

## LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Meeting held on Monday 6<sup>th</sup> January 2020  
at the Methodist Church commencing at 7:00pm

### **Present**

Councillors E Morley (Chairman), J Hastings, G Kelly, S Palmer, J Gentle, R Norman, P Gyte, A Gyte, W Newman, Clare Shimmon (Clerk), Cllr S Frost and 1 member of the public.

### **1 Apologies for Absence**

Sqdn Ldr Turnbull and Cllrs Frost and Gathercole.

### **2 Declaration of Interest**

Cllr A Gyte - Lakenheath Football Club Trustee and Assistant Manager

Cllr P Gyte - Lakenheath Good Neighbours and Lakenheath Community SpeedWatch

Cllr Hastings - Lakenheath Keep Fit & Curling Clubs

Cllr Norman - Village Hall & Goward & Evans Charity

Cllr Palmer - Ownership of land at Briscoe Way

### **3 Confirmation of Minutes of Meeting held on 2<sup>nd</sup> December 2019**

It was proposed and seconded the Minutes of the Council meeting on 2<sup>nd</sup> December were signed as an accurate record of the meeting. All agreed.

### **4 Representations from Members of the Public**

There were none.

### **5 Police Matters including PCSO**

The clerk reported that a list of the Parish Council's priorities had been forward to Suffolk Constabulary along with a map of the area to be covered by the new PCSO. Suffolk Constabulary would now work on recruiting a new officer.

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

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

Sqdn Ldr Turnbull had given his apologies but wished members a Happy New Year.

Confirmation has been received from RAF Mildenhall that any future funerals attended by the Honor Guard would be report to the Parish Council.

#### **(b) West Suffolk District Council**

Cllr S Frost reported that there had been a full meeting of West Suffolk Council in December. He added that the recent planning application in Woodlands had caused a number of concerns to be raised and the planning officer had recommended refusal, however the application may now have been withdrawn.

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

There were none.

### **7 Financial Matters including:**

#### **(a) Payments of Accounts**

It was proposed and seconded to authorise cheques and the release of online payments for payments previously agreed. All agreed.

| Payee                              | Description of supply   | Amount   |
|------------------------------------|---|----------|
| British Gas                        | Electricity - Wings Road Toilets  | £159.88  |
| NFU                                | Vehicle Insurance - Gator   | £331.52  |
| Staff                              | December Salaries, Income Tax, NI & Pension   | £4281.71 |
| John Deere Bank                    | Vehicle Payment   | £375.56  |
| Headway Suffolk                    | S137 Grant  | £250.00  |
| Sunrise Services (East Anglia) Ltd | Cleaning Public Toilets (November) & to Supply and Install Dispensers, Hand Soap and Toilet Rolls | £657.70  |
| BT Payment Services                | Parish Office Telephone & Broadband   | £51.30   |
| County Graphics                    | Lakenheath Times (November and December Editions)   | £900.00  |

| Payee                          | Description of supply  | Amount  |
|--------------------------------|--|---------|
| WAVE                           | Water & Sewerage Charges - Wings Road Public Toilets             | £79.08  |
| Lakenheath Peace Memorial Hall | Parish Office Quarterly Rent                                     | £731.32 |
| Clare Shimon (reimbursement)   | Mileage, Stationery, Number Plate, Traffic Cones, Fuel & Postage | £128.48 |
| EDF Energy                     | Electricity - Cemetery Chapel                                    | £48.22  |

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

A bank reconciliation for 30<sup>th</sup> November 2019 was presented. It was proposed and seconded to accept. All agreed.

#### **(c) Precept Setting - 2020/21 - Setting thereof and Chairman to sign off**

The Responsible Finance Officer had obtained confirmation that the tax base figures had been ratified by West Suffolk Council.

Councillors had been previously provided with a copy of the draft budget and were reminded that the figure was net expenditure of £165,900, and by decreasing reserves by £16,040 would set the precept at £149,860 for year 2020/21 and represent another 0% increase. It was proposed by Cllr Hastings and seconded by Cllr P Gyte to proceed with a precept request of £149,860. All agreed.

The Application for Grant & Precept was duly signed by the Chairman and Clerk.

### **8 Lakenheath Cemetery**

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

Cllr Palmer gave his report noting that a board had been put across the bottom of the large garden gate, shielding the dog but moles are again a problem.

The clerk reported that the Cemetery Keeper had put mole traps down and had caught one at the front of the cemetery near to the chapel. Mole hills were no longer appearing in that area.

Cllr P Gyte asked the annual request in the Lakenheath Times to be published asking for Christmas wreathes to be removed from graves by the 1<sup>st</sup> of March.

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

There were three.

#### **(c) Mowing Deck - Major MR180**

The chairman suggested speaking to the playingfields association to see if they are interested in this piece of surplus machinery.

### **9 Parish Clerk**

The clerk reported that two applications for the position had been received.

Cllr P Gyte proposed and Cllr Norman seconded the appointment of four councillors to proceed with the appointment process for a new clerk. All agreed. The chairman along with Cllrs Hastings, Kelly and A Gyte were appointed.

### **10 Rural Parish Alliance - Sunnica Energy Farm**

Members had received a copy of the RPAs concerns and proposals to oppose the Sunnica Energy Farm.

It was proposed by Cllr Norman and seconded by Cllr Gentle to provide details of the solicitor used for planning matters and to suggest crowd-funding and precept as a way to raise the funds required, along with the four affected villages forming the sub-group 'Sunnica Solar Parish Council Alliance'. All agreed.

### **11 Street Lighting Unit 237 - Eriswell Drive**

A quotation of £522.42 +VAT had been received from Suffolk Highways to replace unit 237 with an LED lantern. Cllr Norman proposed and Cllr Newman seconded proceeding with the quotation. All agreed.

### **12 Murfitts Industries**

The clerk read responses received from Murfitts Industries, Planning Enforcement and a comprehensive report from the Senior Community Safety & Neighbourhood Nuisance Officer at Kings Lynn and West Norfolk Borough Council, who are addressing all concerns raised.

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| 13 | <p><b>VE Day Commemorations</b></p> <p>Cllr P Gyte reported the memorial on the playingfields had been completed with a few more stones needed to finish.</p> <p>She asked if the Parish Council would support the addition of a commemorative bench similar to that installed on the village green. The cost had been £1050.50 +VAT.</p> <p>Cllr Norman proposed and Cllr Newman seconded funding the bench. All agreed.</p>   |
| 14 | <p><b>Consultation - SALC Panning Questionnaire</b></p> <p>Cllr A Gyte proposed and Cllr Hastings seconded responding with the agreed answers to the questions raised. All agreed.</p>  |
| 15 | <p><b>Items for Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Parish Clerk</li> <li>• Mowing Deck</li> <li>• Play Area Fencing</li> </ul>  |
| 16 | <p><b>Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency</b></p> <p>The clerk reported further incidents of ASB at the public toilets on Wings Road.</p> <p>Cllr Kelly suggested advising the SNT about the ongoing problems.</p> <p>Cllr A Gyte asked for West Council to be contacted regarding the process to remove future responsibility if necessary from the Parish Council.</p> <p>It was agreed to install CCTV at the site along with putting up the required notices. An article is also to be published in the Lakenheath Times advising residents that if problems persist, the only option may be to close the facilities.</p> <p>The clerk provided photographs of a gap in the fencing on the Eriswell Road side of the Children's Play Area, created by the hedge being recently been cut which the village keeper had now repaired. She also provided a photograph of a small gap used for access to the picnic area. Cllr P Gyte proposed and Cllr Norman seconded filling the gap with additional fencing. All agreed.</p> <p><b>To note date of next Meeting - Monday 3<sup>rd</sup> February 2020</b></p> <p>There being no further business the meeting closed at 8:12pm</p> |

**LAKENHEATH PARISH COUNCIL**

Minutes of the Lakenheath Parish Council Planning Committee Meeting held on Monday 6<sup>th</sup> January 2020  
at the Methodist Church commencing at 8:13pm

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|----------|---|
| <b>1</b> | <p>Cllr Palmer asked if the planning application for Station Road North due to be considered at the Development Control Committee Meeting on Wednesday was premature.</p> <p>Cllr Kelly agreed that it was premature.</p> <p>There followed discussion about the case being rushed through and correct procedures not being adhered to.</p> <p>Members of the planning committee, Cllr A Gyte and Cllr Norman proposed and seconded that Cllrs Kelly, A Gyte, Norman and Gentle form a sub-committee to help with the time constraints of consultations and to aid the speedier responses to planning applications. All agreed.</p> <p>There being no further business the meeting closed at 8:30pm</p> |
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