raised concerning nearby potholes to those reported being left. SCC acknowledge that this is not acceptable and are trying to change the mind-set of engineers. Lots of reassurances were given and information is available on the SCC website.

Cllr Norman said that not enough information is available to the public. The M11/A11 junction was closed this week without any advance notice.

Cllr Gyte proposed that she would write an article for the Lakenheath Times advising parishioners of the ongoing pothole issue. It was seconded and all agreed.

Cllr Brown proposed including data from SpeedWatch and the Speed Indicator Device. It was seconded and all agreed.

The clerk had received a response from Highways regarding repeater or additional speed signs on Station Road reminding of the extended 30mph restriction. Highways had responded that any additional signs / traffic calming will be included within the upcoming development at this location.

Cllr Gentle asked why SCC had decided to move the speed restriction now and not wait until the houses were built.

Resolution – Cllr Gyte to write a pothole article for the Lakenheath Times including SpeedWatch and Speed Indicator Device data.

8. Matters Arising from Minutes not elsewhere on the Agenda

There were none.

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:

She said that it had been a very busy month for the planning subcommittee. It must be that time of year.

Applications supported

1. DC/17/0341/HH - Householder Planning Application - (i) two story front and side extension including garage and (ii) 2 parking spaces in front garden – 18 Wings Road, Lakenheath
2. DC/17/0337/HH - Householder Planning Application - (i) two story extension to rear elevation and (ii) single storey extension to outbuilding – 78 Undley, Lakenheath
3. DC/17/0180/FUL - Planning Application - 1 no. dwelling and access - Plot 1 , 79 Back Street Lakenheath
4. DC/17/0440/TCA - Trees in a Conservation Area Notification - 2no. Sycamore (T1 and T2 on plan) and 1 no. Ash (T3 on plan) prune back overhanging growth into garden of 27 Mill Road back to boundary fence - Trees At 23 Mill Road, Lakenheath
5. DC/17/0466/HH - Householder Planning Application - (i) Single storey rear extension and (ii) attached garage (following demolition of existing garage) – 11 Lilac Drive, Lakenheath
6. DC/17/0226/FUL - Planning Application - (i) Cleaning works to existing lake and (ii) change of use to commercial fishing lake - Proposed Fishery Palmers Heath Farm Station Road Lakenheath
7. DC/17/0443/FUL - Planning Application - New access to serve plots 10 and 18 – Lakenheath Hall Hall Drive Lakenheath
8. DC/17/0517/HH - Householder Planning Application - (i) Single storey side extension, (ii) dormer roof to the rear and (i) single storey front extension – 20 Gorse Close, Lakenheath
9. DC/17/0564/VAR - Variation of conditions 5,6,7,9,10,11,12,13,15,18 and 23 of F/2010/0337/OUT to enable demolition works for - Outline Application - 13no. residential units including 4 no. affordable units and associated servicing and access (Demolition of existing dwelling and associated outbuildings) - Tesco Residential Development Dumpling Bridge Lane Lakenheath Suffolk
10. DC/17/0565/VAR - Variation of Conditions 4,5,7 and 9 of DC/15/0324/RM to enable demolition works for Submission of details under outline planning permission F/2010/0337/OUT - The means of appearance, landscaping, layout and scale for 13 no. residential units including 4 no. affordable units - Tesco Residential Development Dumpling Bridge Lane Lakenheath Suffolk

Applications supported with conditions

1. DC/17/0486/FUL - Planning Application - (i) 1no. dwelling; (ii) detached double garage (following demolition of existing sheds) and (iii) new vehicular access - 21 Anchor Lane. We were not against this site as a development but want trees replanted following removal and a more sympathetic design bearing in mind that it lies in the conservation area.
2. DC/17/0182/HYB - Hybrid Planning Application (i) Full planning application for 2no dwellings with integral garages and (ii) Outline planning application (all matters reserved) for 2no dwellings - Junction of Wings Road and Mill Road Lakenheath Supported for two dwellings not the 4 as applied for.
3. DC/13/0660/FUL Erection of 67 dwellings (including 20 affordable dwellings) together with public open space as amended (major development and departure from the development plan) Land off Briscoe Way. -We continue to support a development on this site. However since the increase in open space the plot sizes have reduced and the number of parking facilities. It now looks cramped and over developed. We have asked for the number of homes to be reduced. We have also requested several environmental changes particularly to mitigate the noise emanating from RAF Lakenheath following the new noise contours provided by the MOD.

Applications not supported or in circulation

None

Major Developments: There is nothing further to report on the major sites. The public inquiry on the Necton site is now closed and we await the outcome. We also await the result of the call in for the Pigeon site by the DIO following receipt of the revised aircraft noise contours from the MoD received Friday 24th February. Until we hear, no further action will be taken by the local planning authority.

Sharpes Corner: Work continues albeit slowly. I am surprised that an extension has been placed on the bungalow which has sunk so assume it will be underpinned.

The Tesco Site: We have heard from Tesco that they are in advanced negotiations with a local developer. They have advised that the developer is keen to move forward with plot 2 and the supply of 13 dwellings.

Enforcement: Pizza house. The application for retrospective planning consent was refused. The enforcement officer attended the site 21st March and discussed the advertisement refusal with the site operator. Apparently, there are a variety of adverts that can be displayed on the building without requiring approval through an application. His aim however is long term and not to just have the front of the building plastered with any design of advert up to 1.55m² in size, which is the fall-back position they would have no control over. It was agreed that the adverts on the side of the building and the one in the dormer window at the front were to be removed, which they have been. The enforcement officer has also discussed the remaining fascia sign with the conservation team. Elements of it (not including the illumination) may be retained and this is what they will now return to the site to discuss options with the owner. Personally, I was not concerned about the light beam as it shone downwards. I agreed with the complainants that it was the type of shop front signage with the bright colours which were the concern. I propose that this point should be reiterated to the enforcement officer. It was seconded and all agreed.

Cllr Norman said that the existing signs are gaudy.

Cllr Gentle agreed that they are inappropriate.

Celtic Cross: This is an item that is slowly moving forward in a positive manner. I propose that we invite John Smithson, the Senior Warden for FHDC to come to our June meeting and explain to you all the current status. This could be very exciting for the Village. It was seconded and all agreed.

I will also attend the Town and Parish Forum on Wednesday where Community Land Trust and the MOU will be discussed.

Finally, I wish to advise you that the Clerk and I have both received letters from an unhappy planning applicants solicitor, accusing us of defamation of character. This is totally untrue and irrelevant to the particular case. We arranged last week for the Parish Council's legal advisor to send a rebuttal, we await a response. Sorry to have created a legal charge but it was done on the advice of the Parish Council's Insurers and SALC.

Cllr Gentle was disturbed that the tenants of Lakenheath Hall are parking on the lawn. He added that the three occupants should use Hall Drive while the other properties are served by Station Road. Parking on the lawn is inappropriate and damaging the grass. He proposed contacting the letting agents Balmforth. It was seconded and all agreed.

Resolution – Reiterate concerns over type and design of signs at the pizza house.

Resolution – John Smithson, Senior Warden for FHDC to attend June meeting.

Resolution – Contact Balmforth regarding the access and parking for Lakenheath Hall tenants.

Sqdn Ldr Neild left the meeting.

10. Lakenheath Cemetery

(a) To receive a Cemetery Report

Cllr Frost had been advised that it was untidy around the chapel area.

Cllr Morley said that he had been looking around that afternoon and all was immaculate.

Cllr Brown was concerned that more and more plots were being totally covered with items. This will cause access and grass cutting problems. She asked if a heavier hand was needed or an article in the Lakenheath Times.

The clerk advised that following notices in the Lakenheath Times, the keeper would remove any remaining Christmas wreaths

Cllr Morley said that there were a lot of flowers.

(b) To confirm Grant of Exclusive Rights of Burial

There were none.

(c) Old Equipment Held in Storage

Cllr Durrant had asked the clerk if Cllr Morley had spoken to the LPFA about old equipment that may fit their machinery.

Action Point – Cllr Morley to speak to LPFA about their possible use for old machinery.

(d) Cottage - Quotation for Works

The clerk had received quotations for work:

Electrical – JRT Electrical £240.00

- Supply and install extractor fan in bathroom linked to lighting circuit.
- Install vent for cooker hood

Plumbing – Kevin N Cooke Plumbing & Heating £483.00+VAT

- Replace bathroom radiator with new towel rail
- Supply and fit 2 new ball valves and balls to heating tank and hot water tank.
- Supply and fit new lid to heating tank.
- Repair leak to over flow pipe in airing cupboard.
- Flush out radiator in dining room and supply and fit new valves.
- Add an inhibitor to heating system to prevent sludge build up.

Cllr Brown proposed accepting both quotations. Seconded by Cllr Gyte and all agreed.

The clerk said that she had contacted Aaran Services to investigate grants available for solid wall insulation. A 5% grant is available and the overall cost after receipt of grant would be in the region of £13,000 to £16,000.

Cllr Gentle said that solid wall insulation would correct the damp problem and should be completed.

The clerk said that she would look at the budget and reserves in place and present these at the May meeting.

Resolution – Quotations for work accepted from JRT Electrical £240 and Kevin N Cooke Plumbing & Heating £483+VAT.

Action Point – Clerk to present financial information at May meeting regarding work to cemetery cottage.

11. Emergency Planning / Electricity Supply

Cllr Norman reported that if the whole village were to lose power, Suffolk County Council can transport all residents out. To create an emergency plan working group would require 40 volunteers, to provide food and hot drinks from one of the village buildings. SCC would provide sleeping bags. An assessment on the building is required. A 200 metre exclusion from petrol tanks means that the village hall could not be used but the Church or Methodist Chapel may be alternatives. Flooding is another consideration.

The clerk said that following the recent storm, she had been contacted by Network Power asking the Parish Council to help with vulnerable people in the community, adding them to a Priority Service Register.

Cllr Gentle said that he had contacted the electricity company during the storm and was advised that he should get into the village where electricity was available.

Cllr Norman had been told that some had already registered on the Priority Service Register but when contacting the electricity company were told that they were not on the register.

Cllr Gentle asked if it was possible for the connection to be improved. It seems to be the north of the village that loses power as the village is supplied by two different sub stations.

Cllr Norman said that he could not see 40 volunteers coming forward and that they have to be in place before an emergency plan can be agreed.

Cllr Gyte said that surely in extreme circumstances an emergency plan wasn't the only option and Good Neighbours could help out.

Cllr Norman said that volunteers should include safety officers etc.

Cllr Brown said that in 1987 the electricity was off and that it was three days before the school opened as a soup kitchen. She proposed that an article is placed in the Lakenheath Times asking for volunteers.

Cllr Gyte seconded saying said that it wasn't necessary to declare an emergency but to just help others. All agreed.

Resolution - Article to be placed in Lakenheath Times asking for volunteers to help out in times of emergency.

12. Children's Play Area – Public Space Protection Order & Cableway Incident

The clerk advised of a new PSPO order which will replace the current legislation dealing with dog fouling as an offence. To cover costs, FHDC are levying a charge of £100 per site with the order in place for three years.

Cllr Brown asked if FHDC had considered Maids Cross Hill.

The clerk confirmed that FHDC are looking at a PSPO for that area.

Cllr Brown proposed including both the children's play area and playingfields. It was seconded by Cllr Gyte and all agreed.

The clerk advised councillors of an incident that occurred on Tuesday 21st March. A child had been using the cableway when it had come away and fallen to the ground. There had been reports on social media that the Parish Council didn't seem to care. However, the incident had been reported to Cllr Gathercole in the afternoon, the site was visited, photographs taken and the cable made safe. Unfortunately it couldn't be taken away as it was still attached at one end; it was coiled round on the platform, with the only hanging part

over six feet from the ground. The contractors who had only replaced the cable the previous week were on site the next day and the equipment made safe and back in order. They reported that the pressed ferrule which holds the cable had failed, the cable had pulled out of the fixing and that is why it broke and failed. It is the first time since using this product that it had failed and they had complete faith that they were installing safety compliant parts. There were no reports of any injury.

Cllr Gyte said that there had been rumours of teenagers using the equipment and that it was sad that the finger was pointed at the Parish Council when action could not have been taken any quicker.

Resolution – Children’s Play Area and Playingfields to be included in PSPO legislation at a total cost of £200.

13. Skate Park / MUGA / Toilet Block

The clerk read an email from the Playingfields Association where they agreed to the Parish Council assuming responsibility for all repairs and maintenance of the skate park, MUGA and toilet block. However they say it is inappropriate for the Parish Council to formally adopt the area for two reasons, to protect the lease and that S106 monies were given to the Playingfields Association for the MUGA and therefore the ground and assets have to remain with the Playingfields Association.

Cllr Gentle said that the offer should not be accepted.

Cllr Frost agreed with Cllr Gentle.

Cllr Gyte said that it was necessary to look at the bigger picture and that somebody has to upkeep.

Cllr Brown said that she was in partial agreement with Cllr Gyte but that there had previously been a fight for control of the playingfields but now the Playingfields Association were happy to pass back the maintenance. She said that the area was very well used and asked if an annual grant was possible for the upkeep.

Cllr Norman agreed with this suggestion.

Cllr Gyte said that the Parish Council already maintain the toilet block, paying contractors to clean. She asked why the Parish council couldn’t do the rest.

The chairman asked if a grant was proposed.

Cllr Brown said the playingfields does not generate sufficient income to cover the costs of the other areas.

Cllr Gyte asked about the pavilion income.

Cllr Brown said that things should continue as they are with funds requested as issues arise. Day to day costs should be managed by the Playingfields Association with other requests made as and when needed.

Cllr Norman agreed with this suggestion.

Cllr Gentle disagreed about giving money to the organisation as he feels that there is never going to be enough to support. The Playingfields Association pay an annual increase in rent and he proposed the Parish Council takes control.

Cllr Brown said that it was only a peppercorn rent.

Cllr Gentle said that this had changed to an annual increase in line with inflation.

Cllr Gyte asked when the budget and grants from the Parish Council had changed.

Cllr Gentle said that this had happened when the current Association took over. The Parish Council had previously paid nothing.

Cllr Brown confirmed that funding had not been requested prior to the current Association taking over.

The chairman asked if it was more appropriate for a decision to be made when more councillors were present. All agreed.

Action Point - Skate Park / MUGA / Toilet Block to be discussed again at May meeting.

14. Financial Matters including:-

(a) Payments of Accounts

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

Chq No.	Payee	Description of Supply	Amount
D/D + 3706 to 3709	Staff	March Salaries, Income Tax, NI & Pension	£4205.51
3710	Fenland Leisure Products Ltd	Children's Play Area Repairs	£3606.26
3711	Richard Buxton Client Account	Housing Growth Legal Advice	£5100.00
3712	Anglian Water Services Ltd	Wings Road Public Conveniences	£78.57
3713	BT Payment Services	Telephone & Broadband	£58.20
3714	Forest Heath District Council	Refuse and Dog Bin Collections	£624.00
3715	Suffolk Association of Local Councils	Attendance at Planning for All Conference	£90.00
3716	Clare Shimmon (Reimbursements)	Mileage, Stationery, Land Registry Searches, Postage, Petrol and Electricity - Cemetery Chapel	£200.29
3717	Sunrise Services (East Anglia) Ltd	Cleaning Public Toilets (February & March)	£408.00

(b) Bank Reconciliation

A bank reconciliation for 28th February 2017 was presented. It was proposed to accept and all agreed.

The clerk presented councillors with amended bank reconciliations. The bank balances remain unchanged and are checked on a regular basis. The clerk explained that the transfer of funds to new bank accounts had previously distorted balances as although paid as cheques they were not actual payments. The revised documents reflect this and would be certified by the auditor.

It was proposed to accept the revised documents, seconded and all agreed.

Resolution – Amendments to bank reconciliations accepted with overall balances unchanged.

15. Street Lighting – Unit 120 Wingfield Road

The clerk had received notification that street lighting unit 120 on Wingfield Road required complete replacement as the column is in a dangerous condition and the lantern obsolete. A total cost of £1,086.73+VAT was given.

It was proposed to proceed with the replacement, seconded and all agreed.

Resolution – Street lighting unit 120 to be replaced at a cost of £1,086.73+VAT.

16. Christmas Lights

The clerk had presented councillors with a proposed article for the Lakenheath Times regarding Christmas lights.

It was proposed to accept, seconded and all agreed.

Resolution – Article agreed for the Lakenheath Times regarding Christmas lights.

17. Battle's Over - A Nation's Tribute 11th November 2018

The clerk reported that St Marys did not have a beacon and no room to place one on the tower. She added that previous consideration had been given to a site on Maids Cross but health and safety issues were raised. She had contacted a manufacturer who could make up any design of beacon.

Cllr Brown said that it had to be agreed where it could be sited and that maybe church bells were a better option.

Cllr Gentle said that it would be good to involve children in the tribute.

The chairman suggested that councillors bring back their suggestions to the next meeting.

Action Point – Councillors be bring suggestions for tribute to May meeting.

18. Lakenheath Times

The clerk had received notification from the editor of the Lakenheath Times that the following actions were being taken to help accommodate advertisers on the waiting list:

- Bad payers dropped.
- Alternate advertisers if necessary so that everyone is accommodated.

19. S137 Applications - to include Community Action Suffolk

The clerk advised that membership of Community Action Suffolk had been renewed. She added that there was no longer a membership fee but that a donation of £25 was paid last year.

Cllr Gyte proposed to make a donation of £25. Seconded by Cllr Brown and all agreed.

Resolution - Donation of £25 to Community Action Suffolk.

20. Village Spring Clean

Cllr Frost said that he would organise a village spring clean for Saturday 13th May. He would approach the Abundant Life Church, school, USAF, Scouts and other local organisations for added support.

21. Consultations:-

(a) Bury St Edmunds Town Centre Masterplan – Issues and Options Consultation

It was proposed to make no comment. It was seconded and all agreed.

Resolution – No comment to be made on Bury St Edmunds Town Centre Masterplan – Issues and Options Consultation.

(b) Forest Management in relation to The Royal Society for the Protection of Birds

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

Resolution – Response to be given to Forest Management in relation to The Royal Society for the Protection of Birds.

22. Sale of Land off Undley Road

The clerk reported that she had been unable to trace a second person to confirm that the land on Undley Road belongs to the Parish Council.

She had been told that there was previously a cottage on the land and that others had tried to trace the owner but it had been 'no man's land' since at least the early 1940s.

In view of being unable to prove ownership it was proposed to decline the purchaser's offer. All agreed.

Resolution – Sale of land on Undley Road unable to proceed due to proof of ownership.

23. Village Sign Green

The clerk reported that following the resolution at the March meeting to take ownership from SCC the land on which the village sign is sited, she had been advised that the Parish Council were also required to have legal representation. She had contacted Bendall & Sons who have previously acted for the Parish Council who can carry out the legal work at a cost of £400+VAT plus land registry fees.

Cllr Brown said that as the village sign is on the land, the Parish Council should take ownership.

The clerk said that she had received comments about the state of the grass and weeds and asked if the Parish Council wished to now pursue the original request to add an edging and stones to the pathway alongside the house.

It was proposed to obtain an up-to-date quotation to add edging alongside the pathway, removing greenery and replacing with stones, also to place stones around the sign and for the village keeper to help with weeding. It was seconded and all agreed.

Resolution - Bendall & Sons to act on behalf of the Parish Council re transfer of land at cost of £400+Vat plus land registry fees.

Action Point -Obtain up to date quotation for edging alongside the pathway, removing greenery and replacing with stone, also placing stone around the sign.

Resolution - Village keeper to help with weeding around the village sign.

24. Items for Future Meetings

- Electricity Supply / Emergency Planning
- Cemetery – Cottage Insulation & Old Equipment Held in Storage
- Skate Park / MUGA / Toilet Block
- Battle's Over - A Nation's Tribute 11th November 2018
- Village Spring Clean
- Village Sign
- Suffolk County Council – Footpath Link
- Website
- Christmas Lights (June)
- Celtic Cross - John Smithson, Senior Warden for FHDC (June)

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

There were none.

26. To note date of next Meetings:

Annual General Meeting - Monday 8th May 2017

Annual Parish Meeting – Monday 22nd May 2017 (Peace Memorial Hall 7pm)

Members of the public were asked to leave the meeting.

2. To Consider Approval of Councillors' Absences*

It was proposed to approve Cllr Gathercole's prolonged absence. It was seconded and all agreed.

Resolution – Cllr Gathercole's prolonged absence approved.

There being no further business the meeting closed at 8:35 pm.