

LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Meeting held on Monday 1st July 2019
at the Methodist Church commencing at 7:00pm

Present

Councillors E Morley (Chairman), J Hastings, R Norman, J Gentle, W Newman, P Gyte, A Gyte, I Frost, G Kelly, Clare Shimmon (Clerk), Sqdn Ldr Turnbull, Cllr Stephen Frost and 3 members of the public.

1 Apologies for Absence

Cllrs Gathercole and Palmer and Cllr Noble.

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 Frost - Friends of Lakenheath Library Trustee

Cllr Norman - Village Hall

Cllr Kelly - Lakenheath Heritage Group Member

3 Confirmation of Minutes of Meeting held on 3rd June 2019

It was proposed and seconded the Minutes of the Council meeting on 3rd June were signed as an accurate record of the meeting. All present at that meeting agreed.

4 Representations from Members of the Public

There were none.

5 Police Matters including Parking & PCSO/Private Security

Cllr Kelly explained how a number of Parish Councils in the country employed private security firms. He had spoken with Martock in Somerset who after a reluctant police response and not much action being taken, they employed a private security firm. They felt if they funded a PCSO they had no control and if required they would be deployed elsewhere. The security firm provide an officer in uniform with a body camera. The officer works for the village and they have received no complaints. The cost of £6,000 pa compares favourably against in excess of £30,000 for a PCSO.

Cllr Kelly feels it is worth pursuing, looking at a recruitment process and objectives.

It was greed that recruitment should initially be on a short term probationary period and once the details are clear, presented to the village for approval.

Cllr Kelly was told that lots of problems in Martock had ceased and they had actually seen an increase in police patrols.

There followed discussion including how the police would respond to any offence reported and costs.

Cllr Gyte reiterated that the local police will only react if told. Evidence must be provided and she will be contacting Inspector Shipton about speeding in the village as in excess of 15 cars were recorded over 35mph at the last Speedwatch session.

The clerk confirmed that funds of £4,500 were available from sums budgeted for Professional fees.

It was proposed and seconded for Cllrs Frost, Kelly and A Gyte to investigate the options and report back to Members. All agreed.

The clerk confirmed that thanks was given to Lakenheath Garage. Following a polite request from the Parish Council, they had arranged for the large rental vehicle to be removed from the front, helping drivers leaving the surgery. Although they have their own parking facilities on the opposite side of High Street they had also helped to remove vehicles from Back Street.

A number of comments had been received regarding vehicles parked outside the library. Any vehicle causing concern should be reported to the police.

6 Reports & Questions:-**(a) RAF Commander Lakenheath**

Sqdn Ldr Turnbull confirmed that strict planning permission had been granted for the site on Wangford Road. The electrical upgrade would finish this month and that a ground-breaking ceremony to mark the beginning of the F35 work would take place on 15th July with the Parish Council Chairman in attendance. He advised that Independence Day celebrations would include a firework display on RAF Lakenheath at 10pm with an 11pm curfew.

Cllr Norman enquired why aircraft were recently taking off between Lakenheath and Feltwell.

The Chairman thanked Sqdn Ldr Turnbull who then left the meeting.

(b) West Suffolk District Council including Grass Cutting

Cllr Frost confirmed that due to the wet weather, grass cutting for the area was behind schedule, although good progress had been made last week.

The clerk reiterated concerns with comments from a resident regarding the long grass, which in turn increased littering and dog fouling. There had also been an excessive use of weed killer. She confirmed that Bennett Homes had been contacted about the overgrown 'island' on Station Road and Planning Enforcement regarding the overgrown property on High Street, opposite the church.

The Chairman thanked Cllr Frost who then left the meeting.

(c) Suffolk County Council

There were none.

Councillor Gentle arrived.

7 Planning Matters:-**(a) To consider all outstanding Planning Applications and if necessary, any applications received after preparation of the agenda:**

- **DC/19/0774/HH - 14 Hallfields**
It was proposed and seconded to support in principal, subject to the fencing not causing an obstruction for vehicles/drivers. A splay was also respectfully suggested. All agreed.
- **DC/19/1020/FUL - Cupola Farm, Undley**
It was proposed and seconded to support. All agreed.
- **DC/19/1242/HH - 33 Broom Road**
It was proposed and seconded to support. All agreed.
- **DC/19/1279/FUL – Retreat Gardens, Hall Drive**
It was proposed and seconded to support. All agreed.

8 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
Staff	June Salaries, Income Tax, NI & Pension (minus 34p overpayment to HMRC)	£4263.09
EACH	S137 Grant	£250.00
BT Payment Services	Parish Office Telephone & Broadband	£65.76
EDF Energy	Electricity – Cemetery Chapel	£79.36
Lakenheath Peace Memorial Hall	Parish Office Rent (April – June)	£655.56
Sunrise Services	Cleaning Public Toilets (May)	£270.00
NFU Mutual	Mower Insurance	£424.18
G & J Peck Ltd	Mower Parts	£59.21
Clare Shimmon	Reimbursement & Mileage (stationary, chapel bug zapper, toilet sign, machinery parts, key cutting, letterplate, lightbulbs, fuel, parking and postage)	£560.34
Scott Evans	Reimbursement & Mileage (mower belt)	£48.34
Speedar	SpeedWatch Gun - Battery	£41.82
Nationwide	Transfer of Funds	£37,500.00

The clerk reported an error on payments reported at the June meeting. Staff payments totalled £4386.57 not £4263.43, including a missed payment of £123.14 NIC from May 2018.

(b) Bank Reconciliation

A bank reconciliation for 31st May 2019 was presented. It was proposed and seconded to accept. All agreed.

9 Lakenheath Cemetery

(a) To receive a Cemetery Report

Cllr Frost gave his report, with railings, overgrown hedging and a soap dispenser in the toilet to be addressed.

(b) To Confirm Grant of Exclusive Rights of Burial

There were none.

(c) Chapel

Cllr Hastings confirmed that the chapel would be ready for opening by mid July.

(d) Vehicle / Insurance / Vehicle Livery / Fuel

Cllr Hastings gave an update on the purchase of a vehicle. Buying private would be more cost effective but gave no warranty.

The clerk had investigated insurance costs, vehicle livery and fuel. This would be discussed in more detail once a vehicle had been found.

10 Publication of Draft Minutes

Cllr Kelly reported that lessons should be learnt from past experiences regarding openness. Social Media had invited comments from people earlier in the year without facts being available. Draft minutes published soon after the meeting could help prevent further incidents.

After discussion it was proposed and seconded that as of the August meeting, the Parish Office would be closed on a Tuesday following a meeting to allow the clerk to type the minutes and publish them on the website. A notice would be published in the Lakenheath Times and details given on the website, explaining the 'draft' format. Any amendments would be made at the next meeting and the draft copy replaced by the confirmed minutes. Voting 7 in favour and 1 abstain.

11 Keep Lakenheath Tidy

Cllr Frost reported a good turnout for the litter pick on Sunday 23rd June. The High Street, play area, skate park and part of the playingfields was covered along with Back Street. He advised that a larger number of volunteers would need team leaders.

It was proposed and seconded for Cllr Frost to thank all volunteers in the Lakenheath Times and on Social media. All agreed.

Another date would be set for September 2019. Excessive rubbish under the bridge on Undley Road is also to be reported.

12 Litter Campaign / Poster Competition

Cllr P Gyte reported that the entries for the litter posters had been judged to a final 10. Three would now be made into signs for the children's play area and the remaining seven laminated and placed on noticeboards.

It was proposed and seconded to order two copies of the three winning designs at a cost of £39 +VAT. All agreed.

Voting took place on the final three and the Chairman volunteered a £10 book token for the winners.

The three finalists will be present when the signs are erected and articles placed in the School Newsletter, Lakenheath Times and hopefully local press.

13 Lakenheath Times

The clerk reported that the collection of this month's Lakenheath Times had been smoother and on time.

14 Remembrance Day Parade & WWI Commemorations

The clerk had received confirmation from Lakenheath Silver Band that they agreed with the Royal British Legion’s proposed changes to the service. The band would meet at the War Memorial at 2:40pm with the service commencing at 2:45pm, followed by a parade to St Mary’s church for 3pm. Although they made no charge for their services, a donation would be welcomed.

It was proposed and seconded to amend the Remembrance Day service, changing the road closure. Parishioners would be advised in the Lakenheath Times and as many groups as possible by email. Voting 7 in favour and 1 abstain.

It was proposed and seconded to ask Cllr Gathercole to remove the WWI commemorations from the playingfields. All agreed

15 S137 Grant Applications to include Lakenheath Silver Band

It was proposed to grant £75 to Lakenheath Silver Band with a counterproposal of £100. £100 was seconded. Voting 7 in favour and 1 abstain.

Sharing Parenting had put out a plea for donations. They are holding a parenting conference in Newmarket next week, with 70 parents attending and their sponsor had dropped out. It was proposed and seconded to grant £100, with payment made immediately. All agreed.

16 Items for Future Meetings

- Telephone Boxes
- Heritage Trail / Celtic Cross
- Cemetery/Village Keeper Vehicle
- PCSO / Private Security

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

There was none.

18 To note date of next Meetings – Monday 5th August 2019

There being no further business the meeting closed at 8:25pm.

Sign

Date

CHAIRMAN

Signed as confirmation that they are a true record.