

MELLIS PARISH COUNCIL

Clerk: Ms Jane Challis
75 Shelfanger Road
Diss, IP22 4EH
Tel: 07796 410694
Email: mellisparishcouncil@gmail.com

FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 26th August 2021 @ 6:30PM MELLIS MEMORIAL HALL

Present: Cllr L Read, Cllr S Barr, Cllr A Cross
DC Cllr R Warboys

Apologies: Cllr G Paterson

1 Chair's welcome and to consider and approve apologies for absence

Cllr Read welcomed everyone to the meeting and approved apologies received from Cllr Paterson.

2 To receive Declarations of Interest on agenda items

None received.

3 To consider requests for Dispensations on agenda items

None requested.

4 To resolve the draft minutes of the Parish Council meeting held on Thursday 29th July 2021 are a true and correct record.

The minutes for 29th July 2021 were approved with one abstention (Councillor not present at meeting).

5 Report from County Councillor

CC Cllr Fleming was not in attendance but sent her report to councillors prior to the meeting, a copy of which can be found as an addendum at the end of the minutes.

6 Report from District Councillor

DC Cllr Warboys read through his report, a copy of which can be found as an addendum at the end of the minutes.

DC Cllr Warboys highlighted the locality budget for 2021/22, which is available to projects that provide a clear benefit to the community. Cllr Read asked whether improvement/development to Newsteads Land would be eligible. DC Cllr Warboys confirmed it would and suggested MSDC's tree, hedging and wildflower initiative was worth considering for this too.

7 Public Participation Session (10 minutes set aside)

No members of the public present.

8 Chair's Report

Newsteads Land Access- BT have sold off a freehold list on this land which has been bought by Telereal Trillium a land management company. BT have advised that due to this they are unable

to allow a permanent right of way to access Newsteads Land, but can instead provide a Simple Access Licence which would allow free access on agreed dates arranged in advance. Councillors discussed the land and access issues agreeing it needs further consideration on how to progress, with the land currently being a wasted asset.

ACTION – Newsteads Land to be a future agenda item.

9 Clerk/RFO's Report

- There have been scam emails initially appearing to be from the Clerk's and Councillor's email accounts, which upon inspection are actually from a random email address. CAS have advised that they are aware of the scam and any such emails need to be ignored and the sender blocked.
- Audit – ongoing; the internal auditor has requested additional information.
- MSDC have advised that they are finding lots of bins within mid Suffolk that are obscured when they try to empty them, and have requested parishes to please check and clear any vegetation.
- Parish Council Facebook page – the Clerk queried whether Councillors thought this was something worth looking into. Cllr Barr advised that there is already a Mellis Facebook page and Councillors agreed they felt the website was the best social media platform.

10 Welcome Back funding.

BMSDC have been allocated a share of ERDF funding to support the return to the high street safely. The majority of the funding has been allocated to larger towns, but in recognition of the increase in littering resulting from more people walking and staying close to home during the pandemic, smaller parishes are being offered a free set of litter pickers in addition to one of the following options:

- Two new litter bins
- Two new dog waste bins
- One new litter bin and one new dog bin
- One new planter 75cm x 75cm

After discussing councillors agreed that they would like further information and pictures before making a decision.

Action – Clerk to request further information

11 Planning

- **DC/21/04626 – The Old Coach House, Yaxley Road, Mellis, IP23 8DP**

After discussing councillors agreed that they had no objection to this planning application.

- **DC/21/04501 – Paddock House, The Common, Mellis, IP23 8EE**

After discussing councillors agreed that they had no objection to this application.

ACTION – Clerk to add no objection comment to planning portal for each application

12 Wellhead Reconstruction

Cllr Read advised that the landowner has withdrawn their consent for the wellhead reconstruction. Councillors expressed their disappointment and discussed possible alternative options before agreeing to keep the wellhead reconstruction as an agenda item.

13 MSDC Tree, Hedge, and Wildflower Planting Initiative

Ongoing.

14 Signage repairs/replacements

Cllr Read to deal with the Carnser and Earlsford road signs. Councillors also discussed finger posts within the village and agreed they should be looked at as well.

ACTION – Cllr Read to report Carnser and Earlsford road signs to Suffolk Highways

15 Speeding within the village

Complaints from residents have been received regarding speeding within the village. Councillors discussed options to address this including the installation of a speed indicator device (SID), which could potentially be moved between locations, and agreed they would like to investigate this further.

ACTION – Clerk to investigate and forward SID information to councillors

16 Phone box repair

Deferred to next meeting.

17 Grants & Donations Request

- **The Messenger** – after discussing Councillors agreed to donate the sum of £500.00 to the Messenger.

ACTION – Clerk to advise the Editor of the Messenger and request bank details

18 Insurance Renewal

The Parish Council insurance policy is due for renewal on 29th September 2021, full details of which were forwarded to Councillors by the Clerk prior to the meeting. Councillors noted that the policy premium is the same as last year due to a three-year long-term agreement expiring 29th September 2023.

Agreed unanimously.

ACTION – Clerk to confirm renewal with the provider

19 Finance

i) Confirmation of Barclays bank account balance

The Barclays bank account balance of 24th June 2021 TBA.

ii) Review and authorisation of payments presented:

HMRC PAYE - **£56**

Admin payment (Clerk) - **£224.06**

Mileage expenses Clerk - **£5.18**

Bus shelter cleaning - **£72.00**

ICO annual fee - **£40.00**

Business Services at CAS Ltd (insurance) - **£234.08**

Mellis Primary School - **£1,000.00** (agreed at 29th July 2021 meeting)

Agreed unanimously

It was noted that cheque number 100154 for £36.00 to JC Cleaning Services (bus shelter) has not been received, so the above payment includes this amount, and the cheque will be cancelled.

iii) Internal audit of accounts

Deferred to next meeting.

ACTION – Cllr Read and Cllr Barr to pay agreed payments via online banking (dual authorisation), apart from the ICO payment which needs to be paid by cheque, and arrange for cheque no. 100154 to be cancelled.

20 Matters for future consideration

None

21 The date of the next Meeting will be Thursday 30th September 2021 at 6:30pm Mellis Memorial Hall.

Meeting closed at 8:32pm

County Councillor Report



August 2021

Mellis Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

Suffolk and COP26 - Events are planned across Suffolk in the lead up to COP26 as part of the Greenest County campaign and aspiration to achieve net zero by 2030. For instance:

- 12 October – Ten Steps to Net Zero (Suffolk Chamber of Commerce)
- 21-22 October – Local Energy Showcase (Babergh and Mid Suffolk District Council)
- 12 November – Greenest County Awards (Suffolk County Council)
- 23-25 November – Low Carbon Homes

All events are subject to change, visit www.greensuffolk.org for the latest details and information

Locality Budgets – The County Council locality scheme is now open again for applications. Please get in touch if any local projects need financial support.

Women's Bike Tour Reminder - The 6th and final stage of the tour runs from Haverhill to Felixstowe via Stowmarket on 9th October, it will be the first time since 2014 that Suffolk has hosted the final stage. The full route can be found here: [The Women's Tour | Stage Six \(womenstour.co.uk\)](http://www.womenstour.co.uk)

Covid-19 Update – SCC bulletins are available on [via the Suffolk County Council website](http://www.suffolk.gov.uk). For updates on the vaccine rollout refer to [SNEE NHS COVID-19 Vaccination Service website](https://www.nhs.uk)

DISTRICT COUNCILLOR'S REPORT AUGUST 2021

Meetings	<p>On Wed. 18th Aug Cllr Matthew Hicks (Cons) chaired Development Committee A where the Hybrid Application for the phased employment-led redevelopment of Land at Mill Lane, Stowmarket (Gateway 14) was decided. Gateway 14 is the largest logistics and business park development site in East Anglia on 160 acres of farmland, designated for future employment use. Gateway 14 Ltd is owned by Mid Suffolk District Council (Mid Suffolk) who are investing at least £37M of borrowed money in the project. They are both the Applicant and granter of appropriate planning permission (although they have the power to defer this to another body should they elect to).</p> <p>This development has much community support but concerns had been raised because of the divergence from the initial consultation and the ambition for the development to be exemplar in terms of energy and environment use and the stimulus to local industry.</p> <p>Some concessions were made on landscaping and future maintenance before the proposal was passed.</p>
Meetings	<p>The full council meeting scheduled for July 22nd was cancelled as the council chamber at Endeavour house is too small to comply with Covid related business regulations. Other council meetings continue as planned, with briefings and workshops being hosted on-line whenever possible.</p>
Compost Giveaway	<p>I just wanted to update you on the compost giveaway events ahead of planned comms in coming weeks on our website and social media.</p> <p>The dates and locations for the events are confirmed as:</p> <p>Saturday 11th September - Old staff car park, Bridge Street, Hadleigh</p> <p>Sunday 19th September - Needham Lake, Coddendam Road, Needham Market</p> <p>The events will in essence be 'drive through' events so that we can operate in as safe a way as possible for staff and the public. Each site will operate a managed one way system, and each vehicle will be allowed a maximum of two bags of compost.</p> <p>If a visitor has to leave their vehicle, for example to open the boot, this will be done in line with social distancing, and then the compost will be placed in the boot, along with information on home composting, garden waste collections and material change who produce the compost.</p>
Locality Awards	<p>New grants available now for 2021/22.</p> <p>Open to groups with projects that provide a clear and tangible benefit to the community. Full information available using the link, or contact me to discuss your project.</p> <p>https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-2021-22/</p>
B&MSDC LCWIP (Local cycling and Infrastructure Plan)	<p>To the online consultation: <i>over 1,800 comments made.</i></p> <p><i>Next Stages: Initial analysis of all responses received will determine what kind of interventions are needed, and categorise them into one of the following three actions:</i></p> <ol style="list-style-type: none"> 1. <i>An issue (an immediate problem or defect) that needs reporting to SCC Highways for repair or attention</i> 2. <i>An issue (an immediate problem or defect) that needs reporting to SCC Rights of Way for repair or attention</i> 3. <i>Something more significant is required in terms of infrastructure improvement – potentially a suitable location for a scheme</i> <p>Aims: The key outputs of our LCWIP will be:</p> <ul style="list-style-type: none"> • a network plan for walking and cycling which identifies preferred routes and core zones for further development • a prioritised programme of infrastructure improvements for future investment • a report which sets out the underlying analysis carried out and provides a narrative which supports the identified improvements and network. <p>This is supported by and links to Suffolk CC's LCWIP which can be found here:</p> <p>https://www.suffolk.gov.uk/assets/coronavirus/Advice-on-travel/Local-Cycling-and-Walking-Infrastructure-Plan-for-Suffolk.pdf</p>

<p>All party work-shops: These are the proposals put forward by the Green and Liberal Democrat Group – no responses have been received.</p>	<ol style="list-style-type: none"> 1. £1m should be directed to exemplar zero-carbon housing projects, in particular selecting those that can be delivered within a 2-year timeframe using innovative techniques. We also propose that a set of Suffolk specific designs and specifications be drawn up and used for these developments, and then made open-source for small-scale developers and self-builders to use. The intention is that more housing will be delivered at social rents. 2. Up to £1m should be used to improve the delivery of our planning services, to strengthen and train the staff team, and make the department the best in the region. In particular the role of planning enforcement should be enhanced, so that conditions imposed on developers are followed up and implemented in full, thus moving enforcement into a positive, proactive role alongside its current reactive function. 3. £1m to be allocated across the District to each Councillor as a locality “super-budget” (£29,400 per Councillor) to be directed as capital funding for innovative and creative projects, drawing on the many ideas proposed in the workshops. This would allow Councillors to fund a diverse range of projects, combining funds where appropriate. Members would provide the direction and decisions on funding, but implementation would be managed by officers or approved partner organisations. 4. £1m to be retained for future response to the Covid pandemic as needs arise over the next couple of years.
<p>Temporary Campsites</p>	<p>Last year the Government introduced a temporary permitted development right which allows for the temporary use of land (<i>by the owner</i>) as a commercial campsite for up to 56 days, without the need to apply for planning permission. This allows businesses across the tourism and hospitality sectors to establish temporary ‘pop up’ campsites on their land to meet additional demand. The Government would like to see more of these businesses taking advantage of this opportunity over the summer, so is encouraging local planning authorities to take a flexible and proportionate approach to the enforcement of planning controls, including restrictions through planning conditions on existing campsites.</p> <p>This guidance from the Government applies from now through to the end of October this year.</p>
<p>Waste Collection services</p>	<p>These continue to be disrupted. There are various issues chief amongst them is a shortage of HGV drivers, there have also been technical issues with the vehicles and a much higher demand than usual for garden waste collections. Weekend collections are being made to catch up and the advice continues to be to leave the bins out and eventually they will be collected.</p> <p>Update 16/08/2021:</p> <ol style="list-style-type: none"> 1. There are a further 1700 brown bins in M.S.D.C AREA + 1300 brown bins in Babergh Area this year so far. 2. Currently there are 2.5 freighters allocated to collection of the brown bins in both Council areas (not 2 as we thought!) 3. From May – July we collected an extra 400 tons of green waste (equivalent to an extra 40 freighters full). 4. The brown bin collections should be back to a 5 day week from this week and not have to rely on Saturday deployments. 5. We do have the exact number of drivers currently, (although any absences can occur at any time for numerous reasons of course!) 6. It is very difficult to recruit drivers in the current climate as there is a chronic shortage 7. The exact number of freighters allocated to the brown bin collections will be re-assessed at the Annual review, it is likely that this may have to increase 8. Other waste streams ie: residual & recyclables will take priority if crew availability becomes an issue. Therefore brown bins will be suspended if circumstances dictate this is necessary. Users will be compensated for any temporary suspension as previously earlier in the year.
<p>Mental Health and Well-being</p>	<p>At the moment councillors are engaged in a series of workshops the explore their own and their communities mental health and wellbeing needs. In particular neurodiversity and managing stress.</p>
<p>Anti-social behaviour</p>	<p>This can take many forms, environmental, physical and mental abuse and the council has dedicated officers to investigate and support victims. It can be reported via the council’s website or please contact me.</p>

MSDC Councillor Rowland Warboys

rowland.warboys@midsuffolk.gov.uk Tel. 01379 783412 Mobile: 07484 186121