

MELLIS PARISH COUNCIL

Clerk: Ms Jane Challis
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MINUTES OF THE ANNUAL MEETING of MELLIS PARISH COUNCIL HELD ON THURSDAY 19th May 2022 @ 6:30PM MELLIS MEMORIAL HALL

Present: Cllr L Read, Cllr S Barr, Cllr A Cross, Cllr G Paterson
Clerk – J Challis, DC Cllr Warboys, five members of the public.

Apologies: None received

1 To elect the Chair of Mellis Parish Council 2022/23

The Clerk asked if there were any nominations. Cllr Cross nominated Cllr Read; seconded by Cllr Barr and approved unanimously with one abstention (Cllr Read). Cllr Read signed the Declaration of Acceptance of Office which was witnessed and signed by the Clerk.

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

Cllr Read welcomed everyone to the meeting, including the members of the public.

3 To receive Declarations of Interest on agenda items

None received.

4 To consider requests for Dispensations on agenda items

None requested.

5 To resolve the draft minutes of the Parish Council meeting held on Thursday 21st April 2022 are a true and correct record.

The minutes for 21st April 2022 were approved unanimously.

6 Report from County Councillor

CC Cllr Fleming sent her report prior to the meeting, a copy of which can be found as an addendum at the end of the minutes.

7 Report from District Councillor

DC Cllr Warboys sent his report prior to the meeting, a copy of which can be found as an addendum at the end of the minutes.

8 Public Participation Session (10 minutes set aside)

The members of the public present did not wish to speak.

9 Chair's Report

Cllr Read's report was presented at the Annual Parish Meeting which immediately followed the Annual Parish Council meeting, and can be found as an addendum at the end of the minutes.

10 Clerk/RFO's Report

- Receipts and payments 01/04/21-24/03/22 were sent to councillors prior to the meeting.
- The MSDC Area Rights of Way Manager is yet to send the footpath map, however the QR codes have arrived and will be affixed to the footpath posts by Cllr Cross.
- The two new dog waste bins have been installed by MSDC, one by the level crossing and the other at the end of Drury Lane. The litter pickers have also arrived. This was all FOC as part of MSDC's Welcome Back Funding scheme.
- MSDC Infrastructure Team have confirmed that CIL funds can be used to pay for the beacon, and a Queen's Platinum Jubilee commemorative bench (should councillors decide to proceed with one).
- An email has been received from a member of the Memorial Hall Committee raising concerns that there is evidence of drug use in the Memorial Hall car park. We are awaiting the report from the contractor who conducted a site visit to look at potential security measures/flood light.

ACTION

- **Clerk to contact MSDC AROW manager again.**
- **Cllr Cross to organise installation of footpath QR codes.**
- **Clerk to forward report from contractor regarding the Memorial Hall car park once received.**

11 Planning

- DC/22/02176 – Pyghtle, Earlsford Road, Mellis, IP23 8DY
APPLICATION FOR PLANNING CONSENT: Householder Application - Erection of brick and pantile double garage (following demolition of existing tin and wood workshops/sheds). Erection of front open porch (following demolition of wooden conservatory), and removal of two chimneys one to be replaced with a chrome flu.

After discussing councillors agreed their support for this application.

- DC/22/02349 – Honeysuckle Cottage, 85-86 The Common, Mellis, IP23 8DS
APPLICATION FOR PLANNING PERMISSION: Householder Application - Erection of single storey rear extension (following removal of existing external doorset)

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

- DC/22/02350 – Honeysuckle Cottage, 85-86 The Common, Mellis, IP23 8DS
APPLICATION FOR LISTED BUILDING CONSENT: Erection of single storey rear extension (following removal of existing external doorset).

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

ACTION – Clerk to add comments to planning portal as above

12 Tree Warden's Report

Cllr Read said that an email has been received from Suffolk Wildlife Trust with concerns regarding the saplings which have been planted around the village sign area as part of BMSDC's hedge, tree and wildflower planting initiative. The Tree Warden will speak to SWT and report further at the next meeting.

ACTION – Cllr Paterson to speak to SWT

6:46pm DC Cllr Warboys and one member of the public arrived

13 MSDC Community Governance Review (Boundaries)

Mid Suffolk District Council are carrying out a Community Governance Review of Parishes, Town Councils and Unparished areas. The deadline for submissions to the first stage of the review is Friday 27 May 2022.

After discussing, councillors agreed that they are happy with the current parish arrangements and do not wish to submit a comment to the first stage of the review.

14 East Anglia GREEN Energy Enablement

National Grid is consulting on proposals to reinforce the high voltage electricity transmission network from Norwich substation to Tilbury substation in Essex with 50m high pylons. The current non-statutory public consultation runs until 16th June 2022. The proposed route passes across the southern end of Mellis Common. Councillors agreed unanimously that they strongly object to the proposed route and instead support the undersea option, SCD2, which was rejected by National Grid without being presented for public consultation.

ACTION – Clerk/Cllrs to prepare Mellis Parish Council’s objection statement to submit to National Grid prior to the 16th June 2022 deadline.

15 To consider adopting the Local Government Association Model Councillor Code of Conduct 2020

In December 2020 the Local Government Association (LGA) approved its new Model Councillor Code of Conduct, with the aim for it to be adopted by all levels of local government. SALC advise that the ‘Suffolk Code’, introduced in 2012, has served well but does contain a number of weaknesses which are largely addressed in the LGA model, and are advising councils to consider adopting the new code. The Clerk had prepared a copy of the new Code and sent it to councillors prior to the meeting.

After discussing, councillors agreed unanimously that they do not wish to adopt the LGA Model Councillor Code of Conduct 2020 at this time.

16 Memorial Hall car park – new flood light

Waiting for contractor’s report; deferred to next meeting.

17 Queen’s Platinum Jubilee Arrangements 2022

- Lighting of the beacon Thursday 2nd June – the beacon has been made and installed by the village sign (permission received from SWT). Cllr Cross has designed a poster inviting residents to gather on the common at 9:30pm ready for the official lighting at 9:45pm.
- Sunday 5th June 1pm – 5pm (ish).
The caterers have been booked. They offer a selection of gourmet burgers for adults and children, including a vegan option. Councillors discussed providing a subsidy from the Parish Council against the food and agreed unanimously to make vouchers to the value of £3, to be redeemed against each burger purchased, up to a total amount of £600.00. A local band has agreed to perform a two-hour set for £200, which councillors agreed to unanimously.
Cllr Paterson has organised an ice cream stall, and a face painter.
The Mellisians have agreed to perform before the band starts.
Cllr Cross has arranged a classic car display in the Memorial Hall car park, and a pictorial display of the history of Mellis inside the Memorial Hall.
There will also be a fancy-dress competition and children’s races and games. Residents will be invited to bring their own blankets and chairs.

Cllr Cross has designed a poster advertising the event as a 'party on the common' and the Editor of the Messenger publication will include both posters in the next issue, which will be printed and delivered prior to the Jubilee weekend.

Councillors discussed commemorative items, and agreed to commission a plaque to potentially be placed in front of the beacon, and to plant a tree as part of the Queen's Green Canopy which is a unique tree planting initiative created to mark Her Majesty's Platinum Jubilee. Councillors also discussed a commemorative bench to be sited on Newsteads Land with Cllr Read suggesting commissioning a local craftsman. These items need further investigation and will not be actioned prior to the Jubilee weekend. They will be included as agenda items for the next meeting.

ACTION

- **Clerk to forward Jubilee posters to Editor of the Messenger for inclusion in the next issue**
- **Clerk/Cllr Cross to organise food subsidy tokens**
- **Clerk to investigate Commemorative plaque, Queen's Green Canopy Tree, and bench before next meeting**
- **Clerk to submit Jubilee funding requests to DC Cllr Warboys and CC Cllr Fleming**

18 Newsteads Land

See Chair's Report (agenda item 9)

19 Finance

- i) **Confirmation of Barclays bank account balance**
The Barclays bank account balance of 24th April 2022 £
- ii) **Review and authorisation of payments presented:**
Admin payment (Clerk's salary) - **£314.74**
HMRC (NIC contribution) - **£5.60**
Expenses (Clerk mileage) - **£5.85**
Mellis Memorial Hall (May hire) - **£21.00**
Nick Bobby Tree Services (Newsteads Land) - **£2,016.00**
Gislingham PC (CiLCA share) - **£53.92**

All payments agreed unanimously.

ACTION

- **Cllr Read and Cllr Barr to pay agreed payments via online banking (dual authorisation)**

20 Matters for future consideration

None

21 The date of the next Parish Council Meeting will be Thursday 30th June 2022 at 6:30pm in Mellis Memorial Hall.

Meeting closed at 7:11pm

