

**MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL**  
**HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 4<sup>th</sup> SEPTEMBER 2017.**

Present: - Messrs E Morley (Chairman)

J Gentle	Mrs Brown
I Frost	
R Norman	
D Durrant	

7 members of the public were also present.

The Chairman opened the meeting.

**1. Apologies for Absence**

Squadron Leader Neild and Cllrs Gyte, Whitehand and Lucas.

**2. Declarations of Interest**

Cllr Brown - Treasurer Lakenheath Youth FC

Cllr Frost - Friends of Lakenheath Library Trustee

Cllr Durrant - James Waters Ltd

Cllr Norman – Village Hall

**3. Police Matters**

There were none.

**4. Confirmation of Minutes of Meeting held on 7<sup>th</sup> August 2017**

It was proposed to accept minutes. All present at the August meeting agreed.

Cllr Gentle was shocked that Inspector Mark Shipton was not properly briefed about the Lloyds Bank cashpoint robbery at the last meeting, especially when the police do not attend Parish Council meetings very often.

**5. Representations from Members of the Public**

Ms Burrows reported that it had been her dog recently killed by a dirt bike. She added that the police had been brilliant but that it was no longer safe in the village and work should be done in conjunction with the district council to raise youth awareness in the village. Dirt bikes are driving up and down lanes and roads and the same incident only narrowly missed an adult. She asked if she could help to fund signs. The police have asked for a wish list and the issue has been highlighted in the Lakenheath Times, newspapers and TV. She went on that not all youth in the village are bad but it is necessary to raise awareness. Residents choose a life in the countryside but no longer feel safe. The incident has ruined their lives.

**6. Reports & Questions:-**

**(a) RAF Commander Lakenheath**

There were none.

## **(b) Forest Heath District Council to include Commercial Operations and USAF Precept**

The clerk reported from Forest Heath District Council that there are plans in the pipeline to repair, resurface and reline the car park, nothing is definite yet but it is being considered. She added that she had chased a response to the question raised regarding Delegation Panels but had not received a response.

Cllr Brown proposed copying in the portfolio holder asking for comment.

Seconded by Cllr Frost and all agreed.

The clerk reminded councillors of an email received from Forest Heath District Council in June regarding council tax compensation for USAF personnel.

Cllr Gentle asked if information regarding the solar farm's performance had been received from the district council. He proposed asking for the information to be received at least two weeks before the presentation at the October meeting.

Seconded by Cllr Brown who added that the information must be available as it had been reported in the local press. All agreed.

Cllr Norman proposed contacting the district council to ask why signs had disappeared advising of no cycling on the footpath between Mayfields and High Street, being replaced by a mirror presumably used by residents in Dumpling Bridge Lane. He additionally proposed contacting Bennett Homes about a Mildenhire van parked on the green at Station Road, as it is distracting to drivers.

Seconded by Cllr Gentle who added that he had also seen the van on a nearby driveway. All agreed.

***Resolution – Response to question raised regarding Delegation Panels to be copied to Portfolio Holder.***

***Resolution – Request a copy of the FHDC annual report to be received at least two weeks prior to presentation at October's meeting.***

***Resolution – Contact FHDC regarding missing no cycle signs on the footpath between Mayfields and High Street.***

***Resolution - Contact Bennett Homes regarding a Mildenhire van parked on the green at Station Road.***

## **(c) Suffolk County Council to include Disabled Parking Bays and White Lines on High Street**

The clerk read an email from Councillor Noble who says that outside the post office is by far the best place to put the disabled parking bays but the cost will be £6,000 for a variation to the existing Traffic Regulation Order.

Cllr Norman said that £6000 was a lot of money and that disabled driver's park in the bus stop.

Cllr Brown agreed that £6000 was a lot of money.

Cllr Durrant said that blue badge holders can park on double yellow lines.

Cllr Norman said that blue badge holders can park anywhere.

Cllr Gentle said that if the car park was resurfaced, there could be a disabled section at the bottom.

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

There were none.

## **8. Planning Matters:-**

### **(a) To receive report from Planning Sub-Committee**

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

Cllr Brown gave her report:

#### **Applications supported:**

1. DC/17/1592/HH - Householder Planning Application - Single storey side and rear extension (following demolition of existing conservatory) - 1 Sandgalls Road Lakenheath

#### **Applications supported with conditions:**

1. DC/17/1482/FUL - Planning Application - 1no. replacement dwelling with integral garage - Site Adjacent To Curlew Bungalow Cemetery Road - subject to the new noise constraint insulation
2. DC/17/1537/FUL - Planning application – 1 no. dwelling and associated works and (ii) new vehicular access point to serve host dwelling. Land to rear of 41 Mill Road, Lakenheath. – Extension of hard surface to access road, Sympathetic landscaping, pay towards yellow line extension and install the new noise constraint insulation.

#### **Applications not supported:**

1. FV/17/1146/FUL - Planning application – 1 no. roof light to front elevation – 44 High Street, Lakenheath. This case has subsequently been withdrawn by the applicant.

**Major developments:** During the middle of last month we received an email from the National Planning Casework Unit (on behalf of the Secretary of State) to advise that the Ministry of Defence together with FHDC have overcome the DIO objections, which are now withdrawn. The planning officer on request of information relating to this, advised that the conditions which were agreed with the Ministry of Defence actually formed part of a 'statement of common ground' as part of the forthcoming examinations into our emerging Development Plan documents. They do not, therefore, appear on the website as part of any planning application material. As a result, via Buxtons we have written to the Planning casework unit seeking clarification on this conflicting information.

For guidance, the conditions suggested are that all dwellings have fitted noise reduction insulation. Additionally, where the school is to be sited, at least one area suitable for outdoor teaching activities is to be provided where noise levels are below 50 dB LAeq, for 30mins, during normal school opening hours, as advocated within the Institute of Acoustics and Association of Noise Consultants 'Acoustics of Schools. A ludicrous suggestion to accommodate and serve the whole proposed new school.

The planning sub-committee have asked FHDC to provide a copy of the statement of common ground referred to. We also pointed out that there is nothing that shows a formal withdrawal of the DIO concerns either to FHDC or the DCLG. Therefore, from our former understanding, there appears to be no material change. We do not recall any delegated powers being passed to Planning Officers to enable the acceptance of additional conditions on these cases. Unless policy has changed, it is the Development and Control committee members that set the conditions so the question has been posed as to how can they be relevant without a full return to committee for full consideration. I spoke with an Early Years Specialist and she agreed that greater access to outdoor learning is now a requirement within the Foundation Stage Curriculum. Provision of one area only, being accessible to a whole school, is totally unacceptable to ensure productive learning as prescribed. This is not what is being proposed in the suggested conditions. We still cannot see how a significant area can be sound mitigated and remain a truly outdoor learning environment.

Cllr Gentle said that when he was teaching at the old school normal flying was not a huge problem but he was not sure now. He said that the additional problems with the new proposed school was it being placed on a busy road, with no parking or access and a risk of flooding.

Cllr Brown said that planes now fly closer to the village and have become more of a problem over the last year, disrupting teaching with children losing concentration. This should not be allowed to happen at a new school.

Cllr Norman said that traffic fumes would effect a playground next to the proposed school.

Cllr Brown said that a through road should incorporate parking, otherwise Station Road would be a nightmare.

Cllr Durrant said that the current school was in a higher noise area and asked how the school stand with this.

Cllr Brown said that a grant application had been made to the MOD for extra noise mitigation.

Cllr Brown went on:

Referring now to the Public Inquiry for the Maids Cross Hill site of up to 110 dwellings to be heard at Forest Heath District Council offices 3<sup>rd</sup> to 5<sup>th</sup> October. I confirm that the planning subcommittee agree that we will make written representation only in order to ensure that the Inspector is aware of the contents of the Necton appeal.

**SIR:** The clerk and I will get together in the next day or two to formulate a response to the Inspector, due by the 8<sup>th</sup> of this month.

**The Tesco Site:** Still no further news.

The phone box near the library is looking somewhat sad. It is in the conservation area and requires TLC. A coat of paint and windows replaced or fixed better. I ask that the clerk finds some costings to cover this for discussion next month

We again have a situation of people driving across the green from the small carpark opposite the Brendan Fulham centre. Please add this as an item for discussion next month and can we all think of solutions as to how to resolve this nuisance. The current posts obviously are not sufficient.

The next meeting of the Town and Parish Forum is due 13th September 2017. Is anyone available to attend on the Parish Councils behalf? This seems now to be the place where the District Council informs Parishes of relevant information and policy change. No agenda nor location yet provided.

**The Warren/Maids Cross Way:** During the summer I have received a number of complaints in relation to irresponsible dog walkers not clearing up after their pets and the odour as a result is becoming overpowering, especially on hot days. So much so that many felt they could not use the nature walk with young children. I spoke with the Warden, John Smithson, who advised that FHDC are in the process of arranging a Public Space Protection Order. This is a new order that will allow for a prosecution following dog fouling. This would mean some control. It would also include new signs to be erected warning of potential prosecution. A solution has to be found to overcome this problem so that access to this public open space can be restored. This will only become worse if we receive all the proposed new homes. Does anyone have any ideas as to how this anti-social behaviour can be overcome, perhaps a strongly worded article in the Lakenheath Times?

The chairman said that dog fouling was becoming as bad as litter.

Cllr Norman said that people sit in their cars, letting their dogs out to foul. He added that walkers couldn't look at the scenery, they had to look at the ground.

Cllr Durant said that there had been reports of attacks from dogs not on leads.

Cllr Brown said that FHDC maintain the area and proposed a request to them to clean it up.

It was seconded by Cllr Gentle. All agreed.

**Action Point – Obtain costings to repair telephone boxes**

**Action Point – Ideas to stop cars driving across the village green for discussion next month.**

**Resolution – Contact FHDC to clean up Maids Cross Hill.**

## 9. Lakenheath Cemetery

### (a) To receive a Cemetery Report

The clerk advised that the cemetery keeper was taking annual leave during September and that the chairman had carried out duties during the keeper's last week off.

Cllr Durrant volunteered to open and close the gates and to also put the bins out.

Cllr Frost had spoken with the decorator carrying out work in the chapel who advised that ventilation and heating was required to help with the damp. He reported that less items were on graves.

The clerk advised that she had spoken with a company who can provide heat and ventilation by solar power and was awaiting their quotation.

Cllr Durrant said that the cemetery looked clean and tidy but following tree removal, the memorials in the garden of rest area had not settled. He proposed obtaining quotations to have the memorials re-seated. He added that the bunker was  $\frac{3}{4}$  full.

Seconded by Cllr Frost. All agreed.

The clerk said that the bunker had been emptied last time within a couple of days of request and would ask the keeper to let her know when it was nearly full.

**Action Point – Cllr Durrant to open and close cemetery gates during cemetery keeper's leave.**

**Resolution – Obtain quotations to re-seat memorials in the garden of rest**

**Action Point – Keeper to advise clerk when bunker was near to full.**

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

There were none.

*The chairman asked to vary the agenda and all agreed.*

### (d) Chapel

To be discussed in October when quote for heat and ventilation is received.

### (e) Cemetery/Village Keeper

To be discussed in October when contactor's quotation is received.

## 10. 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 + 3778 to 3781	Staff	August Salaries, Income Tax, NI & Pension	£4076.03
3782	County Graphics (Norfolk) Ltd	Lakenheath Times – July & August Editions	£900.00
3783	BT Payment Services	Telephone & Broadband	£64.36
3784	BCT	2 Stroke Oil & Hedge Cutter Blade Repair	£97.26
3785	RST Irrigation Ltd	Mower Repairs	£54.16
3786	Sutton Services Ltd	Cemetery Gravel	£239.15
3787	Sunrise Services (East Anglia) Ltd	Public Conveniences Cleaning - June & July	£408.00
3788	Richard Buxton Client Account	Housing Growth Legal Advice	£2125.80
3789	K Quinn	Cemetery Cottage - Roof + Chimney Cows	£2956.00

## **(b) Bank Reconciliation**

A bank reconciliation for 31<sup>st</sup> July 2017 was presented. It was proposed to accept and all agreed.

### **11. Co-option to include an up to date list of Councillors in the Lakenheath Times**

The clerk had presented councillors with all six applications received and explained the process of selection including selection from either the written applications or a request for presentations.

Cllr Gentle said that he would like to carry out the selection by secret ballot.

The chairman explained transparency and the other options available.

Cllr Norman said that he made a presentation and felt that this was appropriate for the new candidates.

Cllr Durrant said that he didn't want it to drag on another month and that an extra-ordinary meeting should be held for presentations.

The chairman said the council had previously chosen that option which seemed fair and just.

Cllr Durrant said that some of the applicants may not like making presentations and may drop out unnecessarily.

Cllr Norman said that the applicants who dropped out last time could not have really wanted to be a councillor.

The chairman said that people had taken the time to submit written applications.

Cllr Norman said that all existing councillors should be present.

Cllr Brown said that the meeting was quorate and that decisions could be made.

Cllr Gentle proposed suspending Standing Order 3r to allow a secret ballot.

It was seconded by Cllr Brown. All agreed.

#### ***Standing Order 3r Suspended.***

Cllr Gentle proposed having an extra-ordinary meeting for presentations from applicants, followed by a secret ballot.

Seconded by Cllr Norman. All agreed.

Cllr Durrant proposed that the option to applicants should be to either give a presentation or base it on their written application.

Seconded by Cllr Brown who added that the Parish Council did not want to lose applicants. All agreed.

Cllr Norman said that it should be held within a fortnight.

#### ***Resolution – Extra-ordinary meeting to be organised for co-option presentations from applicants, followed by a secret ballot.***

#### ***Resolution – Both presentations and written applications to be considered.***

### **12. Tony Pringle's Lest we Forget**

Cllr Brown proposed purchasing a copy of Tony Pringle's Lest we Forget, on behalf of the RBL, to be available in the parish office.

Seconded by Cllr Frost. All agreed.

#### ***Resolution – Purchase a copy of Tony Pringle's Lest we Forget for parish office.***

### **13. Village Sign - Border Planting**

The clerk read an email from Mr Smith who had originally helped with the village sign border. He advised that the original plan had been for a continuous hedge of lavender but that the planting had been carried out without his knowledge with the result being a row of plants with gaps. To bring the planting scheme back to the original plan requires the purchase of an additional 177 plants. The same plants are available at 200 for £1 each.

Cllr Brown confirmed that it does look gappy.

Cllr Gentle proposed purchasing an additional 200 plans.

Seconded by Cllr Frost. All agreed.

***Resolution – Purchase 200 additional lavender plants at a cost of £200.***

### **14. Suffolk Association of Local Councils – Website and Newsletter of the Year Awards**

The clerk provided detail of both competitions.

It was proposed not to enter. All agreed.

***Resolution – No entry to be made to Website and Newsletter of the year awards.***

### **15. Items for Future Meetings**

- Co-option to include an up to date list of councillors to be published in Lakenheath Times
- FHDC - Solar Farm Update
- CCTV
- Cemetery Chapel
- Village Keeper
- Celtic Cross/Heritage
- Phone Box Sponsorship to include LT Article
- Village Green

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

Cllr Brown would include a reply to Mr Palmer's letter in her October LT article. She had spoken with Buxtons who confirm that Judicial Review proceedings cost on average £35,000 to £40,000.

### **17. To note date of next Meeting - Monday 2<sup>nd</sup> October 2017**

*Members of public left the meeting.*

### **9. Lakenheath Cemetery**

#### **(c) Unauthorised Items on Graves\***

The clerk presented an article for the Lakenheath Times as requested by councillors at August's meeting.

Cllr Durrant proposed adding bullet points highlighting regulations.

Seconded by Cllr Brown. All agreed.

***Resolution – Publish article regarding unauthorised item on graves in October issue of LT.***

There being no further business the meeting closed at 8:12pm.

