**Minutes of the Meeting of Yaxley Parish Council held on 9th October 2019**

**at 7.30 p.m.**

**Present:**

Councillor A Luff Councillor I Luff Councillor R Hall.

Councillor J Laughlin Councillors J Hawes Councillor K Pawsey

Councillor C Wright Councillor J Moore Councillor M Fisher.

District Councillor D Burn

P Freeman Parish Clerk.

Two members of the public.

1. Apologies for Absence.
* Councillor Fleming.

1. Chairman’s Opening Remarks:
* The Chairman welcomed everyone to the meeting.
1. Councillor’s Declaration of Interests in Agenda Items.
* None.
1. Minutes of the Previous Meetings held on 28th August 2019.
* The minutes of the previous meeting were agreed as a true record and were signed by the Chairman, proposed by Councillor Hawes and seconded by Councillor Laughlin.
1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

* The Clerk will report that the footpath by the recycling banks needs to be cleared of soil and grass, and branches and brambles from the hedge need to be cutback. **Action: The Clerk.** Completed.
* The drain on Eye Road has not been repaired therefore the Clerk will report it again. **Action: The Clerk.** Completed.
* Councillor Burn will investigate the charge for elections. **Action: Councillor Burn** Councillor Burn will investigate further.
* The Clerk will contact the tenant who has a hive of bees on an allotment plot. **Action: The Clerk.** Completed.
* A decision will be taken at the next meeting on whether the area cleared on the allotments needs to be cut again. **Action: The Clerk.** No longer necessary.
* The Clerk will contact the farmer who has responsibility for the hedge alongside the footpath from the Thornham Road to Mellis Primary School. **Action: The Clerk.** Completed.
* Councillor Laughlin will obtain final quotations for the cost of a gate, posts, sign and lock for the Community Centre car park. **Action: Councillor Laughlin.** Completed.
* Councillor Hawes will investigate the registration of footpaths. **Action: Councillor Hawes**
* The Clerk will respond to the planning applications listed on the agenda. **Action: The Clerk.** Completed.
* Confirm three-year agreement on the insurance premium and policy. **Action: The Clerk.** Completed.
* The Chairman will remove various signs on the A140. **Action: The Chairman.** Completed.
* Comments on the Local Plan to the Clerk by the 23 September 2019. **Action: Councillors.** Completed.
1. Notification of any urgent business.
* Wreath for the Remembrance Day service: it was agreed that a wreath should be purchased, Councillor Moore will purchase the wreath and Councillor Hawes will read the names on the Memorial during the service.

Meeting closed at 7:45 p.m.

**Public Forum.**

Report by Councillor Fleming:

**Investment in Suffolk Materials Recycling Facility** – The County Council cabinet has decided to invest £7.5m in the MRF at Great Blakenham to complement the upgrades that Viridor has recently completed. The upgraded facility is anticipated to be up and running by the end of the year. Tours to the MRF as well as to the adjacent Energy from Waste will be made available for those interested.

**Brexit -** Preparations for the UK’s exit from the EU are speeding up and councils are preparing as well as they can be. Please refer to the Local Government Association [Brexit Advice Hub](https://links.govdelivery.com/track?type=click&enid=ZWFzPTEmbXNpZD0mYXVpZD0mbWFpbGluZ2lkPTIwMTkxMDA0LjExMDkxMDUxJm1lc3NhZ2VpZD1NREItUFJELUJVTC0yMDE5MTAwNC4xMTA5MTA1MSZkYXRhYmFzZWlkPTEwMDEmc2VyaWFsPTE2Nzc3NDk4JmVtYWlsaWQ9amVzc2ljYS5mbGVtaW5nQHN1ZmZvbGsuZ292LnVrJnVzZXJpZD1qZXNzaWNhLmZsZW1pbmdAc3VmZm9say5nb3YudWsmdGFyZ2V0aWQ9JmZsPSZtdmlkPSZleHRyYT0mJiY=&&&108&&&https://local.gov.uk/topics/brexit/brexit-advice-hub-local-government) which brings together some key Government information to best support councils.

**Pothole Repair Criteria** – Based on a new trial scheme in Ipswich,amended criteria now apply to categorise potholes for repair. The new system allows engineers to repair defects close to each other during the same visit, tackling smaller potholes before they can expand. Continue to report all defects and drainage problems via the County Council web site - <https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/potholes/report-a-pothole/>

**DISTRICT COUNCILLOR BURN’S OCTOBER 2019 REPORT**

**BABERGH DISTRICT COUNCIL PROPOSED NAME CHANGE**

At a specially convened meeting on 22 October, members of Babergh District Council, which has been in existence since 1974, will decide whether to change the name to South Suffolk Council, based on the view that very few people outside the district know where it is or even how to pronounce it. Two-thirds of the councillors must approve for the change to take place. It must be decided soon to enable the legal processes to take place in time for the new name to appear on the 2020/21 council tax bills.

**BOTESDALE HEALTH CENTRE EXTENSION**

A £0.5 million extension to the Botesdale Health Centre was officially opened on 9 September. The number of patients registered there is expected to rise from the present 9,000 to 12,000 over the next 5 years. The extension provides four new consulting rooms, a triage room and a training/meeting room. Nearly £100,000 of the total cost was provided from Community Infrastructure Levy funds collected from developments in the District.

**STOWMARKET MIDDLE SCHOOL HOUSING DEVELOPMENT**

At a Development Control Committee meeting on 18 September, permission was granted for 38 affordable homes to be built on the site of the Middle School in Stowmarket that has laid empty since it closed in 2015. The mix will comprise 6 one-bed apartments, 8 two-bed flats, 14 two-bed houses. 8 three-bed houses and 2 four-bed houses.

**NEEDHAM LAKE VISITOR CENTRE PLANS**

Plans for a new £600,000 visitor centre and café at Needham Lake will be on view at a public drop-in on this coming Thursday, 10 October, 4pm – 7pm in the Burton Room at Needham Market Community Centre in School Street. According to *Visit England* Needham Lake was the most visited free attraction in the East of England in 2018. The Council is now looking for a high quality, innovative tenant to manage the new facility.

Councillor Hawes asked about the Community Infrastructure Fund and if it could be used to pay for a footpath from Yaxley to Eye and is referred to in the Eye Airfield Development Framework document February 2013. He will investigate further. **Action: Councillor Hawes.**

1. Correspondence received.
* Various documents from SALC.
* Emails from Community Action Suffolk.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Clerks and Councils Direct.
* Confirmation of receipt of representation on Local Plan.
* Comments by a group including Eye Town Council, Stradbroke Parish Council and other Parish Councils about the planning applications for the Chicken Processing Plant.
* Crime Reporting.
* Palgrave Energy Event.
* Update on the A140 Improvement Works.
* Stop and Search 2019 Meeting.
* County Council Listening Event.
* Publication of MSDC Five Year Housing Land Supply.
* CIL Position Statement.
* One Suffolk Update.
* PCC and Chief Public Meeting.
* Local Government Boundary Commission.
* Constable Country.
* There was a discussion of the Comments by a group including Eye Town Council, Stradbroke Parish Council and other Parish Councils about the planning applications for the Chicken Processing Plant. There is a suggestion that the building of the Plant has breached some planning regulations. Councillor Burn explained that a retrospective planning application can be unlawful but not illegal. He will investigate the situation further. **Action: Councillor Burn.**
1. Yaxley Allotments:
* Update on allotment gardens and tenancy agreement.
1. Report on the number of vacant plots.
	* It was agreed to accept the application for a plot from a person living in Thrandeston.
2. Allotment Rent 2019/2020.
	* + - It was agreed that the rent would remain at £30 per annum.
3. Update on the decision on the application to keep bees on an allotment plot.
	* + - The tenant has been in touch with a local landowner about moving the bees to his land.
			- The Chairman had met the tenant during a visit to the allotments.
4. Request to erect a greenhouse and to keep chickens on an allotment plot.
* The Parish Council agreed to the request to keep chickens on the allotment, but it wished to point out that it cannot take any responsibility for the chicken's safety or for their health. The latter is particularly relevant if any restrictions are placed on poultry during an outbreak of disease, e.g. 'bird flu'.
* Unused plots:
	+ Report on clearance of unused plots.
		- The area had been cut recently and therefore does not require a further cut this year.
1. Highway matters:
	1. Meeting with Highways:
		1. Pedestrians, including young children, using Mellis Road at peak times.
		* Nothing to report.
		1. Suffolk County Council Community Self Help Scheme.
		* There was criticism of the scheme in the minutes of a recent SALC meeting.
		1. Report on clearance of footpath of soil and vegetation from Thornham Road to Mellis Primary School.
		* The hedge has been cut back by volunteers and the Council thanked Councillor Laughlin and his family for their work. There has been an offer from Highways to provide Traffic Management while the soil is cleared. It was agreed to approach David Newcombe to carry out this work. **Action: The Clerk.**
		1. Access by Progress Power to the sub-station across the hardstand. Update.
		* Negotiations are continuing and the Clerk will contact the Land Agent for an update. **Action: The Clerk.**
		1. Church View/Old Ipswich Road.
		* There have been some repairs, but some areas are still hazardous to pedestrians. The Clerk will contact Highways again. **Action: The Clerk.**
		1. No Parking Area at the Junction of the Street and Eye Road.
		* This is progressing slowly.
2. Finances and financial report.
	1. Balances on Accounts: 27th September 2019.
		1. Current account: £4,471.52
		2. Deposit account: £5,586.72
		* Councillors noted the bank balances.
	2. Financial report and bank reconciliation.
		* Detailed accounts had been given to Councillors, which recorded all items of income and expenditure, and compared them to the budget. The spreadsheet also showed both as a percentage of the budget.
		* The accounts were to the date of this meeting and included a bank reconciliation.
		* There were no questions from Councillors.
	3. To authorise cheques for signature:

N.B. Cheque signatories to initial cheque stub and invoice.

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| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses | 101195 | £247.56 | LGA 1972 S112  |
| HMRC | PAYE | 101196 | £61.80 | LGA 1972 S112 |
| D Newcombe | Grass cutting – paid (August) |  | £220.00 | LGA 1972 S111 |
| D Newcombe | Grass cutting (September) | 101197 | £220.00 | LGA 1972 S111 |
| PH Hammond | Cutting vegetation at Cherry Tree Close | 101198 | £90.00 | LGA 1972 S111 |
| Stratton Glass | UPVC doors for the Community Centre. (Balance)  | 101199 | £2,070.00 | LGA 1972 S111 |
| British Legion | Wreath | 101200 | £30.00 | LGA 1972 S1121 |

* It was agreed by a majority of 8:1 that the payments listed above would be made, proposed by Councillor Wright and seconded by Councillor Fisher.
* It was agreed to again investigate online banking.
* It was agreed to make payments to Yaxley PCC and the Community Centre from the Recycling Income, proposed by Councillor Pawsey and seconded by Councillor Hawes. **Action: The Clerk.**
	1. Requests for financial support: None.
	2. Receipts:
		1. MSDC – Locality Budget Grant - £1,000.00
		2. MSDC – Precept and Recycling income: £2,954.19 (£2,625.00 and £329.19)
		3. HMRC – VAT Claim: £1,542.66
1. Yaxley Community Centre:
	1. Security of the car park.
* Councillor Laughlin made a proposal that the Parish Council should purchase a 3-metre gate, which will be erected at the entrance to the car park, and 2 posts at a cost of £215,25 + VAT. Following a discussion, it was agreed that these items should be purchased with a lock to secure the gate. **Action: Councillor Laughlin.**
* The Council thanked Councillor Laughlin for all his work on this matter.
* The Chairman has spoken to the householder who has access across the Community Centre car park about this proposal and it was agreed that the Clerk should write to him to confirm the arrangements. **Action: The Clerk.**
1. Registration of footpaths
* Nothing further to report.
1. Tree liabilities and risk assessment.
	1. Work on trees.
* It was agreed that the invoice £1,100.00 + VAT that has been submitted by Mr Bobby should be paid, proposed by Councillor Pawsey and seconded by Councillor A Luff.
1. Cranswick Chicken Factory Development
* Applications have been made to build chicken rearing sheds locally to supply the Cranswick plant. There will be a significant increase in lorry movements on local roads but there should not be any more than supplied the original site at Weybread.
* The greater efficiency in handling should mean there are no more lorry movements.
* Mid Suffolk District Council is plotting the location of the suppliers and Cranswick is looking for local suppliers.
1. Parish Council matters for publication in the Yaxley Messenger.
* Availability of allotments.
* The use of the mobile Post Office.
1. Eye Airfield:
* Nothing further to report.
1. Planning:
	1. Applications:
	2. Applications – no decisions to date:
		1. Proposal: Planning Application - Erection of accommodation block which includes 4no. letting rooms, staff overnight accommodation and staff facilities

Location:Land at The Bull Auberge, Ipswich Road, Yaxley, Suffolk

* + 1. Application for Planning Permission - DC/19/03564

Proposal: Planning Application. Erection of 3no dwellings and garages

Location: Conifers, Mellis Road, Yaxley, Eye Suffolk IP23 8DB

* + 1. Application for Planning Permission - Dc/19/03812
		2. Proposal: Planning Application - Construction of a freshwater tank, permeate tank, fuel tanks, water pumps and a water softener plant (Retention of).
		3. Application for Planning Permission - Dc/19/03771
		4. Application for Planning Permission - DC/19/03908
		5. Application for Planning Permission - DC/19/03841
		6. Application for Planning Permission - DC/19/03837
		7. Proposal: Planning Application - Erection of 2no detached dwellings with garages

Location: Land Off Cherry Tree Close, Yaxley, Eye, Suffolk IP23 8DH

* + 1. Application for Planning Permission - DC/19/02267

Proposal: Planning Application - Creation of a temporary access road between the A140 and Leys Lane, Yaxley for use during the construction of the Progress Power Limited Power Station

Location: Land Between A140 And Leys Lane, Yaxley, Suffolk

* + 1. Application for Planning Permission - DC/19/02268

Proposal: Planning Application - Partial realignment of approved high voltage cable route and installation of a new water pipeline in association with the Progress Power Limited Power Station.

Location: Land West of Leys Lane Yaxley and Land Between Leys Lane and Potash Lane Eye, In the Parishes of Yaxley And Eye

* + 1. Non-Material Amendment - Town and Country Planning Act 1990

Proposal: Non-material amendment to Householder Application DC/17/05749. Weatherboarding cladding to completed extension and part of existing building. Remaining parts of building to be rendered smooth.

Location: 15 Maple Close, Yaxley, Eye, Suffolk IP23 8DQ

* 1. Planning decisions:
		1. Approved:
			+ Application for Consent to Carry Out Works to Tree(S) Protected by a Tree Preservation Order - DC/19/03830

Proposal: Notification of Works to Trees Protected by a Preservation Order - T1 (Pine) - Remove overhanging branches.

Location: Well Cottage, Old Ipswich Road, Yaxley, Eye Suffolk IP23 8BX

* + 1. Refused: none.
		2. Discharge of Conditions: none
	1. Withdrawn: none.
	2. Appeal: none.
1. Play area:
	1. To receive Play Area Inspection Report.
		* + The litter bin has filled quite quickly, and the equipment is safe.
			+ The Council thanked Councillor Laughlin for his report.
			+ The Annual Report should be available at the next meeting. **Action: The Clerk.**
			+ A group of youths has been reported drinking in a corner by the Community Centre. The Chairman will report this to the Safer Neighbourhood Team. **Action: The Chairman.**
			+ Councillor Hall offered to take responsibility for the area for the next period.
2. Yaxley Cemetery:
	1. To consider inspection report - Councillor J Hawes.
* All is in order; the grass is recovering; the hedge is tidy, and the memorials are safe.
* There will be a burial in the week following this meeting.
1. Defibrillator and Bottle Bank.
	1. To receive a report on the defibrillator and the bottle bank.
* Paint is starting to lift on the defibrillator box but otherwise all is in order.
* There is a problem with broken glass by the bottle banks.
1. To receive Councillor’s reports.
	1. Councillor Luff – EPR.
* No meetings to report.
	1. SALC.
* Nothing to report.
	1. Councillor Moore - Yaxley Town Estates Fund.
* Nothing to report.
1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 20th November 2019.
	* + - Report fly tipping by the Fishing Lake. **Action: The Clerk.**

Meeting closed at 8:56 p.m.