

MELLIS PARISH COUNCIL

Clerk: Ms Jane Challis

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MINUTES OF THE ANNUAL MEETING of MELLIS PARISH COUNCIL HELD ON THURSDAY 18th MAY 2023 @ 6:30PM IN MELLIS MEMORIAL HALL

Present: Cllr L Read, Cllr A Cross, Cllr L Farley, Cllr Paterson
Clerk – J Challis, CC Cllr Fleming, DC Cllr Warboys, 3 members of the public

Apologies: Cllr Farley sent apologies in advance advising that she would be delayed due to work commitments. The meeting therefore started at 6:42pm upon Cllr Farley's arrival.

1 To elect the Chair of Mellis Parish Council 2023/24

Cllr Cross proposed Cllr Read be elected Chair of Mellis Parish Council 2023/24. Seconded by Cllr Farley and approved unanimously with one abstention (Cllr Read).

2 To sign Declaration of Acceptance of Office – all councillors

All councillors signed a Declaration of Acceptance of Office with it being a newly elected council following the May 2023 uncontested election. In addition, Cllr Read signed a Declaration of Acceptance of Office as Chair. All Declarations were witnessed and signed by the Clerk.

3 Member's consent to receive summons electronically, and new Register of Interest

All councillors gave their written consent to receive summons electronically to the Clerk, and confirmed they would complete a new Register of Interest to be returned to MSDC with the 28-day required period.

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

Cllr Read welcomed everyone to the meeting.

5 To receive Declarations of Interest on agenda items

None received.

6 To consider requests for Dispensations on agenda items

None requested.

7 To resolve the draft minutes of the Parish Council meeting held on Tuesday 25th April 2023 are a true and correct record.

The minutes for 25th April 2023 were approved unanimously with one abstention.

8 Parish Councillor Co-option

Cllr Read proposed returning to this item later on in the meeting, due to the member of the public who had indicated their interest in the co-option not being at the meeting yet. Agreed unanimously.

6:51pm a member of the public arrived

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

After discussing, councillors decided unanimously that they do not wish to adopt the LGA Model Councillor Code of Conduct at this time, and will continue to adhere to the Suffolk Local Code of Conduct first adopted by Mellis Parish Council on 23rd July 2015.

10 Report from County Councillor

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

11 Report from District Councillor

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

Cllr Read asked if there is any data available yet regarding people who were turned away from voting at the elections on 4th May 2023. DC Cllr Warboys said he is waiting for the information to be released.

7:00pm 3 members of the public arrived

Cllr Read returned to agenda item 8 as previously agreed.

(8 Parish Councillor Co-option)

Ghed Paterson was present and had indicated he would like resume his role as a Parish Councillor, having previously held a seat prior to the elections on 4th May 2023.

Cllr Read proposed Ghed Paterson be co-opted as a parish councillor; seconded by Cllr Cross and approved unanimously. Cllr Paterson took a seat alongside council members, signed a Declaration of Acceptance of Office which was witnessed and signed by the Clerk, provided written consent to receive summons electronically, and confirmed he will complete a new Register of Interest form to be returned to MSDC within the 28 day required period.

12 Public Participation Session (10 minutes set aside)

No members of the public wished to speak.

13 Chair's Report

- Cllr Read reported that he has been pursuing the issues with the Parish Council bank account, following Barclays request for additional information as part of their 'Periodic Know Your Customer Review'. In addition, the Clerk advised that she has forwarded the additional information requested, and received a response stating that the review is being conducted, and the information sent is sufficient.

14 Clerk/RFO's Report

- Babergh and Mid Suffolk District Councils have put together provision of free holiday activities and food to eligible children over May half-term. Eligible children include those

that are entitled to free school meals, pupil premium, or have an identified need: [May Holiday Activities \(office.com\)](#).

- National Grid has advised it is carrying out essential works to refurbish the existing 400,000 volt overhead line that runs between Bramford substation in Suffolk and Norwich substation in Norfolk. The first phase was carried out during 2022. The second phase, including reinstatement will be carried out between late May and December 2023 by Balfour Beatty between 7:30am and 6pm Monday to Sunday. The refurbishment work will not disrupt local electricity supplies.

15 Temporary Traffic Regulation Notice – Byway 13 (Mellis Level Crossing)

Updated within CC Cllr Fleming's report as follows:

Cowpasture Lane Closure – The Rights of Way team and senior officers at Suffolk County Council are placing Network Rail under pressure to ensure the crossing is opened urgently. They have been advised of a revised timeframe for the works to be undertaken during the week of the 29th May 2023 rather than the latter part of June, with the crossing opened later that week if the repair works are successful. The County Council has requested that Network Rail prepares a contingency plan to enable the crossing to reopen by 5th June, whether or not the warning lights are working, with a deadline for receipt of the contingency plan by the close of play on 17 May 2023.

16 To consider contribution towards Walsham Le Willows Parish Council's professional advice regarding DC/22/2190/HYB

Deferred.

17 Planning

To Receive an Update on:

- DC/22/2190/HYB – Land at Shepherds Grove, Bury Road, Stanton, Suffolk - **AWAITING DECISION.**
- DC/23/00942 - APPLICATION FOR PLANNING PERMISSION - DC/23/00942 - Full Application - Erection of 4no. terraced town houses with associated private gardens and parking. Location: Land Lying to The North of The Railway Public House, Mellis, Suffolk, IP23 8DU – **AWAITING DECISION.**
- DC/23/01393 - APPLICATION FOR PLANNING PERMISSION - Householder Application - Erection of detached single-storey annex. Location: Lavender Cottage, 6 Earlsford Road, Mellis, IP23 8EA – **GRANTED.**
- DC/23/01815 - APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - Proposal: Notification of Works to Trees in a Conservation Area - Fell 1No. Ash (T1) to near ground level and treat stump to inhibit regrowth – **GRANTED.**
- DC/2301494 - APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - Proposal: Application under Section 73 of The Town and Country Planning Act 1990 - Variation of Condition 2 (Approved Plans and Documents) of Planning Permission DC/22/04021 dated: 20/02/2023 - Construction and operation of Synchronous Condensers with ancillary infrastructure, and associated works including access and landscaping. Location: Land At The Leys And Ivy Farm, Mellis Road, Yaxley, Suffolk IP21 4BT – **AWAITING DECISION.**

To Consider:

- DC/23/01899 Proposal: Approval of details reserved by Requirement 22 (Amendments to approved details) pursuant to The Progress Power (Gas Fired Power Station) Order 2015- seeking permission to utilise fuel gas pre-heater boiler stacks up to 15m high, and permission to erect a second fire water tank on the site. Location: Land at Eye Airfield, Castleton Way, Eye, Suffolk.

After discussing councillors agreed unanimously, they have a neutral response to this application

ACTION – Clerk to add comment to MSDC Planning Portal as above

18 Tree Warden's Report

No report.

19 Newsteads Land update

Deferred.

20 Traffic/Speeding concerns within the village including update

Deferred.

21 Finance

i) Confirmation of Barclays bank account balance

The Barclays bank account balance as of 24 March 2023 - £34,968.19

ii) Review and authorisation of payments presented:

1	Adventure Services	Grass cutting	£54.00
5	J. Challis	Clerk Admin April	£305.52
6	J. Challis	Expenses – mileage	£18.94
7	Memorial Hall	Hire May	£21.00

All payments above were approved unanimously. Due to Cllr Read now being the only councillor with access to online banking, the Clerk prepared cheques for all the approved payments, which were signed by Cllr Read and Cllr Cross.

iii) Annual CIL Return

The Annual CIL Return 2022/23 was prepared by the Clerk/RFO and presented to councillors. Cllr Cross proposed approval, which was seconded by Cllr Read and agreed unanimously. Cllr Read and the Clerk signed the return.

iv) Bank account signatories

There are currently only 2 active bank signatories; Cllr Read and Cllr Cross. Cllr Read proposed Cllr Farley be added as a signatory; seconded by Cllr Cross and approved unanimously with 1 abstention (Cllr Farley). Once added as a signatory Cllr Farley can then apply for online banking access.

ACTION

- **Clerk to publish CIL Return 2022/23 and send to MSDC**
- **Cllr Cross to ensure registration for online banking with Barclays is activated**
- **Cllr Farley to complete mandate to be added a bank signatory**

22 Matters for future consideration

None.

23 The date of the next Parish Council Meeting is Friday 23rd June at 6:30pm in the Memorial Hall

Meeting close at 7:15pm

County Councillor Report

May 2023



Mellis Parish Council

Councillor Jessica Fleming, Hartismere Division Tel. 07714-597980 Jessica.fleming@suffolk.gov.uk

Cowpasture Lane Closure – The Rights of Way team and senior officers at Suffolk County Council are placing Network Rail under pressure to ensure the crossing is opened urgently. They have been advised of a revised timeframe for the works to be undertaken during the week of the 29th May 2023 rather than the latter part of June, with the crossing opened later that week if the repair works are successful. The County Council has requested that Network Rail prepares a contingency plan to enable the crossing to reopen by 5th June, whether or not the warning lights are working, with a deadline for receipt of the contingency plan by the close of play on 17 May 2023.

Synchronising Condenser Section 73 Application, Yaxley – Please note that following my expression of concerns about effects of lighting on both human and ecological receptors and lack of a lighting condition, as well as concerns expressed about the robustness of the proposed noise condition, I have received the following response from Sue Lennard, Senior Environmental Protection Officer, Public Protection. MSDC:

PLANNING APPLICATION: DC/22/04021 Construction and operation of Synchronous Condensers with ancillary infrastructure, and associated works including access and landscaping.

LOCATION: Land at the Leys and Ivy Farm, Mellis Road, Laxfield.

... Further to our telephone conversation last week I have discussed the proposal with Bron Curtis. I understand that there is a Condition on the original permission which relates to the requirement for the submission of a wildlife sensitive lighting scheme. Environmental Protection are consulted in respect of applications for discharge of conditions such as this and would consider any lighting reports having regard to residential amenity.

In respect of the condition regarding noise, the requirement is for the applicant to demonstrate that the sound emitted from the development does not exceed both daytime and night-time background sound levels at the nearest sound sensitive premises in accordance with the methodology of **British Standard 4142 ~ (2014)** The applicant will need to demonstrate that the levels are achieved once the development is built and is operational. Planning Services, in consultation with Environmental Protection will need to be satisfied the levels are being achieved before the system becomes operational.

Cllr Jessica Fleming: Jessica.fleming@midsuffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

District Councillor's Report for Gislingham Ward: Mellis, Gislingham, Thornham, `Wortham & Burgate, Wickham Skeith Parish
Councils
May 2023

<p>Local Elections 2023</p>	<p>In Mid Suffolk, 34 councillors have been elected, with 24 seats for the Green Party, six seats for Local Conservatives, and four for the Liberal Democrat</p> <p>The first meeting of the newly elected MSDC will be its Annual Council Meetings later this month where councillors will elect their leader and chair. Each councils' cabinet is then appointed by its leader. Mid Suffolk District Council meets at 5.30pm on Monday 22 May The turnout for the election in Mid Suffolk, was 30,855, representing 37% of the electorate.</p> <p>Results Gislingham (electorate – 2622): Anne-Marie Hogan Local conservative 315 Rowland Warboys 792 12 Ballot Papers were rejected. Turnout: 42.8%</p> <p>These elections were also the first locally since The Elections Act 2022 introduced a requirement for voters to show photographic ID before being issued with a ballot paper in polling stations. All necessary data around the impact of the new legislation will be submitted to the Secretary of State and Electoral Commission.</p>
<p>Cost of Living Support</p>	<p>MSDC is continuing to provide support for those who are struggling with the ongoing rise in the cost of living. Further information can be found online: https://www.babergh.gov.uk/benefits/cost-of-living-support/</p>
<p>Community Grants available in Mid Suffolk</p>	<p>A range of grants are available for projects that have a clear and beneficial impact on our local communities. These include:</p> <p><u>Capital Grants</u> – these are aimed at assisting community groups in making improvements and repairs to village halls, play areas, sports clubs, recreational facilities and other social infrastructure. They can cover to up to 100% of total project costs to a maximum grant of £10,000. Capital Grants are open for applications from the 1st April 2023 to 2nd June 2023.</p> <p><u>Community Development Grants</u> – provides financial support to help with the delivery of local place-based initiatives and activities, where gaps in provision have been identified. The grant is available towards either revenue (ongoing) or capital (new or one-off) projects. It can cover up to 100% of project costs to a maximum of £20,000. Applications are open for applications from the 1st April 2023 to 23rd June 2023.</p> <p><u>Councillors Locality Award</u> – the award will be open for applications towards the end of May 2023.</p>
<p>New emergency services hub in Stowmarket</p>	<p>A new police and fire station off Needham Road, Stowmarket. Suffolk's emergency services have recognised the excellent value for money and benefits that collaborative working provides for our residents and communities, and this is the latest example of that. Mid Suffolk District Council agreed a £431,000 contribution to the project through the Community Infrastructure Levy, and this new station will provide</p>

	excellent facilities for emergency workers. The building also includes photovoltaic panels, an air source heat pump system, and 14 electric vehicle charging points.
New homes in Needham Market	The transformation of the former Needham Market Middle School site has now been completed, and MSDC have received the keys to 41 new affordable homes. This development, delivered by Mid Suffolk District Council and supported by funding of £1.42million from Homes England through the Affordable Homes Programme, provides a mix of two and three bedroom properties which will be used as affordable rent, social rent and shared ownership homes.

Cllr. Rowland Warboys (Green Party) MSDC

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