

# MELLIS PARISH COUNCIL

Minutes of the meeting of Mellis Parish Council

6pm Monday 19<sup>th</sup> March 26, 2018, Mellis Memorial Hall.

## Present:

Councillors: Sue Barr (Chairman)                      Carl Wilby  
Lawrie Read    Phil Cunningham  
Diana Kearsley (MSDC)  
5 members of the public

## 1 Apologies for absence- to receive and consider acceptance of apologies

Apologies for absence were accepted from:

Cllr Tina Wilby (Attending Progress Power meeting),  
Cllr Jessica Fleming (SCC) (Diss Area Neighbourhood Planning Meeting)

Cllr Gerard Paterson, no apologies received.

## 2. To consider co-option of new Parish Councillor

None

## 3. To note Declarations of Interest

3.1 To receive declarations of pecuniary and non-pecuniary interests on agenda items  
None

3.2 To consider any requests for dispensations with regards to declarations of interests  
None

## 4. To approve draft minutes of the Parish Council meeting 19<sup>th</sup> February 2018

Proposed approval by Cllr Read, seconded by Cllr Cunningham and agreed.

## 5. To note matters arising from the minutes of meeting 19<sup>th</sup> February 2018 (for report and not on the agenda)

19/02/18 7 and 13	Memorial Hall Car Park	Existing quotes to be circulated and works investigated
19/02/18 13	Mellis E-News and Facebook	Cllr Read to update
19/02/18 13	Church Yard Maintenance grant	Cllr Barr to updated grant to be paid once precept received
19/02/18 7	Bus shelter Graffiti	Cleaned by window cleaner removed graffiti
19/02/18 7	Dam Lane	Response from highways, not considered emergency or immediate action, update in June from Cllr Kearsley
19/02/18 13	Phone Box Repair	Cllr Read awaiting price and then proceed with repair
19/02/18 13	Defibrillator Tea Party	Cllr T Wilby carried forward

## 6. Public Forum – close meeting at 6:12 pm

6.2 To receive comments from members of the public in attendance

Discussion regarding access road on side of carpark to White House Farm and repair to carpark.

The condition would be examined of the track and carpark before any building work was about to commence to ensure it would be reinstated after if necessary.  
Future maintenance of track to be agreed with council subject to proportional usage.  
No definition of track just an easement with Mr Spence.  
Condition of building works state no access to carpark for materials.

Car park area is defined as area where the eco block is.  
As work at White House Farm has been delayed the Parish Council will consider what work needs to be carried out and when to the carpark.  
Previous repair quotes to be circulated to PC and updated if necessary.

Discussion regarding a loose manhole cover at side of carpark, as its unknown who's or what the manhole cover is for, as temporary solution to cover manhole with tree stump / log to make safe from trip hazard.

Discussion regarding precept increase and plans for future projects.  
Based on last years budget and new projects.

Discussion regarding some paving slabs on 'The Carnser, Cllr Read will investigate.

Request that a Cllr attends the Eye Airfield road plans meeting, Cllr Read will attend and bear in mind cycle and pedestrian access.

- 6.1 To receive reports from the County Councillor and District Councillor  
Report from Cllr Fleming, appendix II. Cllr Kearsley informed meeting regarding Ward change consultation.

Re-open meeting 6:56 pm

**7. To consider Planning Applications received**

7.1 DC/18/00742 Mulberry Cottage Earlsford Road Mellis Eye Suffolk IP23 8EA, **No comment from the PC at this time.**

**7.2 Planning decisions**

DC/16/5013 Land at Bullocks Farm Earlsford Road Mellis – **Granted**  
DC/18/00251 Cavalry Barn, The Common, Mellis – **Granted**

**8. Finance**

To update on Barclays Bank mandate, Cllr Barr informed the process is ongoing.  
3 invoices outstanding from September, October and November last, Cllr Kearsley to investigate if Mid Suffolk has paid during issues with signatures.  
If not then they will be paid.

SALC Invoice No 1958113/09/2017 £828.00 **Approved**

SALC Invoice No 19763 09/11/2017 £60.00 **Approved**

SALC Invoice No 19654 10/10/2017 £180.00 **Approved**

Clerks expenses and pay, Expenses of £42.56 **Approved**

**9. Review training needs**

3 Cllrs currently attending councilor training at SALC  
Clerk had completed 2-day Clerk training at SALC  
Training for Clerk half day workshop on 29<sup>th</sup> March 2018

**10. Reports**

- 10.1 Clerks report and correspondence received**  
Emails distributed: see Appendix I  
Suffolk walking festival information circulated.
- 11. To accept Standing orders, to include Cllr summons by email (15 b i)**  
Proposed approval by Cllr Cunningham, seconded by Cllr C Wilby and agreed.
- 12. Annual Parish meeting planned reports**  
To invite groups and organisations to take part.  
Councilors to provide details of parish groups.
- 13. Progress Power Gas Power Station update on workshop**  
Cllr T Wilby to update next meeting as at the meeting today.
- 14. To consider proposed Local Government Boundary review**  
As discussed by Cllr Kearsley's report.
- 14. Annual Litter Pick**  
Possible litter picking equipment may be stored in the village hall.  
Cllr Barr to arrange date. Tea and Coffee in the village hall to be arranged.
- 15. Items to be considered for the next agenda**  
To consider pedestrian access to footpath between Chapel Lane and Earlsford Road  
  
To consider reports of flooding from ditches by Glebe Farm (Mellis Road)  
Clerk will find previous complaints made by a member of the public and follow up.  
  
To consider post on Mellisenews Facebook page regarding precept amount.
- 16. Date of next meeting – 3<sup>rd</sup> of May 2018 Annual Parish Meeting at 18.00 followed by Parish Council Meeting 19.00 – Memorial Hall**
- 17. Meeting closed 7.45pm**

Signed .....

Dated .....

Daniel Roth  
Parish Clerk 13/03/2018  
Email: mellisparishcouncil@gmail.com

Summary of action points:

19/02/18 7 and 13	Memorial Hall Car Park	Existing quotes to be circulated and works investigated
19/02/18 13	Mellis E-News and Facebook	Cllr Read to update
19/02/18 13	Phone Box Repair	Cllr Read awaiting price and then proceed with repair
19/02/18 13	Mellis E-News and Facebook	Cllr Read to progress
19/02/18 13	Defibrillator Tea Party	Cllr T Wilby carried forward
19/02/18 6.2	Eye Airfield junction proposals	Cllr Read to attend and update
19/02/18 14	Annual litter pick	Cllr Barr to update
19/02/18 12	Annual Parish meeting	Clerk to invite reports

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Appendix I

**Clerks report communication sent**

Progress Power workshop

CIL presentation and CIL guide

Parish Standing orders

Consultation on Local Government Boundary Commission

Minutes of 2016 and 2017 Annual Parish meetings

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