

## MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL

HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 4<sup>th</sup> DECEMBER 2017.

Present: - Messrs E Morley (Chairman)

J Gentle	Mrs Brown
I Frost	Mrs Lucas
R Norman	Mrs Whitehand
W Newman	Ms Hastings

One member of the public was also present.

The Chairman opened the meeting.

### 1. Apologies for Absence

Sqdn Ldr Neild and Cllrs Durrant and Gyte.

### 2. Declarations of Interest

Cllr Brown - Treasurer Lakenheath Youth FC & Lakenheath Heritage Group Member

Cllr Frost - Friends of Lakenheath Library Trustee

Cllr Newman – Lakenheath News

Cllr Lucas – Sutton Services Ltd (Elveden Estates) & Playingfield Committee

Cllr Norman – Village Hall

Cllr Whitehand – Lakenheath Playingfields Association, Lakenheath Carnival & Lakenheath Junior Youth Club

### 3. Police Matters

Cllr Lucas had received comments and complaints about a car regularly parked close to the junction of Broom Road and Eriswell Road. She asked if it was too close to the junction.

The chairman said that he had seen bus drivers struggle to get around the junction.

Cllr Lucas said that having to manoeuvre around the parked vehicle had meant her car nearly being hit by another.

The chairman asked the clerk to raise the issue with the police.

***Action Point – Report vehicle parked at the junction of Broom Road and Eriswell Road***

### 4. Confirmation of Minutes of Meeting held on 6<sup>th</sup> November 2017

After amendment it was proposed to accept minutes. All agreed.

Cllr Gentle asked if Cllr Gyte had declared an interest when speaking about the Judicial Review. She has a family member working at FHDC.

Cllr Brown said she thought it was not necessary.

Cllr Gentle said that the Parish Council had been fighting planning for some time and asked why Cllr Gyte had left it until so late in the day to protest.

The clerk was asked to investigate whether a family member or relation working for the local planning authority should be declared as an interest.

***Action Point – Should a family member or relation working for the local planning authority be declared as an interest.***

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

There were none.

## **6. Reports & Questions:-**

### **(a) RAF Commander Lakenheath**

Cllr Frost proposed the Parish Council passes their condolences to the USAF for the young airman recently killed. All agreed.

***Resolution – Pass on condolences to USAF for the young airman recently killed.***

### **(b) FHDC**

The clerk reported that planning enforcement had looked at the vehicle parked at 4 Arrowhead Drive. The vehicle is a 7.5 ton Bedford, presumably ex-military. The property is towards the end of a no through road. The rest of the site is tidy and there are various other properties in the area where the front garden is used for parking. From a planning perspective there is nothing that enforcement can do.

Cllr Brown appreciated the enforcement taking a look.

The clerk reported that the Senior FH Park Ranger is speaking to SCC about the footpath sign on Maidscross Hill.

### **(c) Suffolk County Council to include White Lines on High Street & Public Footpaths**

The clerk reported that SCC has assessed the severity of the issue on the junction of Station Road and Wangford Road and in light of the assessment will not be taking any remedial action at this stage.

Cllr Brown said that after the frosts the road had broken up and was dangerous to motorcyclists. She didn't understand why it hadn't been resurfaced. She asked the clerk to copy the email in to Cllr Noble and ask if he can bring any further action.

Cllr Frost said that he was meeting Cllr Noble this week and would discuss the matter with him.

The clerk reported that the 30 mph signs that had turned around on Station Road had been corrected.

Cllr Norman reported an overgrown hedgerow at 7a Wings Road and proposed the previously agreed letter was sent. All agreed.

Cllr Whitehand said that some months ago she had raised the issue of white lines on the High Street beside the Brendan Fulham Centre. Cars are parking right up against the driveway to the neighbouring property and the residents are frightened to exit their drive. She asked if double yellow lines could be put down as it was dangerous for a vehicle to have to come so far out into the road before exiting the drive.

Cllr Norman said that white lines would be more appropriate and added that vehicles regularly park across the driveway to the Parish Office.

Cllr Whitehand said that it would be difficult to get an ambulance to the property when vehicles are blocking the driveway next to the Brendan Fulham Centre. She proposed taking this up with SCC. All agreed.

The clerk had received complaints about the overgrown footpath between Broom Road and North Road. It is well used by dog walkers but is becoming impassable. She had been advised that SCC were responsible for keeping all public footpaths clear.

Cllr Lucas said she had previously raised the issue of the muddy surface and had been advised by Cllr Noble that it was the landowners' responsibility.

Cllr Whitehand proposed the village keeper uses a strimmer to cut back but to also raise the issue with SCC. All agreed.

***Action Point – Cllr Frost to discuss resurfacing of the Station Road, Wangford Road junction, white lines on the High Street and overgrown public footpaths with Cllr Noble.***

***Resolution – Letter regarding hedgerow to be sent to residents at 7a Wings Road.***

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

Cllr Brown gave her report on the Lakenheath Heritage Group:

Lakenheath Heritage Group is now a properly constituted organisation with articles of association and a bank account. We had a meeting with the Mildenhall Museum who are happy to guide the group into being a successful body. More so, there will be links between the museum and parish website. They were very impressed with the information we have to date. The information is being worked on and a decision soon will be made as to how it is to be uploaded to the Parish website. We hope to start providing a live link to the public early next year. Thank you all for your support.

Cllr Brown went on to propose that any training sessions put on should be open to other parishes. This is similar to training shared by Red Lodge and would help to lower the cost.

Cllr Lucas seconded the proposal, adding that quite a few had been present when she attended the course. All agreed.

The Clerk reported that SALC can provide a one day trying session, comprising of the following sessions:

- What makes a good council, an overview of the roles of chairs, clerks, councillors and the council as a corporate body – 1 hour
- Councils and the Law, explains the legal framework and the differences between powers and duties – 1 hour
- Contributing to effective meetings, use of the agenda and the importance of rules for council meetings – 1 hour
- Code of Conduct, learn what you can and cannot do as a councillor – 45 mins/1 hour

It was proposed to have the training day on Thursday 8<sup>th</sup> of February, commencing 9am in the Methodist Chapel, if available. All agreed.

Cllr Gentle said that powerful personalities made it difficult to implement the rules. He added that if the PC worked together as a strong group the council can be run as they see fit.

***Resolution – Offer training sessions to other parishes.***

***Resolution – Councillor Training to be arranged for Thursday 8<sup>th</sup> February, 9am start in the Methodist Chapel.***

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

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

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

Cllr Brown gave her report:

Chairman and fellow Councillors, a short one for a change.

#### **Applications supported:**

1. DC/17/2170/ADV - Application for Advertisement Consent - Retention of 1no non-illuminated Fascia sign - 44 High Street. This is a retrospective case following involvement with FHDC enforcement team.
2. DC/17/2321/HH – Householder application for front extension – 25 High Fields - with the request that all building materials match the existing dwelling.

#### **In Circulation:**

1. DC/17/1987/TCA - Trees in a Conservation Area – Notification of lots of trees to be felled on the old Matthews site – High Street, Lakenheath.

Interesting that last month an application from the former Village Home to fell 3 trees generally in poor health was refused by the FHDC and TPOs placed on them. The planning sub-committee had said that they supported the application but with the request that new trees are planted in replacement of those felled.

**Major Developments:** The Parish Council had been invited to a meeting with the Principal Planning officer and other members of the District Council but this has now been withdrawn. The letter mentioned last month has now been sent to FHDC with questions requiring a response. Dependent on the reply, decisions can be made as to how to proceed. The reply was received this afternoon but with insufficient time to allow me to report.

**SIR:** FHDC as expected provided numerous documents including legal judgements to the Inspectors in regard to the conflict of information relating to the definition of the hierarchy. So much so that the Inspectors have said that it will take time to provide any response. At the same time, they requested further clarification on a conflict of information. So, the formation of a local plan is still not confirmed.

**The Tesco Site:** The planning sub-committee had a meeting with the new owner and are now aware of the intentions for the site, namely a smaller supermarket than originally proposed, a large café and a few smaller commercial units together with 35 dwellings. The site looked good with lots of green spaces and the houses well spread out, not the usual match box scenario. However, I feel that now we have explained how affordable homes work and the fact that the district council will want 30% of the homes, there will be an amended layout with more houses to ensure a reasonable return on investment.

**Eriswell Parish and Lords Walk Area:** It is good to see that the current owners have now presented their masterplan for improvements to the green spaces at the Lord's Walk Estate together with some infill development to provide new affordable family homes. It should enhance the green spaces to create a better environment for current and future residents. However, it will add to the traffic pressure point already in place at the Sparkes Farm junction and the local schools. What is the camera on the roundabout?

The chairman thought it was a traffic counting device.

Cllr Norman said there was also black strips across the road.

Cllr Brown went on with her report:

**Mud on the Road:** Over the last week I have received several complaints about tractors coming off the fields drawing mud and debris on to the local roads, particularly Eriswell Road.

Is there a mechanism in place where farmers can be reminded of their responsibilities in either clearing the mess or ensuring wheels are as clean as possible as they leave their fields?

The clerk gave details of information from the Nottinghamshire Police website. There are many laws that apply and vehicle operators, contractors and farmers who deposit mud on the road are potentially liable for a range of offences.

Cllr Lucas said that it is a business responsibility. Sutton Services had a long drive to ensure that no mud was deposited on the road.

Cllr Gentle said that it had been a long running argument on Wangford Road.

The chairman said there was a successful method working in the fen.

Cllr Brown said the incident had happened a week ago but that the road was still poor today and dangerous if frozen. She asked how the Parish Council could find a list of farmers.

Cllr Gentle said it was difficult to find the person responsible.

Cllr Whitehand said it is was part of living in the country.

Cllr Norman said it may not be the farmers as many use contactors.

Cllr Hastings asked if were possible to catch the culprits on camera.

Cllr Lucas said the wet weather seems to be increasing the problem.

Cllr Norman said that the contractors are liable.

Cllr Whitehand proposed an article in the Lakenheath Times warning drivers to be careful.

Cllr Norman proposed a letter to farmers reminding them of their responsibilities.

Cllr Whitehand said she was trying to protect residents with a LT article.

Cllr Brown asked again how a list of farmers could be obtained.

Cllr Norman said the NFU would be able to provide the information and proposed that letters could then be sent. It was seconded by Cllr Gentle. 7 agreed and 1 against.

Cllr Brown continued with her report:

**Lakenheath Hall:** Decisions from the District are still awaited for the amended plans. Interestingly the MOD have provided new criteria requirements over previous applications requiring Yellow Door to provide new noise assessments. I will be keenly watching what is accepted as this development site lies in the 66 to 72 decibel zone. She added that the last of the original houses are currently being completed.

***Resolution – Obtain a list of local farmers from the NFU and write to farmers reminding them of their road responsibilities.***

## **9. Lakenheath Cemetery**

### **(a) To receive a Cemetery Report**

The chairman reported a significant increase in decorations on the graves especially in the new section and some possibly need clearing.

The clerk reported that an old, unfit noticeboard was being stored at the cemetery.

It was proposed to destroy the old noticeboard and all agreed.

The cemetery keeper had tried to move the bird bath. It is on a slab and he wants to be sure where to site it before he proceeds.

Cllr Lucas agreed to show the keeper where to move the bird bath.

***Action Point – Cemetery Keeper to clear old decorations from graves.***

***Action Point – Cllr Lucas to show cemetery keeper where to move the bird bath.***

***Resolution – Destroy old noticeboard.***

**(b) To Confirm Grant of Exclusive Rights of Burial**

Mr Farthing, Pakenham

**(c) New Garden of Rest - Memorials**

The clerk had obtained a quotation for the re-fixing of the tablet stones in the new garden of rest. Mildenhall Monumentals had quoted £1500 but had also suggested, as in Mildenhall cemetery, an alternative larger slab which is heavier and less susceptible to movement. To replace the existing slabs would cost £4950. New slabs which hold four memorials would cost £180 against the existing slabs last purchased in July 2014 for £10 each.

Cllr Hastings said that the larger slabs would allow more room for families but that greater numbers of decorations may get jumbled in together.

Cllr Whitehand said that Mildenhall looked nicer.

Cllr Gentle asked what would be done with the existing slabs.

The chairman said that removing some of the trees had addressed part of the problem and that the memorials seemed to be settling.

Cllr Luas asked if graves would be moved if the larger slabs were used.

Cllr Whitehand proposed leaving the existing slabs in place but to use the larger ones in future.

Cllr Lucas was concerned that people would ask why there was a difference.

Cllr Whitehand said there would be the same problem right across the garden of rest area.

Cllr Lucas said there was definite signs of settlement.

Cllr Brown didn't really want to change the existing slabs.

Cllr Whitehand said that new ideas should be looked at.

The chairman said he didn't want the Parish Council to receive complaints.

Cllr Brown asked if hedging could be put in to divide the area.

Cllr Hastings said that she had seen pebbles used between memorials in other cemeteries but if settlement was evident, to leave the exiting slabs.

Cllr Lucas proposed leaving the existing slabs to settle and continue using the same size.

It was seconded by Cllr Gentle. 7 agreed and 1 against.

Cllr Whitehand said she agreed to leave the existing slabs to settle but in future the slabs should be modernised and the larger ones used.

The clerk said that when an order for new slabs were required, she would bring the matter back to council.

Cllr Gentle said that decisions should be made by the cemetery sub-committee.

Cllr Whitehand said that every time the cemetery sub-committee makes a decision it comes before full council and it is then discussed and changed.

**Action Point – To discuss new slabs when an order is required.**

**Resolution – Leave existing slabs in new garden of rest and continue to use the same size.**

## **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
3819	British Gas	Electricity - Wings Road Public Conveniences	£48.27
3820	M J Elliott	Oak Posts for Village Green	£144.00
D/D + 3821 to 3824	Staff	November salaries, Income Tax, NI & Pension	£3928.66
3825	Lakenheath Monday Club	S137 Grant	£250.00
3826	The CGM Group (East Anglia) Ltd	Cemetery Tree Work	£888.00
3827	Richard Buxton Client Account	Housing Growth Legal Advice	£5834.16
3828	Bendall & Sons	Legal Costs (undertaking to SCC) for Purchase of Village Sign Land	£480.00
3829	The RBL Poppy Appeal	Poppy Wreath	£25.00
3830	Sunrise Services (East Anglia) Ltd	Cleaning Public Toilets - October 2017	£216.00
3831	K N Cooke Plumbing & Heating	Toilet Vandalism Repairs: June - Play Area / Sept & Nov - Wings Road	£301.86
3832	Bussens & Parkin (2015) Ltd	Postmix, Paint, Brushes and White Spirit	£91.37

### **(b) Bank Reconciliation**

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

Cllr Norman asked how SpeedWatch was going and for a report from Cllr Gyte.

**Action Point – Cllr Gyte to provide a SpeedWatch update.**

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

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

Cllr Brown said that both SCC and FHDC were increasing their council tax and that parishioners should be made aware how long the Parish Council have maintained a 0% increase, while losing the Local Support Grant.

## **11. Peace Memorial Hall – Grant**

Cllr Norman asked for this item to be discussed at the January meeting.

## **12. Defibrillators**

## **13. Telephone Boxes**

### **(a) Adoption**

### **(b) Refurbishment**

The clerk advised that the AED organisation had £1200 left to raise for the planned defibrillators. The cost of one unit is £1530 including VAT, which the group cannot claim back.

It had also been confirmed that if the telephone box at Mutford Green was not an option to house the defibrillator, Quayside Court had agreed to house a unit.

Cllr Lucas said that she had some involvement with the group as there had been discussions with the Playingfield Association to house a unit at the pavilion. She said that Quayside was a safer and more secure location rather than in a standalone telephone box. If positioned at Quayside, the refurbishment cost to defibrillator standard would be saved and she proposed that the Parish Council purchased the final defibrillator for the fund raising organisation.

Cllr Whitehand said that she was in favour of the Parish Council purchasing the equipment. Her husband had needed a defibrillator when none were available in the village. She asked if positioning it at Quayside would allow access to parishioners.

Cllr Lucas said that it would be positioned on an outside wall.

Cllr Brown said that they operate on a keypad with access given by the emergency services.

Cllr Norman was advised that there is a first responder in the village and that emergency services should make callers aware.

Cllr Hasting said that there may not be a first responder still in the village.

The chairman said that defibrillators rely on more than one person being present with the patient and that time is of the essence.

Cllr Lucas said that standard first aid courses included the use of defibrillators as sadly the ambulance service cannot always respond in time. If a member the public can help to keep the patient alive they stand a better chance of overall survival.

Cllr Whitehand said that her husband had received treatment within 6 minutes of a call to the ambulance service. This was 3 years ago and if there had been a delay he may not have survived.

Cllr Gentle asked if parishioners would know how to use the equipment.

Cllr Lucas said that the emergency services gave instructions along with the actual defibrillator unit.

Cllr Hastings said that they can be stolen and that it is better to put them in closed areas.

Cllr Lucas said that the group acknowledged that they could be taken but the equipment was as vandal proof as it could be.

Cllr Hastings said that an alarm would go off if tampered with and would alert neighbours.

Cllr Lucas said the units are constructed to be as safe and secure as possible.

Cllr Hastings said that the cabinet is opened and instructions given.

Cllr Norman said that if the patient has an internal defibrillator or pacemaker they can be killed.

Cllr Brown asked what the Lakenheath AED Group would do with the additional £300 if the Parish Council purchased and gifted a defibrillator.

Cllr Lucas said that it would help to cover maintenance and consumable costs.

Cllr Hastings said that the community had raised a large amount of money and the Parish Council should back the project.



Cllr Whitehand seconded the proposal to purchase and gift one defibrillator unit to the AED group. All agreed.

The clerk had learnt that the telephone box in Icklingham was actually a new unit and not refurbished. She had also met with Mr Holdgate who had refurbished, to a high standard, the box at Freckenham. She awaited his quotation for refurbishment of both boxes. She had also received from BT, the paperwork for adoption of the box outside the library. Beavers had confirmed they wished to 'adopt' only the telephone box outside the library.

Cllr Hastings suggested locking the box at Mutford Green so it is not accessible.

The chairman said that Prickwillow use their telephone box.

Cllr Norman said that it was owned by a local artist.

Cllr Hastings again said that locking the box at Mutford Green may help protect it.

Cllr Brown reminded councillors that the Beavers would use the box outside the library.

Cllr Newman said that the red telephone boxes are a historic part of the village.

Cllr Lucas said that she was against locking the box as it may be more attractive to vandals.

Cllr Gentle said that if the vandals were minded to, they will act whether locked or not.

The chairman said that locking it may make it more of a challenge to vandals.

Cllr Lucas proposed to officially adopt from BT the telephone box outside the library and to liaise with the Beavers for them to 'adopt'.

It was seconded by Cllr Newman and all agreed.

***Resolution – Purchase and gift one defibrillator unit to the AED group.***

***Resolution – Adopt telephone box outside library and liaise with Beavers to 'adopt' the box.***

#### **14. Emergency Planning - Including Adoption, Funding and Publication in Lakenheath Times**

The clerk had provided councillors with the final draft of the Emergency plan along with a written article for the Lakenheath Times from Cllr Hastings.

Cllr Hastings reported that two meetings had been held with 25 attendees resulting in 16 volunteers. The volunteers will help to set up a central communication point in the Brendan Fulham Centre, contact those that require assistance and update the noticeboards. She has provided a large pull along Emergency Planning Box along with some items but also had a list of things she would like it to purchase. It would allow the Volunteer Group to be set up and running in a very short time. All volunteers would be provided with a procedure plan and pack, and would liaise with Facebook/ Safer Lakenheath. Cllr Hastings had been in contact with the District Council's emergency planner who is willing to come along to a meeting and had been asked if there was any equipment available for the new group.

Cllr Hastings proposed publication of the Emergency Plan and article in the Lakenheath Times and also for an earmarked fund of £400, although it may not be used would be available to cover the cost of additional equipment.

Cllr Norman had spoken with the Village Hall Committee who had suggested a donation of £100 to cover the cost of storing the generator in their container.

Cllr Hastings said that a generator would cost a few hundred pounds along with electrical wiring costs and fuel. She said that this was a big expense to start with and that initially lamps could be used.

Cllr Lucas said that not all emergencies would need a generator and that local farmers may temporarily supply a generator if required. She said that a generator should not be considered at this stage as there is also the problem of theft and insurance.

Cllr Hastings confirmed that any of the volunteers should be able to get set up and open the communication centre.

Cllr Brown asked about heating.

Cllr Hastings said that she had investigated portable heating and this could be provided by a superser.

Cllr Brown asked about Health & Safety and how often heating equipment would have to be checked.

Cllr Hastings wasn't sure but if there was an incident, the group would de-brief and all equipment would be checked and replenished. The Emergency Planning Group would only be used to over minor incidents in the village, major events would be covered by the District Council. All vulnerable residents that ask for additional help will be treated confidentially and information shared with only the volunteer covering that area.

Cllr Norman asked if £400 was enough.

Cllr Hastings said that £400 was only an indicative figure and would only be drawn down if necessary.

Cllr Whitehand said that local farmers would help out with a generator and that most people had torches in their homes and cars. She said that they were not as important as heat and asked if individual heaters were an option.

Cllr Hastings said that equipment would not be provided to individuals just for use by the volunteers and in the communications centre.

Cllr Newman suggested keeping it small and see where it goes.

*In view of the time, the chairman asked to suspend standing order 3(w). All agreed.*

Cllr Brown suggested amending the Emergency Plan to show that telephone number are for emergencies only.

The chairman asked if those who need additional help could put the emergency plan from the Lakenheath Times in their windows.

Cllr Brown said that this would highlight that they are vulnerable.

Cllr Norman asked about personal expenditure such as printing and telephone calls spent by Cllr Hastings on the project.

Cllr Hastings confirmed that she had been working with the clerk and printing was already covered by the parish council.

The chairman said that an inordinate amount of work including expenses was carried out by councillors on behalf of the Parish Council and thanked Cllrs Hastings and Brown for their financial commitment.

Cllr Frost seconded the proposal to adopt the Emergency Plan. All agreed.

Cllr Gentle proposed an amount of £500 for the project.

Cllr Lucas asked about the discrepancy in amounts.

The clerk explained that funds could be 'earmarked' similar to those for lighting, cemetery, St Mary' etc. If they are not spent, the monies can go back into general reserve.

Cllr Norman seconded the proposal of £500 earmarked funds. All agreed.

***Action Plan – Amend Emergency Plan to show that volunteers are to be contacted in an emergency only.***

***Resolution – Emergency Plan adopted.***

***Resolution – Earmarked funds of £500 to cover purchases for the Emergency Planning Group.***

### **15. St Mary's Church - Churchyard Wall**

The clerk read a report provided to St Mary's Church regarding the rebuilding of the churchyard wall on the boundary of the old dairy. She had also received an estimation of costs from Roughts Building Services, specialists in this type of work and who have previously carried out work on the wall on Back Street, of £11,410. An exact quotation cannot be given as some of the chalk will be reused but it is not known how much until it is sorted through and graded.

Cllr Whitehand said that the trees noted in the report were in the neighbouring garden, not in the churchyard

Cllr Brown asked if the Conservation or Tree Officer had to be involved.

Cllr Gentle said no as the Diocese had given their permission for the wall to be rebuilt.

Cllr Whitehand said that the work had to be done to protect the heritage.

Cllr Hastings asked if more quotations were required.

The chairman explained that working with clunch is a very specialist niche and it was difficult to find anyone who would work with such materials. Roughts had carried out previous work on the wall.

Cllr Lucas said that previous work had been very good.

Cllr Whitehand proposed accepting the estimate of £11,410. It was seconded by Cllr Frost and all agreed.

**Resolution - Roughts Building Services £11,410 estimate of cost accepted for work to rebuild churchyard wall.**

### **16. War Memorial Fencing**

The village keeper had reported when taking down the war memorial fencing, that some of metalwork and joints are rusting.

Cllr Brown said that the Parish Council had looked at the joints some time ago.

Cllr Lucas said that RST had carried out refurbishment work previously but asked if as much was required this time.

Cllr Hastings said that now the fencing was back up should it be left until next year.

Cllr Lucas said that RST had repainted the fencing and replaced nuts and bolts.

Cllr Whitehand proposed that RST look at the railings again and ascertain if a wire brush and repaint of the affected areas was sufficient.

Cllr Hastings said that oil on the nuts and bolts may also help.

It was seconded and all agreed.

***Resolution – RST to look at war memorial fencing to ascertain level of work required to repair.***

#### **17. Consultation - Suffolk Minerals & Waste Local Plan - Preferred Options**

Each councillor had been provided with a copy of the consultation.

Cllr Whitehand suggested no comment.

Cllr Brown agreed and asked what comment could be made.

Cllr Lucas said that the consultation was purely a paper exercise.

Cllr Brown referred to the new site in Bury St Edmunds.

Cllr Gentle said that more clarity was needed and proposed responding that no comment could be made within the timescales given.

It was seconded and all agreed.

***Resolution – Response to Suffolk Minerals and Waste Local Plan - Preferred Options to be that no comment could be made within the timescales given.***

#### **18. Items for Future Meetings**

- Peace Memorial Hall Grant
- Training
- SpeedWatch
- Telephone Boxes
- Code of Conduct - Use of Social Media
- Village Keeper
- Commercial Vehicles Parked Along Back Street
- Play Area Toilets
- Precept

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

The clerk had received concerns from residents regarding the leaves at the entrance to the Surgery along Back Street. Councillors agreed for the village keeper to clear.

The clerk advised that the Parish Office would be closed on Wednesday 20<sup>th</sup> December. It would also close at noon on Friday 22<sup>nd</sup> December 2017, reopening at 9am on Tuesday 2<sup>nd</sup> January 2018.

The clerk had also received an informal request from Christian Enterprise Foundation asking if the Parish Council would be willing to purchase trees for the Playingfield Association with a grant provided by CEF. This would allow the VAT rebate to repay part of the outstanding S19 loan.

Councillors asked if this was allowed by HMRC. They declined to assist and agreed that transparency was needed.

#### **20. To note date of next Meeting - Monday 8<sup>th</sup> January 2018**

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

## **11. Peace Memorial Hall – Grant**

Cllr Norman gave a brief update on the Peace Memorial Hall, prior to the matter being discussed in January.

*There being no further business the meeting closed at 9:45pm.*