

MINUTES OF THE MEETING OF LAKENHEATH PARISH COUNCIL

HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 6th FEBRUARY 2017.

Present: - Messrs E Morley (Chairman)

R Norman	Mrs Brown
J Gentle	Mrs Gyte
D Durrant	

Sqdn Ldr Neild, 4 members of the public and 2 representatives from Yellow Door Property were also present.

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

1. Apologies for Absence

Councillors Gathercole, Lucas, Frost, Whitehand and Marston.

7. Reports & Questions:-

(a) RAF Commander Lakenheath

Sqdn Ldr Neild said that he didn't know any more about the noise report and its release date. He added that Wednesday would be noisy but should then diminish. He had tried to get hold of the report published in the press about the fatal F18 accident in October 2015. Unfortunately he hadn't been able to obtain it and wasn't in a position to report to the PC.

Cllr Gyte asked if the report was confidential.

Sqdn Ldr Neild said that it had been seen by the BBC.

The chairman thanked Sqdn Ldr Neild and went on to introduce Paul Ashley representing Yellow Door Property.

8. Planning Matters:-

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

Mr Ashley said that it had been a year since he had last attended a PC meeting and that a great deal had happened. A local contractor they had used had decided to take 15cm of topsoil from much of the site. They had taken arborologist advice and the mistake had cost £50k to correct. However the issue is now rectified and virtually all the rubbish has been removed from the site. He gave an update on the plans; the old hall was divided into three properties and two others were fully built and all rented out. There are a further two properties which are three quarters finished which they hope to complete in the next four to five months. A revised planning application is to be submitted for the remaining seven properties, modified to include an additional two, each larger and more sympathetic to the area. Further guidance had been given by the arborologist. Highways and planners had been consulted on moving the roadway 20 yards giving it a more natural line. The plan is for plot ten to exit as does plot eighteen, off Hall Drive. It was felt that the existing planning permission was for houses that are too small, 1500m² sat in 0.3 to 0.5 acre plots. To achieve value they hope they will be larger executive homes with a high finish. They are trying to make them a more conventional finish with loft space used without serious change to the footprint. The plans are about to be submitted to FHDC after pre-application work. It is paramount to avoid overlooking neighbours. An ordnance survey map had shown a pond which had been reinstated and is now filling with water.

Cllr Brown agreed that the new properties were much better for that area and size of plot.

Cllr Gentle asked about the hall itself.

Mr Ashley said that it is in the hands of a bank after the previous developer went into liquidation. The bank are playing cat & mouse as the improved site will increase the value of the bank's properties. The two houses are cheap rentals. Yellow Door are dealing with landscaping on their behalf and they hope to come to some sort of agreement to purchase.

Mr Ashley asked councillors if the three entrances should be left open or should it be a gated community.

Cllr Brown said that it was dependant on market.

Mr Ashley said that a gated community was not the preference.

Sqdn Ldr Neild left the meeting.

3. Declarations of Interest

Cllr Gyte - Lakenheath Good Neighbours and Lakenheath Consolidated Charities.

Cllr Durrant - James Waters Ltd

Cllr Norman - Village Hall

Cllr Brown - Treasurer Lakenheath Youth FC

4. Police Matters

There were none.

5. Confirmation of Minutes of Meetings held on 9th January 2017

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

Representatives from Yellow Door Property left the meeting.

6. Representations from Members of the Public

A parishioner said that he had moved into Lakenheath at the end of July. He is a podiatrist offering home visits and he relies on parish magazines to advertise. He had been advised that there is a waiting list.

The chairman said that the editor deals with the publication and that she should be contacted.

7. Reports & Questions:-

(b) Forest Heath District Council to include Dog Waste Bins – Roebuck Drive & Maids Cross Hill

Cllr Marston was not present and the items are to be added to the March agenda.

(c) Suffolk County Council

There were none.

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

(c) Single Issue Review

Cllr Brown gave her report:

Applications Supported

1. DC/16/2735/HH - Householder Planning Application - single storey side extension -7 Delph Road
2. SCC\0270\16 - (a) Installation of Surface Water drainage pipe system, 3no. concrete hardstanding, replacement office/welfare building, replacement weighbridge, staff parking (2no. spaces), pumping station, cesspool AND (b) the installation of a drainage pipe link to an infiltration basin to the south. - Lakenheath Recycling Centre, Brandon Road
3. SCC/0007/17 -Regulation 3 Planning Application (application on behalf of Suffolk County Council) - Transport Office and Workshop building - The Causeway Pit, The Causeway Undley
4. DC/16/0951/HH - Proposal: re-consultation - Householder planning application – Reduction in height of fence adjacent to the highway to 1 metre – 1 Eriswell Drive

Applications not supported:

1. DC/16/1436/FUL PROPOSAL: Planning Application - 2no. dwellings (following demolition of existing outbuilding/garage) with associated vehicular access - Coopers Cottage 42 Mill Road This is an appeal to PINS
2. DC/16/2790/ADV - Application for Advertisement Consent - (i) 2no. non-illuminated signs, (ii) no1. illuminated fascia sign, (iii) no1. non-illuminated window sign - 74 High Street

Applications in circulation:

None

We have 4 new planning cases received today, please can the Planning Subcommittee have a meeting Thursday 16th February to discuss them.

I can announce that West Suffolk have now appointed a Senior Ranger, John Smithson, previously the Parks and Leisure Manager for St Edmundsbury. One of the areas which will eventually come under his control is our local Warren land. The position is to be funded with S106 money. With the major developments, there is now a clause that the developers will have to provide towards this future cost.

Major developments: Firstly, at the Development and Control Meeting 1st February the case was brought before committee for up to 110 units at Maids Cross Way across to Broom Road and Covey Way. The application was refused. I feel fairly certain that the applicants will now take the case to appeal.

There is again very little to report on the other sites as we still await the Aircraft Noise Assessment and Current Contours from the MoD. Until these are received no further action will be taken by the local planning authority.

On the Necton site the public inquiry starts on the 28th February at the District Council offices. We have now submitted our statement of common ground. We used the services of Railton to agree with the developer certain modifications with which they are agreed to mitigate the advice within the latest Aecom Technical Report produced for Suffolk County Council last November.

Sharpes Corner: Work continues and the site is looking better.

The Tesco Site: I have heard nothing further on this. Has anyone else?

West Suffolk Town and Parish Forum: The meeting which was scheduled for the 1st February has been delayed until 16th February. No venue nor agenda has yet been received. However, we do know that there are changes taking place in local government which will provide the District with opportunities for closer working across all levels of local authority.

FHDC would like to focus the first part of the forum on looking at the next steps for them to review how they work. They are hopeful that the forum will provide local Parishes the opportunity to see how they'll work in the future, across all issues. I will attend.

Celtic Cross: The poems overlaid on old pictures of the village with a short history have now been supplied to the Library and will shortly be on show. Following fundraising by the next Chicken Foot evening, it has been agreed with the Village Hall Committee that there will in the near future be a more permanent display. Cllr Brown had examples to show councillors.

Single issue Review: The SIR consultation arranged by FHDC has now been extended to 13th March 2017 as an additional piece of information relating to habitats has been provided. As you know from the Lakenheath Times and my emails, Lakenheath Parish Council are hosting an additional SIR consultation drop in meeting tomorrow evening between 4 pm and 6 pm. This is to ensure that the residents of our Parish become better informed on the growth that will affect our Village. The School Governing Body will also be in attendance. It is hoped that as a result of this the Parish will be able to take away any additional comments from the public to help in the completion of the forms that will ultimately be our response to this consultation. As a result of reading the documents from the email link I sent, do any Councillors have any comments that they wish to put forward in relation to this response? I propose then for the planning subcommittee to formulate replies on behalf of the Parish Council.

It was seconded by Cllr Norman. Voting 3 in favour and & 1 abstain.

Resolution – Planning Sub-Committee to respond to SIR consultation on behalf of the PC.

10. Lakenheath Cemetery

(a) To receive a Cemetery Report

Cllr Durrant said that the cemetery was all neat and tidy although the bunker at the top was full. He added that the apple tree had been removed.

The clerk explained that the shredder had to be fixed and that the tree waste was now being destroyed.

Cllr Durrant said that the cypress trees for the children's area should be at an angle and he proposed removal of the holly bush.

Cllrs Gentle and Brown agreed that the bush should not be removed.

Cllr Durrant suggested that others look for a better place for the cypress trees.

Action Point – Councillors to suggest correct position for cypress trees.

(b) To confirm Grant of Exclusive Rights of Burial

There were none.

(c) Old Equipment Held in Storage

Cllr Durrant reported that there was an old notice board and machine in storage. The machine fitted the previous tractor and was no longer any use to the village keeper, he suggested getting a value for scrap and for the noticeboard to be disposed of.

(d) Gravel

The clerk reported more gravel was needed in the cemetery and that in March 2016, three tonnes of 10mm stone had been purchased at a cost of £119.15 +VAT.

Cllr Durrant asked if a larger quantity would be more cost effective.

The clerk said that she would investigate and cost implications and storage capacity.

Action Point – Clerk to investigate costs and storage facilities for gravel at cemetery.

(e) Cottage – Damp Report

The clerk had provided each councillor with a copy of the damp report.

Cllr Gentle said that it would be more cost effective to take down the existing building and replace.

Cllr Durrant proposed getting quotes for some of the works. He added that the cottage could possibly be sold in the future and the work outsourced. However, the Parish Council are currently responsible for the property and its employee.

It was seconded by Cllr Brown and all agreed.

Resolution – Clerk to obtain quotations for damp remedial works at the cemetery cottage.

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
3678	British Gas	Public Conveniences - Electricity	£84.74
D/D + 3679 to 3682	Staff	January Salaries, Income Tax, NI & Pension	£3937.76
3683	BT Payment Services	Telephone & Broadband	£57.72
3684	Sunrise Services	Public Conveniences - December Cleaning	£240.00
3685	Lakenheath Peace Memorial Hall	Parish Office - Quarter three rent	£598.93
3686	Forest Heath District Council	Skate Park / MUGA Inspections	£268.30
3687	KQ Services	Cemetery Cottage & Public Toilet Roof Repairs	£310.00
3688	Clare Shimmon	(Hygiene Supplies Direct) Baby Changing Table - Reimburse	£137.99
3689	County Graphics (Norfolk) Ltd	Lakenheath Times - January Edition	£400.00

(b) Bank Reconciliation

A bank reconciliation for 31st December 2016 was presented. It was proposed to accept and all agreed.

(c) Methodist Chapel Donation

The clerk advised that in 2016, the donation had been £30 per meeting.

Cllr Gentle proposed a donation of £360 to the Methodist Chapel. All agreed.

Resolution – Clerk to arrange a donation of £360 to the Methodist Chapel.

(d) Skate Park/MUGA – Insurance

The clerk read an email from the chair of LPFA requesting that the Parish Council take on the insurance costs for the Skate Park and MUGA. Due to the high risk nature of the equipment, LPFA are unable to get competitive quotes for their insurances.

The clerk had investigated the costs and received a quotation of £985.74 per annum to cover public liability and all risks for the skate-park, MUGA and toilet block. The insurance is renewed in October so pro-rata the cost is likely to be near £600.

Cllr Durrant said that the Parish council are asked to pay for everything and should they be adopting the area. He added that he couldn't see how the £4,000 granted by the Parish Council was going into grass costs.

The chairman pointed out that the Parish Council are only currently being asked to look at the insurance.

Cllr Durrant said that it seemed to be a big bucket with lots of holes.

Cllr Brown said that it was only last month that the Parish Council agreed to cover the inspection costs.

Cllr Durrant said that the Parish Council seemed to be the default setting.

Cllr Brown asked if Steven had got the capacity to take on extra work if the area was adopted.

Cllr Durrant said that the requests for funding do not stop.

Cllr Gentle proposed taking on and paying the insurance costs.

It was seconded by Cllr Gyte. Voting 3 in favour & 2 abstain.

Cllr Brown asked for the clerk to check that before taking on the insurance that LPFA maintain the liability for the playingfields.

Cllr Durrant proposed that the Parish Council adopt this area of the playingfields.

Cllr Gentle agreed that the situation needs sorting / clarification.

It was seconded by Cllr Brown and all agreed.

Resolution – Parish Council to take on and pay for insurance costs on skate-park, MUGA and toilet block subject to checking that LPFA maintain the cover for the playingfields.

Action Point - Approach to be made to LPFA for the Parish Council to adopt this area of the playingfields.

12. Street Lighting Units:

- 199 & 201 The Cedars
- 250 & 255 Roebuck Drive
- 103 & 126 High Street to Mayfields footpath

The clerk had obtained an estimate of £8,117.24 to replace the columns and lanterns for the six units. She explained that units 103 and 126 were both concrete columns although they were not highlighted on the recent report as having issues.

Cllr Gentle proposed replacing both the columns and lanterns.

It was seconded by Cllr Norman and all agreed.

Resolution – Six street lighting units, columns and lanterns to be replaced with a total cost of £8,117.24.

13. Lakenheath Times - Price Increase

The clerk read an email from the editor of the LT explaining the reasons for a price increase to £450 per edition wef from February 2017.

Cllr Durrant asked that as there is a waiting list for advertising, could the number of pages be increased.

Cllr Brown said that she receives good comments about the LT.

Cllr Durrant proposed to authorise the increased cost and to ask if additional pages could be added to help with the waiting list.

It was seconded by Cllr Gentle and all agreed.

Resolution - LT price increase agreed with possible additional pages to accommodate the waiting list of local businesses wishing to advertise.

14. Register of Interests – reminder to keep updated

The Chairman reminded all councillors to keep their Register of Interests up to date.

15. Great British Spring Clean Weekend

The clerk read an email from FHDC regarding the Great British Spring Clean campaign which is taking place over the weekend of 3rd to 5th March 2017.

Cllr Frost (PC representative for litter) was not present at the meeting and a Spring Clean is to be added to the March agenda.

16. Public Conveniences - Opening Hours

The clerk reported that she had approached the village keeper but he is not able to work additional hours over weekends.

Cllr Durrant proposed leaving all public toilets open over weekends.

It was seconded by Cllr Gyte and all agreed.

Resolution – Public conveniences to remain open all weekend.

17. Children’s Play Area - Repairs & Maintenance

The clerk had obtained quotations as recommended by the inspector from Fenland Leisure Play for repairs needed to the Cable Runway and Activity Equipment – Multi Play (Junior).

Cllr Brown proposed to proceed with lifting and relaying, replacing as necessary, the grass mats and repairs to the Cable Runway and seat along with repairs to the Activity Equipment – Multi Play (Junior) at a total cost of £3063.35 +VAT plus any additional safagrass matting required if broken when lifted.

It was seconded by Cllr Gyte and all agreed.

Resolution – Instruct Fenland Leisure Play to lift and relay, replacing as necessary, the grass mats and repair the Cable Runway and seat. Repair the Activity Equipment – Multi Play (Junior) equipment at a total cost of £3063.35 +VAT.

18. Sale of Land off Undley Road

The applicant had responded that the land is required to extend his garden, making it a regular shape. He will also be able to keep on top of the maintenance and is willing to pay up to £4,000 to £5,000 given that the area is 0.2 - 0.3 acres.

The clerk explained that she had spoken to local solicitors, Bendall & Sons about the sale of this land. They had advised that to proceed with the sale, title absolute was required. It could not be guaranteed as it may only be possible to achieve possessory title. This will require declarations from two or three individuals, such as previous councillors, confirming that the land is owned by the Parish Council giving evidence such as previous use, any rents received and other common knowledge. Bendall & Sons can formalise the declaration and make the application at a cost of £500 - £600 plus land registry fees.

Cllr Brown said that after sale costs there would be nothing left. She added that to protect the Parish Council a covenant should be added regarding future use.

Cllr Gentle proposed approaching previous councillors regarding declarations required for possessory title.

It was second by Cllr Norman and all agreed.

Resolution – Approach previous councillors regarding declarations required for possessory title.

19. Village Sign

The clerk explained that further information had been recovered. Land registry confirms that the village sign green is split into two titles. Bennett Homes had gifted part to the Parish Council in 2005 and Suffolk County Council became registered owner of the second part in 2013.

Cllr Gyte proposed approaching Suffolk County Council to transfer their part to the Parish Council.

It was seconded by Cllr Brown and all agreed.

Resolution – Approach Suffolk County Council to transfer their half of the village sign green to the Parish Council.

20. Items for Future Meetings

- FHDC - Dog bins (Roebuck Drive & Maids Cross Hill)
- Cemetery - Old equipment held in storage and gravel
- Skate Park / MUGA / Toilet Block area Adoption
- Land off Undley Road
- Village sign
- Cemetery Cottage
- Village Spring Clean

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

Cllr Norman commented that the new commemorative bench on Wings Road looks excellent.

22. To note date of next Meeting – Monday 6th March 2017

Members of the public were asked to leave the meeting.

2. To Consider Approval of Councillors' Absences*

Cllr Brown proposed approving Cllr Gathercole's prolonged absence.

It was seconded by Cllr Durrant and all agreed.

Resolution – Cllr Gathercole's prolonged absence approved.

There being no further business the meeting closed at 8:30 pm.