

MINUTES OF MEETING OF LAKENHEATH PARISH COUNCIL HELD AT THE METHODIST CHURCH CHAPEL ON MONDAY 7<sup>th</sup> JULY 2008

Present :- Messrs D Gathercole (Chairman)  
Chair)

Mrs A Chambers (Vice

J Gentle  
I Frost  
E Morley  
R Rolph  
I Smith

Mrs P Rissen  
J Ingham

In Attendance :- Cllr Colin Noble, PCSO Jason Thomas and Squadron Leader Jerry Neild  
13 members of the public and 2 members of the press were present.

### **1.APOLOGIES FOR ABSENCE**

Cllr Lucas (World Trip) & Cllr Whitehand (School Meeting)

### **2.DECLARATIONS OF INTEREST**

Cllr Gathercole – planning (FHDC); Village Hall & Lakenheath Playing Fields  
*The Chairman closed the meeting.*

### **3.POLICE MATTERS**

Theft from vehicles is a big problem at the moment – the message is “take everything out of your car”. The Co-op had been the subject of a recent alcohol and cigarette theft. Shortly afterwards a Norfolk Post Office was raided – 5 people were caught and it is believed they may have been responsible for the Co-op theft. There were 12 recorded crimes in the village in the previous month – 5 were criminal damage to cars and one involved a loose brick being thrown at a house. Warning given about potential danger/damage if bricks etc lying loose. From now until October there will be “hot spot” patrols highlighting crime prevention. Cllr Smith said parking on pavements still a problem and Cllr Frost commented on similar bad parking in Highfields area. PCSO Thomas was thanked for his contribution to the meeting.  
*The meeting was reopened.*

### **4.CONFIRMATION OF MINUTES OF MEETING HELD ON 2<sup>nd</sup> June 2008**

Acceptance of minutes was proposed, seconded and agreed by all.  
*The Chairman closed the meeting*

### **5.REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**

There were none.

### **6.REPORTS FROM**

#### **a) RAF COMMANDER**

Sqdn Ldr Neild said that the problems at Gate 2 seemed to have eased – there were now crossing patrols and additionally schools have broken up for holiday. Currently, an improvement to base entry on the A1065 is being looked at. Picking up on cars parked on the pavement, Sqdn Ldr Neild said that this had previously been raised but he will be doing so again. Cllr Smith asked how long USAF personnel have to get vehicles

properly registered etc in UK – 30 days. Sqdn Ldr Neild said he would chase up (through PC Glover) any that appeared not to be meeting this requirement as long as he is given details. Cllr Chambers expressed thanks to Sqdn Ldr Neild for attending the photo shoot of the new village sign. Sqdn Ldr Neild was thanked and he left the meeting.

#### **b) FOREST HEATH DISTRICT COUNCIL**

Cllr Gathercole said that the Boundary Committee Review initial findings are now available (website details given) and as a District Councillor he would like people to get involved and have a view. Further information should be coming out. The grassed areas in the village falling under FHDC control will be clarified and enquiries re possible bus service (Tuesdays) to Kings Lynn will be raised. The Clerk reminded Councillors of FHDC Parish Forum (raising awareness of Boundary Committee proposal) at Red Lodge on 15<sup>th</sup> July at 7.00pm – numbers of attendees have to be given to FHDC asap.

*Resolved – Cllr Gathercole to look into FHDC responsibility re village grassed areas and KL bus service*

#### **c) SUFFOLK COUNTY COUNCIL**

Cllr Noble asked if he could have a copy of Emergency Plan. He reported that work at Wangford Road T junction had now been done and apologised for failure to progress work on chevrons on Sedge Fen road. Work on manhole cover in Woodlands has not been done. The Clerk confirmed that she had not been advised of major work to be carried out on Lakenheath level crossing and she confirmed that hedge work along the Eriswell Road had been carried out. Cllr Noble reiterated situation with buses – if concessionary FHDC must be involved in discussions. Cllr Noble commenting on Boundary Review said that (web)site is easily navigable and that there will be a very different role for Parishes. Cllrs Chambers and Gathercole both raised concerns about flooding (when it rains) in Eriswell Drive area. Cllr Rolph said that there is the same problem on the Undley Road.

*Resolved – Cllr Noble to chase up chevron work and flooding problems on Eriswell Drive*  
Cllr Noble was thanked and he left the meeting.

*The meeting was reopened.*

### **7. MATTERS ARISING FROM THE MINUTES NOT ELSEWHERE ON THE AGENDA**

The Clerk said that a recent Playground Inspection by Ron Archer had identified a need for more wood chippings in the Playground. She said that the cost would be in the region of £700 plus delivery. It was proposed, seconded and agreed by all to order woodchippings. The Clerk had typed up Cllr Gentle's comments (obo Parish Council) to Boundary Committee. This had been circulated to Councillors. It was proposed, seconded and agreed by all but one to send comments to Boundary Commission. Cllr Smith gave a brief update of the Health and Safety Seminar attended by himself and the Clerk in mid June – importance of signage e.g. there will be an assumed right to park on the village green – if not the case then there has to be a sign expressly forbidding this; similarly, in play areas – age limits should be shown. When staff undertake training, records should be kept.

*Resolved – Clerk to order woodchip and Clerk to send Parish Council comments to Boundary Commission.*

### **8. PLANNING MATTERS**

#### **a) TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE**

Cllr Rolph said that 4 applications had been received – 1 was an amendment to the proposed development at the rear of 65 – 73 Station Road,  
F/2008/0236/FUL (amended) – major development 23 houses – rear of 65-73 Station Road – amendment makes no difference to previous objection – not in keeping with character of area, high density, access point not acceptable.

F/2008/0334/FUL – erection 2 barn style dwellings – land rear of 64/66 High Street

F/2008/0382/FUL – single storey front extension & replacement front porch – 1 Maids X Way

F/2008/0433/FUL – single storey extension – 73 Warren Close

**b) TO CONSIDER ANY OUTSTANDING APPLICATIONS/CORRESPONDENCE**

1 application in circulation.

**9. LAKENHEATH CEMETERY**

**a) TO RECEIVE REPORT FROM CEMETERY COMMITTEE**

A Parish Walk had been undertaken by Councillors and this had included the Cemetery. A number of things need some attention and these will be taken on as part of a rolling programme to tidy up the village. Cllr Gathercole suggested that the PC may wish to consider the purchase of a heavy duty hedgecutter rather than having to call on contractors to carry out hedgecutting. It is thought such a machine would be in the region of £450 plus VAT. In view of the weather the footpaths are becoming difficult. It was proposed to hire an all terrain cutting machine which, although it may appear costly, in terms of how quickly and effectively it could do the job it would be cost effective. It was proposed, seconded and agreed by all to hire such a machine at a cost of c£120 plus VAT for the week. The Clerk said that some protective clothing – boots & trousers were needed by the village keeper. It was proposed, seconded and agreed by all to get the village keeper the protective clothing he needs. The Clerk had previously circulated suggested increased charges (10%) she had produced one column with 10% exactly and a second column where pence had been rounded up/down. It was proposed, seconded and agreed by all to go for the second column of fees. It was further proposed, seconded and agreed by all to raise fees annually by cost of living % increase.

*Resolved – Cllr Gathercole to arrange hire of machine for one week.*

*Clerk to liaise with village keeper re protective clothing and to put out revised Cemetery Fees*

**b) TO CONFIRM GRANT OF EXCLUSIVE RIGHTS**

Philip Berglund – Eriswell Road

**c) TO DISCUSS TREE PLANTING**

It was agreed to defer this item until precept being considered.

**10. VILLAGE EMERGENCY PLAN – UPDATE**

Cllr Ingham said this is a 24 hour response – people in village need to help e.g. nurses, tractor owners etc.. Ideally, there should be 4 emergency coordinators, not necessarily from PC and it will be updated annually. Cllr Ingham stressed that it is for Lakenheath as a whole and not for the PC. It was suggested that John Slater should have a courtesy copy with which Cllr Ingham agreed. It was proposed, seconded and agreed by all that Lakenheath Times should be the route taken to advertise the Emergency Plan.

*Resolved – Cllr Ingham to put article in Lakenheath Times*

### **11. WINGS ROAD CAR PARK – work to be done**

It was reported that the fencing work had been done by FHDC but there was dissatisfaction about the quality of the job.

*Resolved – Cllr Gathercole will contact FHDC*

### **12. WAR MEMORIAL**

The application for a grant to the War Memorial Trust had been unsuccessful – the Trust were unhappy about the method by which the stone was going to be cleaned. They suggest a gentle steam clean as they consider the stone to be in quite good condition. Although they were not originally the preferred quotes the Clerk did still have two quotes from companies willing to use this method and that she could resubmit an application. Cllr Gathercole said that men had given their lives in war and we should get the work done with or without a grant. It was proposed, seconded and agreed by all that, whether or not a second application was successful, Fairhaven should be asked to carry out the work as their method of cleaning fell in with the War Memorial Trust's recommendations. It was proposed, seconded and agreed by all to defer any decision on the railings.

*Resolved – Clerk to submit a second application to War Memorial Trust – whether or not successful to ask Fairhaven to carry out the work.*

### **13. POST BOX – WINGFIELD ROAD – maintenance/repainting thereof**

The Clerk reported that this is work in progress – she has had confirmation that the work is to be done very shortly

### **14. QUALITY PARISH STATUS –to be discussed in light of Boundary Commission Review**

It was felt by one Councillor that if we could do without all well and good but another Councillor said that there would be a bigger role for Parishes to play in future. Lakenheath had met most of the criteria it just remained for the Clerk to undertake training. It was suggested that the matter be deferred. It was proposed and seconded that QPS should not be pursued but deferred. The vote was 4 for and 4 against with 1 abstention. The Chairman cast the Chair vote in favour of the resolution.

### **15. VILLAGE HALL – request for donation towards cost of new railings**

The Clerk read out a letter from the Village Hall Committee stating that a recent risk assessment had identified the frontage of the Hall as "high risk" due to the steps. Consequently, the Hall Committee have asked for quotes on work to improve this area and to link in with the railings round the RBL (next door) thus enhancing the street scene in the area. The quote for the work is £1923.58. Cllr Gathercole, declaring an interest – being on VH Committee – reminded the Council that the VH is run by a Committee of volunteers all much older than him. He urged the Council to show support to the Hall and all the hard work they have achieved in refurbishing it recently. He reminded the Council that it would be the "centre" in an emergency. It was proposed, seconded and agreed by all to donate £500 to the Village Hall for this work.

### **16. CONFIRMATION OF AUCTION OF "OLD" VILLAGE SIGN**

Cllr Gathercole said it was proposed to auction the old village sign at the Fete on 2<sup>nd</sup> August 2008 and to donate the proceeds to a village "good cause". It was proposed, seconded and agreed by all to donate the money to the War Memorial work.

## **17. FINANCIAL MATTERS**

### **(a) PAYMENT OF ACCOUNTS**

A schedule of payments for the month was tabled. It was proposed to accept expenditure as listed, seconded and agreed by all.

### **(b) BANK RECONCILIATION**

Bank reconciliation for May and June was tabled. It was proposed, seconded and agreed by all to accept reconciliations

### **(c) INCOME & EXPENDITURE REPORT Y/E 31 MARCH 2008**

This had been previously circulated to Councillors. The Clerk explained that the accounting records were still with the Internal Auditor but that when he had reported back to the Clerk the Annual Return parts 1 & 2 would be completed by her and the Chairman as per accounts etc presented to the meeting. It was proposed, second and agreed by all to accept the Report as presented.

*Resolved – Clerk/Chairman to complete Parts 1 & 2 of Annual Return in due course*

## **18. S137 APPLICATION – WEST SUFFOLK BLIND ASSOCIATION**

The request for S137 monies had previously been circulated to Councillors. It was proposed and seconded to donate £100. The resolution received 3 votes in favour and 4 against.

## **19. CORRESPONDENCE**

The Clerk advised Councillors that a "Sustainable Communities" event was being put on by SALC in BSE in August if anyone was interested. She said that she had received acknowledgement of the PC's opposition to the proposed removal of the BT kiosk in the middle of High Street and she had been asked by a Councillor to read a letter from the BFP praising the good state of Lakenheath Cemetery. Cllr Ingham said that his meeting with Reverend Robert Leach re Lakenheath Times and advertising is "work in progress".

## **20. ITEMS FOR FUTURE MEETINGS**

There were none.

## **21. TO NOTE DATE OF NEXT MEETING MONDAY 4<sup>th</sup> AUGUST**

It was pointed out that this had been wrongly shown as 5<sup>th</sup> August.

There being no further business the meeting closed at 8.45pm