

DRAFT UNTIL SIGNED

Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on Tuesday 12th March 2024 at 7.30pm

Attendance:

Councillor Gary Peachey Chair
 Ms Jane Spenser Clerk to the Council
 Councillor Alan Vickerage Vice Chair
 Councillor Sue French
 Councillor Steve Murrow
 Councillor Anna Petric

Members of the Electorate and other attendees:

5 members of the electorate in attendance.
 Squadron Leader Andy Bell
 District Councillor Don Waldron
 PC Andrew Green – Community Policing Officer

The Chairman opened the meeting at 7:30pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

5968	<u>Apologies and acceptance for absence</u> Councillor Bailey and Councillor Haylock	
5969	<u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u> None were received.	
5970	<u>To resolve that the minutes of the meeting of the council held on Tuesday 6th February 2024 are a true and correct record.</u> It was resolved that the minutes of the meeting on Tuesday 6 th February 2024 were a true and correct record. The minutes were signed by the Chair.	
5971	<u>Progress Reports for information:</u> a. Clerk including urgent decisions taken since the last meeting. Appendix E – attached with minutes. Additionally, the Clerk reported that Unit 162, Wilde Street had been damaged beyond repair by a tree branch. The cost to replace the LED lantern is £709.27 + vat. The Clerk has spoken to the insurance company with regards to claiming on the insurance policy. The excess charge would be £250.00. It was resolved that the Clerk continue to pursue this option and report back to Council members by email.	

Signed by Chair of meeting:

Date signed:

	<p>The meeting with Suffolk Local Libraries was unfortunately cancelled by them. I will be waiting to reschedule to discuss using the Hub with the Library and providing the Warm Rooms space at the same time.</p> <p>b. The Beacon Councillor French needs all entries by 15.03.24 for the May-June edition of The Beacon.</p>	
5972	<p><u>Public participation session (15 minutes) to include Police, District and County Councillors Reports.</u></p> <p>a. Squadron Leader Andy Bell – RAF Mildenhall RAF Mildenhall – Local Council Report – March 2024 Remains very busy with distinct operational focus; sustainment will likely limit non-essential tasks. We are hoping to meet with West Suffolk District Council Forum late May to discuss a range of issues including future infra projects on-base and local housing availability/cost. Current road conditions, particularly pot-holes and the condition of Eriswell Road are of concern to USVF. Base Exercise 07-17 May: 2-week readiness exercise. New SOW CC arrives this summer – Col Adam Moore (vice Col McGill) New 48 FW CC (1*) also arrives this summer but still no nominated replacement.</p> <p>Dates for diary: 9 May: Joan Mann Day 17 Aug: US Air Force Ball 16 Oct: 90th Birthday.</p> <p>b. PC Andrew Green – Community Policing Officer PC Green has been conducting speed checks around end of school time and has not caught anyone speeding. No crimes of significance have been reported locally.</p> <p>c. Councillor Colin Noble – Suffolk County Council Report circulated to councillors and placed in the minute folder.</p> <p>d. Councillor Don Waldron – West Suffolk Council Councillor Waldron has been corresponding with residents regarding the flooding. Although the issue is not to do with WSC as it isn't the Parish Council. He is however chasing the responsible authorities up on this matter. The next step is contacting the press due to the lack of remedy and timescale of the issue. He was promised that environmental health would visit affected residents.</p> <p>Councillor Vickerage asked Councillor Waldron if he could please investigate the discrepancy in the parish precept with regard to the vast number of properties within the parish that aren't council tax paying properties and therefore don't make up the parish precept.</p>	

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Date signed:

	A member of the electorate wished to raise their concern regarding the planning application DC/24/0151/HYB, as to how our parish residents will get through Mildenhall to access anywhere else, with the increase of traffic and when infrastructure is already lacking.	
5973	<u>Governance</u> Council members resolved to adopt the reviewed and revised Standing Orders with the changes made to section 18 regarding procurement. The changes were dated, signed by the Chair and have this minute reference noted (minute reference 5973)	
5974	<u>To consider planning applications</u> DC/24/0253/TPO - TPO 048 (1963) Tree preservation order - one Oak (T1 on plan with A2 on order) crown reduction by up to three metres to lateral limbs and two metres on vertical limbs. 56 Lamble Close Beck Row Suffolk IP28 8DB SUPPORT DC/24/0151/HYB - Hybrid planning application - a. Outline application with all matters reserved (means of access to be considered) - residential development of up to 1000 dwellings (C3) and up to 80 bed care units (C2), up to 5 hectares of commercial (within Class E g, Class B2 and Class B8), local centre, land for primary school and 2 no. early years facilities (D1), public open space (including Suitable Alternative Natural Greenspace), landscaping, associated infrastructure and demolition b. Full planning application - means of access to northern parcel of the site, reconfiguration of James Carter Road and Fred Dannatt Road, alterations to Safe Pac site and construction of new yard. Land West Of Mildenhall West Row Road Mildenhall Suffolk. OBJECT Council members have concern over the access and infrastructure regarding the application. The existing roads around the proposed application are already struggling and at capacity. There is also concern over the RAF Mildenhall gate access being affected on the West Row road pushing further problems over to the Beck Row gate entrance. The area cannot sustain further developments of this size.	Clerk
5975	<u>Finance:</u> a. To receive for information the bank reconciliations - Appendix A and Appendix B - Reconciliation of Parish Council and Parish Hub bank accounts, previously circulated to members ahead of meeting, for the month ending February 2024, were received. b. To approve payments - i. Parish Council – appendix C ii. Parish Hub - appendix D	

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Date signed:

	Payments were approved and authorised for payment. Appendix items can be found in the minute folder with signed minutes relating to this meeting.	
5976	<p><u>To approve and adopt circulated policies</u></p> <p>It was resolved to adopt the listed policies –</p> <p>Planning Protection of Children and Vulnerable Persons Reserves Risk Management Strategy Social Media</p> <p>The policies will be reviewed annually.</p>	
5977	<p><u>To discuss the flooding in Holywell Row</u></p> <p>The authority responsible for this matter is Suffolk County Council and Anglian Water collectively.</p> <p>There is correspondence between Anglian Water, Suffolk County Council and West Suffolk Council who have corresponded with concerned residents regarding the flooding.</p> <p>The Parish Council is copied into this communication.</p>	
5978	<p><u>To discuss speeding on A1101 through Beck Row</u></p> <p>Councillor Murrow has submitted a request to Suffolk County Council Highways which will be put to them at the West Suffolk Forum regarding removal of the non-working speed sign on the A1101 to replace it with the spare sign that the parish council have.</p> <p>It was also resolved to approach Councillor Noble regarding the locality budget funding available for Highways projects mentioned in his report, to request funding towards ‘village gateways’ or the slight narrowing of the road when entering the village of Beck Row along the A1101.</p>	Clerk
5979	<p><u>To discuss arrangements for the concrete base for the youth shelter</u></p> <p>It was resolved to obtain quotations for the concrete base as locality budget funding of £900.00 has now been received from Councillor Waldron and Councillor Bradshaw. Councillor Peachey will report back to council members with prices.</p>	Cllr Peachey
5980	<p><u>To discuss community engagement via councillor surgeries</u></p>	Clerk/Cllr Peachey

Signed by Chair of meeting:

Date signed:

	It was resolved to introduce councillor surgeries at the Parish Hub to provide an informal platform for residents to speak to Parish Councillors, out of an official meeting environment, about matters they would like considered at council meetings or ideas they may have for parish projects. Councillor Peachey would like to announce a date, via social media, when he will hold a surgery for the end of March or early April, with further notice given in the next edition of The Beacon for a June or July date to be held by another Councillor.	
5981	<u>To discuss options for a repeat date of – Love Your Village</u> Saturday 27 th April 2024 was agreed. Notice will be given on social media to encourage residents to take part. Once again equipment will be provided at the Parish Hub for litter picking.	
5982	<u>Matters for next meeting</u> Update on parish forum from Councillor Vickerage Parish notice boards – Lamb Close and Kenny Hill Love Your Village update on plans Feedback from Easter Egg Hunt	Clerk
5983	<u>Date of next meeting</u> To confirm the date of the next meeting is Tuesday 9 th April 2024.	
5984	Meeting closed – 8.19pm	

Signed by Chair of meeting:

Date signed:

Mar 2024
Appendix C

Payments - Parish Council Mar 2024					
Date	status	Details	Gross	VAT	Net
19.02.24	DD	SERVICE CHGS	£7.00	£0.00	£7.00
29.02.24	PAID	AC SALARY	£400.00	£0.00	£400.00
29.02.24	PAID	PC SALARY	£869.60	£0.00	£869.60
29.02.24	PAID	PK SALARY	£323.41	£0.00	£323.41
08.03.24	DD	BT	£57.25	£9.54	£47.71
12.03.24		SCC - OAK DR LANTERN	£530.65	£88.44	£442.21
12.03.24		A C STEVENS - EQPT SERVICING	£375.77	£62.63	£313.14
12.03.24		THE OUTDOOR EDUCATION COMPANY (DEPOSIT)	£480.00	£80.00	£400.00
		Total	£3,043.68	£240.61	£2,803.07
*PLEASE NOTE - SCC STREETLIGHT MAINTENANCE/RUNNING COST INVOICE IS YET TO COME					
THIS WILL NEED TO BE PAID BEFORE FINANCIAL Y/END 31 MAR 24					
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

Mar 2024
Appendix D

Payments - Parish Hub March 2024					
Date	status	Details	Gross	VAT	Net
22.02.24	DD	TOTAL ENERGIES (JAN)	£476.51	£79.42	£397.09
29.02.24	PAID	CLEAN BEES	£100.00	£0.00	£100.00
13.03.24		SOLUTIONS CLEANING SUPPLIES	£18.54	£3.09	£15.45
21.03.24	DD	TOTAL ENERGIES (FEB)	£193.75	£9.22	£184.53
		Total	788.80	91.73	697.07
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

CLERKS REPORT

March 2024 meeting

- Meeting with Suffolk Local Libraries (Tue 12th Mar) with regards to using the Parish Hub to provide the local library services, aiming to include this into a Warm Rooms provision on the same day offering hot drinks and refreshments with myself present as a contact for any residents with local questions. (Will update Councillors at the Parish Council meeting)
- Questions for Highways have been submitted to the Families and Communities Team ahead of the Parish and Town Council's Forum on 18th March at the Jubilee Centre in Mildenhall. Councillor Vickerage has volunteered to attend as representative for the Council.
- The Chair of West Suffolk Council, Councillor Roger Dicker will attend the Parish Council meeting in April. To strengthen relationships with Parish Councils. He will stay on after the meeting to chat to Councillors.
- Sally Longmate, CEO of SALC wishes to send apologies to the Parish Council for the omission of my name from The Local Councillor February 2024 magazine when listing Clerks having completed their CiLCA qualification. This was pointed out by Councillor Vickerage and SALC send their sincere apologies for this oversight which is due to a communication issue between SLCC and SALC. It has now been amended and my name added.
- I have signposted several residents to WSC regarding reports of fly tipping and building up refuse at an address with the Parish.
- National Lottery Grant has been completed and submitted towards additional funding for the Family Fun Day.
- The Clerk has spoken to GP Building Services regarding the removal of their sign and the block and beams. A advert has been prepared by them to assist in selling on the block and beams.
- By 2025 it is hoped that town and parish councils will move to gov.uk as part of local government transformation. This is something as a council to look at and consider. Case studies are available in the The Local Councillor magazine.
- The A3, framed portrait of King Charles III has been ordered and will be dispatched shortly. These have been made available, free of charge, 1 per authority.

- **STREETLIGHTS –**

- Keeping residents informed regarding update on outstanding streetlight repairs (currently waiting on an Oak Drive unit) whilst in contact with WSC re the Decarbonisation Grant and also SCC re the outstanding light repairs and invoices for the tax year. Councillor Peachey has resolved the issue with the placement of the fence in front of Unit 70, Lamble Close. The resident will rectify this. SCC have been updated.