

MINUTES OF MEETING OF LAKENHEATH PARISH COUNCIL HELD AT THE METHODIST CHURCH CHAPEL  
ON MONDAY 7<sup>th</sup> NOVEMBER 2011

Present :- Messrs D Gathercole (Chairman)  
I Smith (Vice Chairman)  
I Frost  
J Gentle  
R Rolph

Mrs A Chambers  
Mrs R Palmer  
Mrs C Lucas  
E Morley  
D Chandler

1 member of the public; 1 member of the press; Sqdn Ldr Jerry Neild; County Cllr Colin Noble & District Cllr, Leader of FHDC, James Waters were present.

**6.REPORT FROM :-**

**a)RAF COMMANDER LAKENHEATH**

Sqdn Ldr Neild said that he had nothing specific to say – understands that work on the base, affecting A1065, is going to timetable and should, therefore, not overrun. There were no questions from the Parish Council.

*Sqdn Ldr Neild was thanked for his attendance and he left the meeting.*

**1.APOLOGIES FOR ABSENCE**

Cllr Banks – currently working in Nottinghamshire & PCSO Chittock

**2.DECLARATIONS OF INTEREST**

Cllr Gathercole – FHDC & Lakenheath Playing Fields

Cllr Lucas – Lakenheath Playing Fields Committee & Suttons Services

Cllr Palmer – item 9

Cllr Frost – Village Hall

**3. POLICE MATTERS**

There were 13 reported crimes in the village for the month of October – 4 relevant to meeting :- criminal damage (scratched side) to a motor vehicle, Sandgalls Drive, vehicle half parked on pavement; theft of motor vehicle, Undley Road keys had been left in vehicle which was recovered later that day; criminal damage to a ground floor window, damage possibly caused by BB gun; theft of red diesel from St Mary's Church.

Regarding speeding checks, the police have continued to carry out speed checks in the village at varying times, resulting in:-67 x warning letters sent out and 3 x fixed penalty notices.

**4.CONFIRMATION OF MINUTES OF MEETING HELD ON 3<sup>rd</sup> OCTOBER 2011**

Acceptance of the minutes was proposed, seconded and agreed by all.

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

Cllr Lucas said that a neighbour of hers wished to see a grit heap placed in Pashford Close. The neighbour is prepared to undertake the gritting work. The Clerk read from a letter sent by SCC to PC – grit heaps can be requested for identified "trouble" spots. Agenda item for next month.

*Action Point – "Request for Grit Heap, Pashford Close" to be agenda item for next month.*

**6.REPORTS FROM :-**

**b)FOREST HEATH DISTRICT COUNCIL**

Cllr Gathercole informed the PC that a TPO tree (Scots Pine situated on land at 47 Mill Road) has been felled. When FHDC Enforcement Officer wet to the site, the owner of the land was there. He said that the tree had a fracture 2/3 of the way up, although this was not apparent to the Enforcement Officer –

photos have been taken and a decision as to further action will be taken shortly. There are 2 other TPO trees on this site (Corsican Pines).

TESCOs have confirmed that they will start work on the new store for the village in early part of the new year. Cllr Chambers asked where traffic island is to be located – between bank & doctor's – Cllr Gathercole said that the plans have been passed.

FHDC have confirmed that the public toilets in Wings Road car park will close on 18<sup>th</sup> November 2011. They will be secured by FHDC who will also put up signage to LPFA toilets.

FHDC Principal Environmental Health Officer, Tom Wright, has suggested that anyone concerned about Lakenheath Football Club's proposal to hold a "music event" in 2012 should access

[www.culture.gov/images/publicans/Guidancefor interested parties pdf](http://www.culture.gov/images/publicans/Guidanceforinterestedparties.pdf) Cllr Gathercole said that the PC will not get involved in this issue unless there is shown to be considerable objection.

Cllr Smith said that although most of the potholes in wings Road car park have been dealt with, one still remains by the clothing bank and he asked that the area around the recycling bins be given a clean up. He went on to say that he was disappointed with the layout of (the posts) the refurbished village green and he felt that there should be an extra 2 posts (to prevent driving on the green itself). Cllr Gathercole will speak to FHDC re this.

*Action Points – Cllr Waters will take up with FHDC the two(car park) issues raised by Cllr Smith*

*Cllr Gathercole will speak to Boyd Nicholas at FHDC re posts*

*Await decision from FHDC Enforcement Officer re felling of TPO tree*

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

Cllr Noble said that the first phase of SCC budget consultation has now closed - details can be accessed on SCC website.

Following Matthews Project "caravan" on playing fields for most of the summer (Friday nights), he is keen to support a 6 week programme next year – cost will be £2,500.00 – will PC meet half of those costs? Cllr Gentle wanted to know what would happen for the other 46 weeks of the year? Cllr Noble said that there is no money to fund the project for a longer period of time and that something is better than nothing. Cllr Noble said that there has been a request to have a shelter on the playing fields - feedback from Matthew Project.

Referring to :-

i)"grit heaps" he said that generally SCC are prepared to put grit heaps where requested (as long as other criteria met).

ii)traffic island (TESCO) – Cllr Noble said that he had spoken obo PC, having been aware of their concerns, but highways are "criminally responsible" and as such they have the final say!

iii)Co-op – when Cllr Noble heard that the Co-op had intended to close for a short period of time (refurbishment) he looked into bus services (201) and as a result there is an improved daytime service in the village BUT the message is very clear "use it or lose it".

Cllr Gathercole (having earlier received an enquiry from Cllr Noble re request to have memorial seat placed in the Cemetery) said he had been advised that the Cemetery Committee had some time ago identified only two possible remaining sites for memorial seats – one has already been taken up. He suggested that Cllr Noble may wish to speak to Cllr Palmer, Chair of the Cemetery Committee.

Cllr Gathercole asked if PC would be expected to pay 50% towards the cost of the shelter – Cllr Noble said he would not have funds to cover cost of shelter.

*Action Point – PC to make decision on whether or not to fund half cost of 6 week Matthew Project programme next year and shelter.*

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

The Clerk gave each Councillor a copy of the revised (General) Standing Orders.

Cllr Smith said that a trip to Viridor is planned for 12<sup>th</sup> January 2012 – 4 Lakenheath Parish Councillors will attend along with 1 from Eriswell.

He also went on to say that with regard to scattering of ashes (Mrs Bunning), she has been to see him and it seems that she may go to Parish Office with a view to arranging an interment.

Several Councillors have expressed an interest in taking part in FHDC Chairman's Charity Quiz on 25<sup>th</sup> November 2011 at LPFA Pavilion – Clerk to forward details to FHDC.

Cllr Gathercole read an e-mail from FHDC on the issue of Cllr Gentle's blue bin not being emptied last month due to the presence of kitchen paper! It is proposed that FHDC arrange for an article to go in Lak Times detailing what should go into the blue bin.

Cllr Morley observed, with dismay, at the amount of money that must be spent persecuting and prosecuting those who try to lead lawful lives.

Cllr Frost said that SCC had had another meeting re libraries (in Suffolk) and it seems as if they may approve a proposal to set up an organisation to help with the running of the libraries but at a much reduced cost – decision set to be made 8<sup>th</sup> November 2011.

## **8. PLANNING MATTERS**

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

Cllr Rolph said that 7 applications had been received of which 1 is still in circulation.

There was no objection to :-

**F/2011/0579/EOT**-ext time limit F/2008/0769/FUL erection single storey side/front ext-14 North Rd

**F/2011/0571/FUL**-install new mech. plant with protection barrier & new condenser in yard – Co-op 46-50 High St

**F/2011/0600/EOT**-ext. time limit F/2008/0627/FUL erection 2storey side ext. – 65 Eriswell Rd

**F/2011/0626/FUL**-erection det chalet bungalow with integral dble garage – land off Lilac Dr rear 15 Back St

There was an objection to :-

**F/2011/0545/FUL(resub F/2011/0249/FUL)**-erection 2 storey det dwelling+car port+car port for adj dwelling (following dem existing garage) – land 13 School Close

**F/2011/0624/HOU**-erection single storey rear ext to dwelling & garage with part pitched part flat roof- 22 Broom Rd

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

There is one application in circulation.

Cllr Rolph asked if anyone knew what is happening at Middle Covert – tree/undergrowth clearance work. Cllr Gathercole said that matter had been referred to FHDC Enforcement Officer – nothing illegal is being done – entitled to do work. Only restriction would be that work should not be carried out at nesting time. Cllr Rolph said that to clear/cut back the growth will, in any event, disturb wildlife as they seek refuge in such places. Cllr Gentle said that similar work had been carried out some years ago and had to be replanted.

## **9. LAKENHEATH CEMETERY**

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

Cllr Palmer said that the Cemetery was nice and tidy – autumn leaves being gathered up. She said that she had been to look at the new kitchen – very nice – but she has concern that cooker is too near worktop (cooker is at lower height, therefore, heat could affect worktop). Cllr Gathercole said that this issue is going to be dealt with by Bussens & Parkin Ltd (suppliers of new kitchen) – will raise cooker onto a "platform".

Cllr Palmer repeated her offer to clear Cemetery of rubbish (at no cost to the Council) so that a fresh start can be made. A proposal was made to accept the offer, this was seconded and agreed by all (Cllr Palmer did not vote on this matter).

*Resolved – Cllr Palmer will arrange clearance of rubbish in Cemetery sometime in December  
Action Point – Bussens & Parkin Ltd to raise, on a platform, cooker in Cemetery Cottage*

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

There were none.

**10.CHILDREN'S PLAY AREA**

**(a)UPDATE/WORK TO BE DONE**

Resiting of cycle block has been carried out and area made good.

**(b)PRESENTATION OF ANNUAL ROSPA REPORT**

Two ROSPA annual reports are available for inspection – nothing requires immediate attention – worst item is wet pour surface in MUGA (LPFA)\*. The other item which received a higher risk score (matting on cable runway uneven – still a low risk) has been attended to. Mr Archer, the part time keeper who carries out weekly inspections of the play area, has looked at report.

\*This was to be sorted out by FHDC but Cllr Gathercole, as Chairman of the LPFA, has had an e-mail from FHDC to say that they are unable to carry out remedial work and they suggest the equipment on this site be closed to the public. They have given details of companies FHDC have used in the past for such repairs. Cllr Gathercole has asked that village keepers should secure the area with orange fencing.

*Action Point – village keepers to fence off equipment over damaged wetpour surface.*

**11.WANGFORD ROAD TRO**

Cllr Smith asked that this item be tabled – not all information available.

**12.FOREST HEATH DISTRICT COUNCIL STRATEGIC PLAN 2012 – DISCUSSION**

The Chairman introduced Cllr James Waters, Leader of FHDC, to the Parish Council and he invited him to make a presentation on FHDC Strategic Plan 2012 – 2016 after which Parish Councillors could put their comments/questions.

Cllr Waters said that there are 4 key areas :-

- 1.Economic Development – there has been none for the last ten years but jobs are needed urgently. He understands that Lakenheath would be willing to embrace such development.
- 2.Housing – FHDC has no housing stock of its own but there is a need for affordable homes – he is keen to see 550 empty homes being put to use.
- 3.Community Development – he wishes to see Parishes taking more of the initiative, such a move will be member, not officer, led.
- 4.Value for Money – money has been wasted. Shared services will give value for money. Consultants will not be used in future – officers should be capable of producing information etc which may be required. If not, why not!

In closing, Cllr Waters said that it is “up to all of us to make it work. FHDC will listen, if they do not I want to know why”.

Cllr Gentle said that it was a pity we went for small last time – FHDC would not have been around had it not been for Newmarket.

Cllr Chambers said it as refreshing to hear his ideas.

Cllr Smith asked if there would be advantageous start up costs to encourage small businesses – there is no income from empty premises. Cllr Waters said he agreed and that a key interest is Economic Development. With A11 being dualled now is the time to advertise nationally. Cllr Waters asked if it is correct to assume that Lakenheath is interested in the development of small business units. It was observed that in the past two areas had been identified – railway station and Matthews – neither of which is now available.

Cllr Chandler said that affordable housing must be made available and that it must be affordable on a minimum wage.

Cllr Morley, having listened to what was being said, felt that there is the prospect of Lakenheath being turned into a modern day slum – a lot of development with which the village cannot cope.

Cllr Gathercole asked if the PC wished to convey any decision/thoughts to FHDC. It was proposed, seconded and agreed by all, with one abstention, that, in principle, Lakenheath Parish Council supported Cllr Waters' position on FHDC Strategic Plan 2012.

*Resolved – PC support Cllr Waters' position on FHDC Strategic Plan 2012*

### **13.QUEEN'S JUBILEE CELEBRATIONS – PURCHASE OF JUBILEE BEACON**

Cllr Smith advised the PC that St Mary's Church are not in favour of having a beacon in the Church Tower for a number of reasons. They had suggested having something on Maids Cross Hill. Little enthusiasm from PC. One more popular idea put forward from PC is erection of a flag pole by LPFA Pavilion. However, it was decided that a decision can be made following the next "Queen's Jubilee" meeting due to be held on Monday 14<sup>th</sup> November 2011 in Methodist Chapel Hall.

### **14.FINANCIAL MATTERS**

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

A schedule of payments for October/November 2011 was presented to the Councillors. It was proposed, seconded and agreed by all to accept payment of accounts.

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

A bank reconciliation for the month of September 2011 was presented to the Councillors. It was proposed, seconded and agreed by all to accept the reconciliation

### **15.S137 APPLICATIONS – TO INCLUDE 1<sup>st</sup> LAKENHEATH SCOUTS**

The Clerk read out a letter from Sandra Eagle, Scout Leader of 1<sup>st</sup> Lakenheath Scouts, in which she said the group is very active and they have recently acquired an old, but reliable, minibus with which Scouts can be transported to various events. However, MOT/insurance/tax costs are approx £950.00. After a brief discussion and confirmation from the Clerk that £520.00 is left in this year's budget for S137 grants, it was proposed that £300.00 be granted to the Scout group. This was seconded and 6 voted in favour, 1 against and 1 abstained (Cllr Lucas did not vote – involved with Lakenheath Beavers)

The Clerk read out a letter from Vitalise (provide respite breaks for disabled people so that carers can have a guilt free rest), who state that in order to provide their services, for which they get no government funding, they need in excess of £14,000.00. After a brief discussion, it was proposed, seconded and agreed by all to grant Vitalise £100.00.

*Resolved – to make 2 x S137 grants - £300.00 to 1<sup>st</sup> Lakenheath Scouts and £100.00 to Vitalise.*

### **16.PRECEPT 2012/13 – DISCUSSION AND TO INCLUDE PRESENTATION OF OUTTURN REPORT (to 30 SEPT 2011)**

The Clerk had previously distributed a note (appended) to all Councillors. She had in the last week received a copy of part of St Mary's Quinquennial Report and it would appear that work will shortly need to be done on wall and some of the tombs in the Churchyard – although FHDC have taken over responsibility for such works, **the Parish Council must meet the cost**. The Clerk thinks that it would be prudent to factor in some budget for such work. Although no decisions will be taken this evening the Clerk urged the Councillors to give a good deal of thought to what they *must* do and what they would *like* to do.

### **16.CORRESPONDENCE**

The Clerk had received:-

A letter of thanks from Matthew Project (for allowing and supporting siting of the caravan on play area on Friday evenings during the summer months. A report is being compiled and will be sent to PC when done.

Letters from two banks offering high rates of interest (HID) for longer term reserves – Clerk suggested that it is something PC may wish to seriously consider for such amounts as, say, lighting reserves.

SCC – proposing the setting up of a Industrial & Provident Society to run all of SCC libraries – decision to be made 8 November 2011 – refer to SCC website.

SALC - Annual Report/SALC Motions + update on last years/ LAIS papers on Broadband/Pensions/Neighbourhood Planning which is a consultation and which, the Clerk advised, is important for the future.

SCC Budget Consultation – running until 12<sup>th</sup> December 2011

Post Office Mutualisation Consultation – running until 12<sup>th</sup> December 2011

Suffolk Acre Update

Suffolk Foundation – grants of up to £1500.00 available, deadline 10<sup>th</sup> January 2012

Clerks & Councils Direct (article on “Role of Councillors”) – Clerk also has a good guide specifically on that.

NALC “What is Big Society”

Came & Co “Parish Matters”

Clerk Magazine articles on tree safety/disciplinary procedures/data transparency code

Landscape & Amenity – Clerk will ask that no further copies of this should be sent to office unless PC decide otherwise.

All available in Parish Office

### **17. ITEMS FOR FUTURE MEETINGS**

As above :-

Grit Heap for Pashford Close

Funding for Matthew Project Voicebox Caravan/shelter in 2012

Queens Jubilee Celebrations

Precept 2012/13

### **18. TO NOTE FUTURE DATES**

FHDC Meeting dates for November

8<sup>th</sup> November at Martlesham Heath – business crime forum to spotlight London 2012 games

15<sup>th</sup> November at FHDC Suffolk Community Safety “Domestic & Sexual Abuse & “Honour” Based Violence Foundation Course

25<sup>th</sup> November at LPFA Pavilion FHDC Chairman’s Charity Quiz

24<sup>th</sup> /29<sup>th</sup> November 1<sup>st</sup> December – various venues -FHDC Business Breakfast

29<sup>th</sup> November at Freckenham SALC FH area meeting

30<sup>th</sup> November at Hintlesham Hall Macmillan Centenary Business Challenge Celebratory Networking Event

### **19.LAKENHEATH HALL – UPDATE**

Cllr Gathercole had distributed a letter dated 26<sup>th</sup> October from Peter Heard, Legal Services Manager FHDC, to Richard Buxton (PC solicitors in matter of Lakenheath Hall) regarding enforcement action on the Hall boundary wall. The matter of the wall is tied up with S106 agreement (yet to be signed). FHDC do not wish to commence enforcement action at this stage since a S106 agreement can still be signed up. However, FHDC have indicated that they will not wait longer than the end of the year for the S106 agreement to be signed. Failure to do this will result in the planning application being referred back to the Planning Committee at FHDC with the recommendation of refusal. Cllr Gathercole said that, in his opinion, there is little chance of a S106 agreement being signed. Cllr Gentle said that he had noticed that all windows at the Hall have been wide open; the lights have been on and there appears to have been a male in a protective suit in the Hall – perhaps some kind of infestation?

*The Chairman observed that the time was 8.59pm and he asked for and obtained the permission of the Parish Council to suspend SO1 (c) to allow the meeting to carry on after 9.00pm*

After short further discussion it was proposed and seconded that Richard Buxton should be instructed, by the Chairman, Cllr Gathercole, to write to FHDC insisting that Enforcement Action, as appropriate, be taken. This was agreed by all, with one abstention.

*Resolved – Cllr Gathercole to instruct Richard Buxton to write to FHDC demanding appropriate enforcement action be taken.*

**21. SUCH OTHER BUSINESS WHICH, IN THE OPINION OF THE CHAIRMAN, SHOULD BE CONSIDERED AS A MATTER OF URGENCY**

There was nothing

**22. TO NOTE DATE OF NEXT MEETING – Monday 5<sup>th</sup> December 2011**

There being no further business the meeting closed at 9.05pm.