**Minutes of the Meeting of Yaxley Parish Council held on 30th January 2019**

**at 7.30 p.m.**

**Present:**

Councillor A Luff Councillor I Luff Councillor M Fisher.

Councillor J Moore Councillors Hawes Councillor R Hall

District Councillor D Burn.

County Councillor J Fleming

P Freeman Parish Clerk.

No members of the public.

1. Apologies for Absence.

* Councillor Pawsey, Councillor Feaver and Councillor Wright

1. Councillor’s Declaration of Interests in Agenda Items.

* None.

1. Minutes of the Previous Meetings held on 19th December 2018.

* The minutes of previous meeting were agreed as a true record and were signed by the Chairman, proposed by Councillor Fisher and seconded by Councillor Hawes.

1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

* Make an application to the Locality Budget for the work on the Cemetery. **Action: Cllr Burn and The Clerk.** The Clerk had received an email from Councillor Burn, with the application form, on the day of this meeting.
* Obtain quotes to clear and tidy the allotments. **Action: The Clerk.**
* Contact Mr Kemp about a quote for work on the cemetery. **Action: The Clerk.** The Clerk will remind Mr Kemp
* Councillor Fleming will investigate financial support (£1,400) for the purchase of an additional SID. **Action: Cllr Fleming.** The Clerk will send the email with the invoice to Councillor Fleming.
* Contact Cabinet member for Highways – Mary Evans. **Action: The Clerk.** The Chairman thanked Councillor Fleming for arranging the visit of Councillor Evans to look at the problems with the roads in Yaxley.
* Contact the Yaxley Community Centre Committee about contributions by the Parish Council to projects. **Action: The Clerk.** Completed.
* Contact the Post Office for an update on the plan for visits to Yaxley by a Mobile Post Office. **Action: The Clerk.** Completed. There has been a delay in starting this service.
* Contact David Burn for an update on the land for sale at the junction of Castleton Way and the A140 and for clarification on the email from Tinkler’s Meadow Campaign Group. **Action: The Clerk.** Completed.
* Quotes for completing a tree risk assessment on Parish Council land. **Action: The Clerk.** The Clerk is still trying to find someone to carry out this work.
* Contact MSDC Traveller Liaison Officer for clarification on the encampment at the junction of Castleton Way and the A140. **Action: The Clerk.** Completed.
* Contact Mr Newcombe for a quote for the work he does on the cemetery et cetera. **Action: The Clerk.** Mr Newcombe agreed to continue the work at the same cost of £70 as charged in 2018
* Respond to the following planning applications: **Action: The Clerk.** Completed.
  + A140 Roundabouts and Link Road improvement scheme.
  + Application Number: DC/18/05291

Proposal: Full Planning Application - Erection of a single storey dwelling. Location: Land Adj Arch Haven, The Street, Yaxley, Eye Suffolk IP23 8BJ

* The Chairman will attend:
* Planning Appeal Reference: APP/W3520/W/18/3197538

Appeal by: Dover Farm Developments Ltd Proposal: Planning Application - Erection of 10 dwellings (including 6 affordable), 2 flats and 1 retail unit. Location: Land Off, Cherry Tree Close, Yaxley, Eye Suffolk IP23 8DH at 10:00 am on 9 January 2019 at Endeavour House, 8 Russell Road, Ipswich, Suffolk IP1 2BX. **Action: The Chairman.**

The Chairman had attended the appeal hearing and there were people from Cherry Tree Close there also. The Inspector visited Cherry Tree Close. Councillor Fleming clarified that it can take up to 4 weeks for a decision. The Chairman informed the hearing of the withdrawal of the bus service and this information had not previously been available.

1. Notification of any urgent business.

* None.

**Public Forum.**

Meeting closed at 7:48 p.m.

County Councillor Jessica Fleming:

[Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 twitter: @jesstfleming

**New Eye Library Opened on January 24th** -   Eye has bucked the trend by opening a modern new library on Cross Street replacing a previous 40-yr old building. The library has utilised a former highways office and has now been handed over to Suffolk Libraries.

**Highways** – A site visit took place on 24th January with the Cabinet Member for Highways Cllr Mary Evans, the Local Engagement Officer Luke Merton, and members of Yaxley and Thrandeston Parish Councils. Road defects in particular those affecting the National Cycle Route, parking around Mellis Primary School and the potential Yaxley Mellis footpath were viewed. Actions form the visit are being followed up.

**Castleton Way Traveler Site** – occupancy of this site and related actions are being coordinated by the Norfolk & Suffolk Gypsy and Traveller liaison service, local councils and the police.

**Great East Run Entries Open** - The 2019 event opened for entry on 7 January. It will take place on Sunday 22September 2019 and is expected to sell out quickly with over 2,000 people already registered. The run will follow the same route that it took in 2018, starting on Russell Road between Suffolk County Council and Ipswich Borough Council offices and finish at the Ipswich Town Football Club stadium. Full details [www.greatrun.org/great-east-run](http://www.greatrun.org/great-east-run)

Councillor Fleming made the following points:

* She had no additional information to pass on other than there would be an inspection of the caravans. The problem of dogs had been considered.
* Any problems should be reported to the police on 101.
* The scoping on the application for the roundabouts had begun.

District Councillor Burn.:

* The query about the land for sale on Eye Airfield was a legitimate sale but he did not know if it included the easement strip where the gas pipe runs. The area to be earmarked as a buffer zone was part of the fanciful plan between the village and development. He had spoken to the Planning Department and although the Eye Airfield Policy had been adopted as an aspirational document, it had no statutory weight, therefore a planning application can still be made. There was a meeting at the Oaksmere Hotel which put forward cycle routes and footpaths. A planning application was to be made and the original submission statement said it was employment land.

In response to a question about an email sent about local Green Space Policy:

* The policy of the group was to incorporate into the Local Plan mechanism which can protect open spaces. It has been considered by the Planning Policy Group and Councillor Burn was putting pressure on them to incorporate it. The open space does not necessarily have to give public access, but it can just be a green space. He advised there was nothing that the Parish Council needed to do.
* The Tree for Life had been very popular.
* The Joint Local Plans was submitted to the Council in January before going to Technical and was now delayed until June 2019.

1. Correspondence received.

* Various documents from SALC.
* Various emails from Suffolk Community Foundation.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Clerks and Councils Direct.
* The Local Councillor.
* Guide for Riparian Ownership in Suffolk .
* Mobile Post Office.
* Suffolk Trading Standards Weekly Bulletin.
* Freedom of Information request - cemetery charges.
* Council Building Control Service in Parish Magazine.
* Could you be Special?
* Suffolk Police and Crime Commissioner - Survey.
* Upcoming Funding Events.
* Reports of vehicle acting suspiciously.
* Suffolk Minerals and Waste Local Plan Notice of Submission.
* SMT Newsletter.
* Town and Parish Liaison Meeting.
* Mid Suffolk Draft Housing Land Supply Position Statement Consultation.
* Buckingham Palace Garden Party.
* Locality Meeting.
* Travellers encampment on the road junction of Yaxley/Eye on the A140.
* ‘Found in play area’.
* Serious road safety concerns regarding sugar beet lorries

1. Yaxley Allotments:

* Update on allotment gardens and tenancy agreement.

1. Report on the number of vacant plots: 25.

* Unused plots:
  + The Chairman will meet Mr Kemp to discuss a quote for clearing the unused plots. **Action: The Chairman**

1. Highway matters:
   1. Meeting with Highways:
      1. Pedestrians, including young children, using Mellis Road at peak times.
      2. Lorries on the road through Yaxley. Letter from residents.

* There had been a meeting with Councillor Evans, Cabinet Member for Highways at Suffolk County Council, to discuss the problem of parking at Mellis Primary School and the condition of roads within the village.
* He had been told that it was up to the parishes to come up with a proposal and one plan considered was to establish a car park in the wooded area close to the school. It would be difficult to park cars on the Common and it was important to find the best resolution to this problem.
* There was danger to pedestrians using the footpath from Yaxley to Mellis.
* Councillor Fleming asked that letters the Parish Council had received about lorries should be sent to her. **Action: The Clerk.**
* The following points will be considered:
  + A voluntary ban on lorries using the road through Yaxley as a shortcut to the A143.
  + A traffic monitoring survey.
  + Control of lorries involved with the work on the roundabout.

The Clerk will contact Mr Merton the local contact for Highways about these matters. **Action: The Clerk**.

* + 1. Report on meeting with Thrandeston Parish Council, Cllrs Fleming and Evans. See above.
    2. Access by Progress Power to the sub-station across the hardstand. Email from Durrants,

The Chairman clarified the current position:

* No permission had been granted in the discussions with Durrants.
* The proposal from Progress Power was for access across the central part of the hard stand.
* Mr Hammond and Mr Jacobs have no objection to the plan.
* Apparently, Drax would save £200,000 on this plan and the Parish Council would be recompensed and the agreement will be handled by an agent.
* It was agreed to open negotiations to allow the flow of lorries and this would be a temporary arrangement. The advantage would be that it will reduce the danger to traffic on the A140.
* It was agreed that negotiations should be opened, proposed by Councillor Hall and seconded by Councillor Hawes.
* There was a discussion of possible agents that the Parish Council could use, and it was agreed to contact Lacy Scott and Knights, proposed by Councillor Moore and seconded by Councillor A Luff. Councillor Moore bought contact the Clerk with the contact details of a person that the Parish Council could use. Action: Councillor Moore.
* Apparently Drax was already negotiating with Kier and Suffolk County Council about the storage of the road repair materials on the hardstand.

1. Finances and financial report.
   1. Balances on Accounts: 28th December 2018.
      1. Current account: £2,457.75.
      2. Deposit account: £5,581.16

* Councillors noted the account balances.
  1. 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 for both accounts.
     + There were no questions from Councillors.
  2. To authorise cheques for signature:

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses | 101163 | £257.79 | LGA 1972 S112 |
| P Freeman | Clerk’s Expenses for using home as an office | 101163 | £75.00 | LGA 1972 S112 |
| HMRC | PAYE | 101164 | £63.20 | LGA 1972 S112 |
| Yaxley Community Centre | Donation towards cost of replacement doors | 101165 | £300.00 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Hawes and seconded by Councillor Hall.
  1. Review of fees for advertising sign, rights of way and use of the hard stand for storage:
     1. Workwear.
     2. Kier Integrated Services.

Following a discussion it was agreed to keep the fees as for 2018, proposed by Councillor Moore and seconded by Councillor Hawes.

* + 1. Ms O’Shea and Mr Bull – already paid.
  1. Requests for financial support: Red Cross - it was agreed that no nation should be made.
  2. Receipts:
     1. Various – allotment fees: £150.00.

1. Yaxley Community Centre:

* Councillors Hawes and Fisher agreed to join the Community Centre Working Party.

1. Local Green Spaces policy

* See above.

1. Emails to Parish Councillors.

* It was agreed to keep the current practice of the Parish Council.

1. Tree liabilities and risk assessment.

* The Clerk has not been able to find someone to carry out the risk assessments. He will continue to look for a contractor. **Action: The Clerk.**

1. Mobile Post Office.

* There has been a delay in implementing this facility.

1. Parish Council matters for publication in the Yaxley Messenger.

* The view from the Chairman will include information about the letters about traffic through the village and the traveller encampment.

1. Eye Airfield:
   1. Encampment on Eye Airfield.

* There was nothing further to report
  1. Land for sale at the junction of Castleton Way and the A140.
* See above.
  1. Light pollution from the chicken processing factory construction site.
* It was agreed to make a formal complaint to Environmental Health at Mid Suffolk District Council about the impact of the lights during construction on local people and drivers on Castleton Way. **Action: The Clerk.**

1. Planning:
   1. Applications:
      1. Planning Ref: SCC/0110/18MS

Proposal: Eye Airfield junction improvements incorporating a link road tying into the A140 and B1077 including 2 new roundabouts, road improvement measures and associated works.

Location: Eye Airfield and land adjoining the A140 Roundabouts and Link Road improvement scheme.

The Parish Council agreed the following:

Yaxley Parish Council welcomes the proposal for Eye Airfield junction improvements and asks that in addition to the comments made earlier and are shown below the Council has agreed these comments:

1. The areas designated as compounds should be secure to ensure that no unauthorised encampments are established on them.
2. Following a discussion it was agreed that an underpass, which was suggested below, would be inappropriate and the only possible course of action is to build a bridge for cyclists and pedestrians to cross the A140 at the southern roundabout.
3. The proposed northern route for the cycle path would be more hazardous than a southern route and therefore the Parish Council asks that it should be established as a southern route.
4. If the current plan for a traffic island is implemented, then it will require Armco protection for cyclists and pedestrians.
5. A footpath should be built from the junction of Castleton Way with the new roundabout on the A140 to allow pedestrians to walk to Hartismere School and to Eye.
6. Instructions should be given to lorries bringing materials to the site that they should not use the road through Yaxley to access the A143. The Parish Council believes that there will be a substantial increase in traffic through the village as a result of this work and this should be considered by those involved in the construction of the roundabout.
   1. Applications – no decisions to date:
      1. Application Number: DC/18/05291

Proposal: Full Planning Application -Erection of a single storey dwelling. Location: Land Adj Arch Haven, The Street, Yaxley, Eye Suffolk IP23 8BJ

* + 1. Various Applications for Progress Power Station listed previously.
  1. Planning decisions:
     1. Approved:
        + Various applications for progress Power station:
          - Alternative Temporary Construction Access - Substation: request for an Environmental Impact Assessment.
     2. Refused:
     + Application Number: DC/18/04944

Proposal: Full 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. Discharge of Conditions: none
  1. Withdrawn: none.
  2. Appeal by:
     1. Planning Appeal Reference: APP/W3520/W/18/3197538

Appeal by: Dover Farm Developments Ltd Proposal: Planning Application - Erection of 10 dwellings (including 6 affordable), 2 flats and 1 retail unit. Location: Land Off, Cherry Tree Close, Yaxley, Eye Suffolk IP23 8DH at 10:00 am on 9 January 2019 at Endeavour House, 8 Russell Road, Ipswich, Suffolk IP1 2BX

* See above.

1. Play area:
   1. To receive Play Area Inspection Report.

* The Council thanked Councillor Fisher for her work inspecting the play area.

She reported:

* More canisters had been discovered on the play area.
* It was currently being well used.
* There were no problems and she had emptied the bin.
* Councillor A Luff offered to take responsibility for monitoring the play area until the next meeting. Action: Councillor A Luff.
  1. Annual Play Inspection Report.
* Nothing to report.

1. Yaxley Cemetery:
   1. To consider inspection report - Councillor J Hawes.

* All was in order and the memorials were safe. Although one memorial was not bedded properly but there was no risk of it falling over.
  1. Quotation for work on the cemetery.
* Nothing to report.

1. To receive Councillor’s reports.
   1. Councillor Luff – EPR.
   2. SALC.
   3. Councillor Moore - Yaxley Town Estates Fund.

* There was 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 13th March 2019.

* 2 x PCSO had been funded by Mid Suffolk District Council and they will report through Ward members.

Meeting closed at 9:30 p.m.