

## LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Meeting held on Monday 9<sup>th</sup> April 2018  
at the Methodist Church Chapel commencing at 7:00pm

### **Present**

Councillors E Morley (Chairman), P Gyte (Vice-Chair), W Newman, J Hastings, C Lucas, T Whitehand, H Brown, R Norman, J Gentle, Clare Shimmon (Clerk) and 3 members of the public.

### **1 Apologies for Absence**

Sqdn Ldr Neild and Cllr Frost.

Members accepted the apologies for absence.

### **2 Declaration of Interest**

Cllr Gyte - Lakenheath Good Neighbours and Lakenheath Consolidated Charities

Cllr Newman - Lakenheath News

Cllr Hastings - Lakenheath Keep Fit & Curling Clubs

Cllr Lucas - Sutton Services Ltd & Lakenheath Playingfield Committee (Elveden Farms)

Cllr Whitehand - Lakenheath Junior Youth Club, Lakenheath Carnival and Lakenheath Playingfield Assoc.

Cllr Norman - Village Hall

Cllr Brown – Lakenheath Youth FC Treasurer & Lakenheath Heritage Group

### **3 Police Matters**

Cllr Gyte proposed and Cllr brown seconded, following last month's representation from a parishioner, that Inspector Mark Shipton is contacted regarding concerns about illegal and inconsiderate parking in the High Street. All agreed.

Cllr Gentle asked if an update could also be obtained regarding the raid on Lloyds Bank.

### **4 Confirmation of Minutes of Meeting held on 5<sup>th</sup> March 2018**

It was proposed and seconded that the Minutes of the Council meeting on 8<sup>th</sup> March 2018 were signed as an accurate record of the meeting. All agreed.

### **5 Representations from Members of the Public**

There were none.

### **6 Reports & Questions-**

#### **(a) RAF Commander Lakenheath**

There were none.

#### **(b) Forest Heath District Council**

Reports were received from Cllr Frost and Sue Cook, Interim Chief Executive for Suffolk County Council regarding highways.

Councillors agreed that potholes and road markings in the village are of concern.

Questions were raised over public footpaths and Cllr Brown confirmed that the new developments in the north of the village would be served by a pedestrian crossing from Woodlands into Rabbithill.

Cllr Whitehand proposed and it was seconded to contact Cllr Frost and Cllr Noble again regarding the lines on the High Street around the Brendan Fulham Centre. All agreed.

**(c) Suffolk County Council to include White Lines on High Street and Street Lighting in Avenue Road**

A report was received from Suffolk County Council regarding an issue with street lighting raised by a resident in Avenue Road.

It was agreed that one of the units referred to was originally put in to deter youths congregating on the footpath. It is the first complaint received from a resident in Avenue Road concerning light in rooms. Leaves are now coming back to the trees and black out curtains would help. Cllr Lucas proposed and Cllr Gyte seconded contacting the resident to advise that experts have given their advice and that shading the lights is not recommended. The lights will remain on. All agreed.

**(d) Responses in connection to Lakenheath New Town**

A response from Matthew Hancock MP had been received confirming that the USAF have no plans to leave RAF Lakenheath. Unfortunately no response has been received from George Freeman MP.

**7 Planning Matters:-**

**(a) To receive report from Planning Committee**

**(b) To consider any other outstanding applications/matters/including Lakenheath Hall**

Representations made in support by the planning sub-committee:

1. DC/18/0180/HH - Householder Planning Application - Side extension - 65 Caudle Avenue Lakenheath
2. DC/18/0355/HH -Householder Planning Application - (i) Single storey extension to front elevation; (ii) single storey extension to rear elevation and (iii) replacement garage following demolition of existing garage - 82 Undley Common Lakenheath Suffolk IP27 9BZ
3. DC/18/0347/HH - Householder Planning Application - (i) Rebuild gable wall (south elevation) and (ii) two storey side extension (west elevation) - Elm Cottage 23 Back Street Lakenheath – in this case with conditions.
4. DC/18/0422/HH - Householder Planning Application - (i) Single storey side extension (ii) Rear Orange - 4 Cross Lane Close Lakenheath
5. DC/17/2628/FUL – Planning application – 1 no. dwelling and garage following demolition of existing bungalow and garage – 15a Back Street, Lakenheath

Representations made to object by the planning sub-committee:

1. DC/18/2046/FUL - Planning Application - New access road for proposed Primary School - Land off Station Road Station Road Lakenheath IP27 9JL for various reasons the first being that it is premature bearing in mind that there is not yet consent for the school. As a standalone application insufficient information is provided. Concern is if the major cases are not eventually granted permission and the road way is provided it will be very strange in the context of agricultural fields.
2. DC/18/0456/EIASC - EIA Screening Opinion under Regulation 5 (1) of the Environmental Impact Assessment Regulations 2011 on the matter of whether or not the proposed development is considered that there are likely significant environmental impacts for which an Environmental Statement would be required - on the matter of Development as per tables 3 and 4 of the submitted EIA Screening report - RAF Lakenheath, Brandon Road, Lakenheath – Although not in Lakenheath, the planning sub-committee were made aware of its existence. FHDC responded that in their view it was not necessary to provide an EIA screening assessment. The planning subcommittee disagree on the basis of noise and will apply to the secretary of state for the decision to be overturned. This will be all part and parcel of arguments on aircraft noise effecting the new major developments.
3. Suffolk County Council SCC/0021/18 – Phased delivery of a 420-place primary school, pre-school, associated hard and soft landscaping work and creation of new access off existing road. First phase to be delivery of 210 places school – Lakenheath new primary school, Station Road. This case is currently out for consultation which ends 15<sup>th</sup> April, 2018. The planning sub-committee will be submitting representations indicating objections on behalf of the Parish Council this week. The paperwork is freely available on their website you will see the mammoth task the subcommittee were placed with in considering all the submissions. One report alone was 641 pages.

**Enforcement:**

The Illuminated sign which appeared outside 62 High Street, Kings, without consent was reported to enforcement. No update available at present.

Secondly, planning enforcement continue to be pressurised in relation to the inappropriate signage at 74 High Street, opposite the Church, as this has now been ongoing for nearly 2 years.

## Major developments

Formal approval notices are still awaited where the Planners are mindful of granting consent. In the meantime, the planning sub-committee are in correspondence with the Defence Infrastructure Organisation who are hiding behind "classified information" in not providing detail requested. A freedom of information request has been submitted to obtain the data used for the noise modelling in relation to the major sites. This information is required if the Parish Council eventually pursues JR.

An email was sent out to all councillors on 24<sup>th</sup> March requesting permission to continue to employ our noise specialists for another job as the budget for professional fees would be exceeded. A response was received from every Councillor, bar 1, to continue the battle. Unfortunately, when the proposed school paperwork was received it included far more reading than was originally expected. With the additional information received from the DIO it looks likely that the fee will now amount to £2500 which has been capped by the consultant. The planning sub-committee are conscious of costs expended but at this stage do not wish to lose momentum.

Cllr Brown proposed and Cllr Gentle seconded to continue spending this money which will include the necessary work for the EIA screening in relation to the intensification of RAF Lakenheath and preparation of a report for Suffolk County Council in relation to the noise assessments. All agreed.

Cllr Lucas proposed and was seconded to report to SCC how difficult it has been to use their website and open documents when viewing the school proposal. All agreed.

## Tesco Site

The current owner of the site has now prepared a concept plan showing his proposals for the site. There will be an open meeting arranged by the developer to inform and answer questions from the public on Wednesday 18th April between 4 and 6:30pm. The plans are in the High Street on display for anyone interested.

There followed discussion about the proposals for the old Tesco Site.

## 8 Lakenheath Cemetery

### (a) To receive a Cemetery Report

It was confirmed that the cemetery was looking good.

### (b) To Confirm Grant of Exclusive Right of Burial

There was one new application. It was proposed and seconded to grant. All agreed.

## 9 Financial Matters including:-

### (a) Payments of Accounts

It was proposed and seconded to authorise the signing of cheques for payments previously agreed. All agreed.

Cheque	Payee	Description of supply	Amount
D/D + 3876 to 3879	Staff	March Salaries, Income Tax, NI & Pension	£4,311.83
3880	Lakenheath Peace Memorial Hall	Parish Office - Quarter Four Rent	£601.63
3881	K N Cooke	Repairs to Play Area Toilets	£85.50
3882	Suffolk Association of Local Councils	Councillor Training	£432.00
3883	Sunrise Services (East Anglia) Ltd	Cleaning Public Toilets - January & February 2018	£408.00
3884	Anglian Water Business Ltd (National)	Public Conveniences - Wings Road	£138.12
3885	Clare Shimmon	Reimbursement - Mileage, Stationary, Cemetery Chapel Electricity, Centenarian Gifts, Polycarbonate for Play Area Toilets & Postage	£476.28
3886	County Graphics (Norfolk) Ltd	Lakenheath Times - February & March Editions	£900.00
3887	Richard Buxton	Planning Services	£5874.54
3888	BT Payment Services	Parish Office Broadband & Telephone	£69.43
3889	Harry Stebbing Workshop	Cemetery Noticeboard	£1285.80
3890	Forest Heath District Council	Waste & Dog Bin Weekly Collections	£1582.88
3891	K C Flack	Repairs to Play Area Toilet Windows	£240.00
3892	JRT Electrical	Cottage - Install Bathroom Fan & Cooker Hood Vent	£240.00
3893	Anglian Water Business Ltd (National)	Cemetery - Water Charges	£238.60
3894	Lakenheath Peace Memorial Hall	Hire - Annual Parish Meeting	£32.00

### (b) Bank Reconciliation

A bank reconciliation for 28<sup>th</sup> February 2018 was presented. It was proposed and seconded to accept. All agreed.

10	<p><b>Press Officer</b></p> <p>There was long discussion regarding the appointment of a Parish Council Press Officer. It was agreed to continue making comment to the press with the Chairman copied in.</p> <p>Cllr Brown proposed the Chair of Committees make comment regarding issues relevant to them with the Parish Council Chairman referred to for all other matters.</p> <p>Cllr Hastings seconded to keep Cllr Brown as press officer for planning with the Chairman referred to for all other matters. All agreed.</p>
11	<p><b>Dog Fouling Campaign</b></p> <p>A number of sample Dog Fouling Notices had been received from Forest Heath District Council.</p> <p>It was suggested that shops could be asked to display posters in their windows.</p> <p>Cllr Lucas proposed and Cllr Gentle seconded the purchase of an additional 25 mixed boards at a cost of £162.50 +VAT. All agreed.</p> <p>It was suggested that all Members consider sites for the boards.</p>
12	<p><b>Village Spring Clean</b></p> <p>Cllr Frost reported that he would hopefully have a date for a village litter-pick within the next week or two.</p>
13	<p><b>Neighbourhood Watch</b></p> <p>There was long discussion regarding Neighbourhood Watch and how it is difficult to make it work without Police involvement and with only one co-ordinator for so many villages.</p> <p>Cllr Lucas proposed and Cllr Newman seconded that Neighbourhood Watch, with no main contact or police involvement, no longer seemed a solution. All agreed</p>
14	<p><b>S137 Grant Applications to include:- EACH</b></p> <p>Cllr brown proposed and was seconded to grant £250 to EACH. All agreed.</p> <p><i>The Chairman proposed to vary the agenda. All agreed.</i></p>
16	<p><b>General Data Protection Regulation</b></p> <p>Members were given a copy of changes to regulations. A checklist for compliance had been produced by NALC and was being worked through.</p>
17	<p><b>SpeedWatch / Speed Indicator Device</b></p> <p>Cllr Gyte gave an update on SpeedWatch and proposed spending a maximum of £200 from residual funds to purchase a tripod for and calibrate the Speed Gun. Seconded by Cllr Lucas and all agreed.</p> <p>Cllr Noble has agreed to fund £500 towards the cost of an additional SID with a total cost of £3,050.</p> <p>It was suggested to seek further grants. The Chairman proposed and was seconded that if no further grant funding was available, to proceed with the purchase of a second SID supported by Cllr Noble's £500 grant. All agreed.</p> <p><i>Cllr Gentle left the meeting.</i></p>
18	<p><b>Emergency Planning Update to include UK Power Networks</b></p> <p>Cllr Hastings gave an update on Emergency Planning. A backpack containing equipment had been donated by SCC and stored. An explanation had also been received from UK Networks regarding power failures. Cllr Hastings proposed and Cllr brown seconded an article in the Lakenheath Times giving residents information of the Priority Service. All agreed.</p>

19	<p><b>Battle's Over – A Nation's Tribute 11<sup>th</sup> November 2018 to include Beacon</b>  Cllr Gyte gave an update on plans for a day of tribute on 11<sup>th</sup> November.  Plans for a beacon were also discussed along with prices and possible suppliers. Community Action Suffolk have confirmed that the Parish Council or Playingfield Association's Public Liability Insurance would cover up to 500 people at an event with the beacon.</p> <p><i>In view of the time, the chairman proposed to suspend standing order 3(w). All agreed.</i></p>
20	<p><b>Village Sign Green</b>  Following a resolution passed in March 2017 to proceed with the transfer of land at the Village Sign Green, the execution of Deeds had been questioned.  Under s.14(3) of the Local Government Act 1972 a Parish Council does not have to have a seal. The Parish Council's Standing Orders state:  <b>Execution and sealing of legal deeds</b>  See also standing orders 15(b)(xii) and (xvii) above.  a     A legal deed shall not be executed on behalf of the council unless authorised by a resolution.  b     <b>Subject to standing order 22(a) above, any two councillors may sign, on behalf of the council, any deed required by law and the Proper Officer shall witness their signatures.</b>  It was proposed and seconded for the Chairman and Vice Chair to execute and sign the deed with the Proper Officer as witness to their signatures. All agreed.</p>
21	<p><b>Red Telephone Box - Outside Library on High Street</b>  Now that the weather is improving, renovation work to the red telephone box outside the library would start.  It was proposed and seconded that the Beavers take charge as soon as the work is completed. All agreed.</p>
22	<p><b>Items for Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Dog Fouling Campaign</li> <li>• Highway White Lines in High Street</li> <li>• Village Spring Clean</li> <li>• Battle's Over - A Nation's Tribute 11<sup>th</sup> November 2018 to include Beacon</li> </ul>
24	<p><b>To note date of next Meeting – Monday 14<sup>th</sup> May 2018 and Annual Parish Meeting – Monday 21<sup>st</sup> May 2018</b></p> <p><i>Members of the public were asked to leave the meeting.</i></p>
15	<p><b>Co-option</b>  It was proposed and seconded to hold an Extra-Ordinary meeting next week, inviting all four co-option applicants along to give a short presentation and answer questions from Councillors. Voting 6 in favour and 1 abstain.</p>
23	<p><b>Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency</b>  Cllr Norman gave an update on the Peace Memorial Hall.</p>
25	<p><b>Village Keeper*</b>  Scott Evans has accepted the position of Cemetery Caretaker / Village Keeper and would start work on 1<sup>st</sup> May 2018.</p> <p>Sign ..... Date .....</p> <p>CHAIRMAN</p> <p>Signed as confirmation that they are a true record.</p>