

MINUTES OF THE MEETING OF MARTLESHAM PARISH COUNCIL
HELD ON 3 FEBRUARY 2021 virtually via Zoom

PRESENT: Mr C Blundell, Mr D Boswell, Mr L Burrows (Vice Chairman), Mrs H Davey, Mr S Denton, Mrs J Hall, Mr M Irwin, Mrs R Jones, Mr M I O'Brien Baker, Mr E Thompson, Mr P Whitby, Mr M Williamson (Chairman).

County Councillors: Patricia O'Brien & Caroline Page; District Councillor: Kay Yule

In attendance: Mrs S Robertson (Clerk)

1. Apologies: Mr R Staines

2. Interests

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-pecuniary interests (LNPI): None declared.

3. Filling two Parish Councillor vacancies Consider co-option - ongoing.

4. Appointments to Committees, Working Groups and any other representation

RESOLUTION C2021/2a: To appoint Mr Chris Blundell to the Recreation & Amenities Committee.

Agreed.

5. Minutes of Parish Council Meeting 20.01.21 CP - Minutes

The minutes were approved. The Chairman signed the minutes as correct and showed his signature to the PC via the camera on his computer. **Agreed.**

6. Actions from last meeting Completed or on the agenda.

7. PUBLIC FORUM

7.1 Police Report: SALC Forum on ASB 12.11.20 & virtual Tasking Group meeting on 13.01.21 CR1, Forum CP & any minutes

Ms Jones reported that the SALC Forum was excellent. Police resources are improving with a hope that there will be more police 'on the beat'; cybercrime is however a major issue. It was highlighted that everyone needs to report issues with speeding, anti-social behaviour etc on-line or by phoning 101. The main criticism that was voiced was the lack of feedback to the public, noting that people are more motivated if they receive a response. Ms Jones also reported ASB issues at the Recreation Ground with which she & the Martlesham Wombles have been dealing. She is reporting this & sending in evidence on an ongoing basis.

Action: Details of how to report issues to the Police to be pinned to the MPC facebook page. **Clerk** to instruct Council Officer.

7.2 Reports from District Councillors including a special report by Cllr Blundell

Cllr Blundell had been to a briefing on 02 February but, due to the embargo on the report, he was unable to update the Council as expected. Everyone was encouraged to join the Suffolk County Council (SCC) briefing on Fri 05 February which would include town & parish councils.

Cllr Thompson had attended various meetings including training events.

Cllr Yule reported that the number of rapid test centres for coronavirus is being increased, alongside the continuing rollout of the vaccination programme. She highlighted that government legislation allowing virtual meetings runs out on 07 May 2021.

Cllr Yule also reported that a new bus service linking Framlingham and Wickham Market with the Campsea Ashe train station has been introduced, operating with two 8-seater electric wheelchair friendly vehicles. There are now two electric vehicle charging points at the station.

7.3 Reports from County Councillors CPs – Cllr O'Brien's report for Jan & Feb, Cllr Page's report for Feb. Reports were noted.

Cllr O'Brien reported on a scheme developed with the Creative Computing Club seeking laptop donations in order to wipe and assess them before distributing them to schools/families in need. She also reported that the Foxhall recycling site is being redeveloped; the steps will be removed making access to the recycling bins much easier. Work is expected to be completed by late 2022.

Cllr O'Brien is standing down in May after 20 years as a county councillor. She was congratulated on her long service.

Cllr Page apologised for the lateness of her report. She was pleased to see that the rollout of the vaccination in Suffolk was going well however she was raising concern about the impact on carers with regard to the vaccination strategy. Carers, who are looking after or supporting loved ones at home, are having to wait for the vaccine depending on their age.

Cllr Page was also calling for bus passes to be reinstated on community link buses as they take the place of scheduled services. There was some discussion on the future of bus services.

Cllrs O'Brien & Page left the meeting.

7.4 To allow members of the public to address business on the agenda

No issues raised.

7.5 Any issues raised by the public – none.

8. Financial Matters

8.1 Cheques signed between meetings CP circulated previously via email

RESOLUTION C2021/2b: To ratify payments of cheques signed between meetings (filed in the office together with minutes). Agreed.

8.2 Any pending expenditure transactions CP circulated previously via email

RESOLUTION C2021/2c: To pay all pending expenditure transactions (filed in the office together with minutes). Agreed.

RESOLUTION C2021/2d: To agree that the pending expenditure transactions report for February 2021 can be signed by the Chairman and the Clerk outside of the meeting at a later date. Agreed.

8.3 Income & expenditure to date CP sent via e-mail and a hard copy filed in the office together with these minutes. Noted.

8.4 Mandate changes & internet banking – ongoing Noted.

9. TO CONSIDER REPORTS & RECOMMENDATIONS FROM COMMITTEES & WORKING GROUPS

9.1 Recreation & Amenities Committee 13.01.21 CP - Minutes

The minutes were approved and signed as correct by the Chairman. Agreed.

DECISIONS R2021/1a - R2021/1j were noted.

The following recommendations were considered:

RECOMMENDATION R2021/1a: To consider using CIL reserves for play equipment maintenance if R&AC budgets are overspent.

RESOLUTION C2021/2e: To approve Recommendation R2021/1a - to consider using CIL reserves for play equipment maintenance if R&AC budgets are overspent. Unanimously agreed.

RECOMMENDATION R2021/1b: To agree that the Terms of Reference for the R&AC are amended as follows [amendment - an additional bullet point g) highlighted in red].

RECREATION & AMENITIES COMMITTEE TERMS OF REFERENCE

To review any matters on footpaths, planting and recreational facilities and in acting on these reviews, recommend undertaking one of the following: -

- a) To prepare plans and budgets for recommendation to the Parish Council and to prepare, let and administer contracts within agreed plans and budget.
- b) Authorised to make payments within their budget limit.
- c) Instigate work on a voluntary basis, or a partly or fully Parish Council funded basis, eg Inspections etc.
- d) Establish working groups as necessary.
- e) Liasing with working groups e.g. Portal Woodland Conservation Group etc, on their work and manage their budget administration.
- f) Note and file if needed or pass on and follow up the matter with another party.
- g) **Liaise with principal authorities and stakeholder groups.**

The Recreation & Amenities Committee is delegated to manage the Recreation Ground for the Recreation Ground Trust.

RESOLUTION C2021/2f: To approve Recommendation R2021/1b that the R&AC Terms of Reference are amended to include an additional bullet point:

- g) Liasing with principal authorities and stakeholder groups. **Agreed.**

It was clarified that liaison takes place through the Clerk.

9.2 Sports Fund Working Group update on projects CR3 Noted

9.3 Martlesham Climate Action: meeting on 14.12.20 Meeting minutes – noted.

The next meeting takes place on 15 February 2021.

9.4 Community Orchard Working Group (COWG) verbal update

Mr Irwin reported that work on the water supply is progressing with contractors. The next phase is scheduled for Autumn 2021. Thanks go to Martlesham in Bloom for the planting scheme. The Memorandum of Understanding (MOU) is being negotiated with MHHL, with only one matter outstanding.

10. Clerk's report & correspondence

10.1 Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014 Ratify decisions taken in the exceptional circumstances of the COVID-19 crisis

RESOLUTION C2021/2g: To ratify the Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014. (Report filed in the office together with these minutes.) **Agreed.**

10.2 Report re Defibrillator on Black Tiles PH

The Council Officer's report had been circulated and it was noted that training is to take place when safe to do so. The Council Officer was thanked for the work done on this.

10.3 Highways licence for planting in Carol Avenue, Martlesham CR4 Noted.

10.4 NALC Coronavirus update on remote meetings CR5 Noted.

Action: Clerk to write formally to Martlesham MPs, cc SALC, requesting that legislation on virtual meetings is extended beyond 07 May 2021 as many councils may not yet be comfortable holding face-to-face meetings and may face challenges with regard to providing adequate space to enable social distancing. **Agreed.**

11. Development in Martlesham

11.1 DC/20/1036/FUL - Retirement Apartments, Eagle Way, Martlesham Heath – meeting with planners & ESC Case Officer on 25.01.21 CR6 Noted.

Mr Denton provided an update on a site meeting with MHHL and a detailed telephone conversation with SCC Highways. The application will be discussed in full at the DETC meeting on 10 February 2021.

12.2 Other significant planning applications, e.g. Brightwell Lakes, Suffolk Constabulary HQ

No update had been received.

12. Consultations

12.1 SCC Suffolk Design: Streets Guide – deadline 10 February 2021 Consider whether to respond to the survey & if so, how? CR7 & CPs

This is a lengthy document. It was agreed that there was insufficient time to agree a Council led response. The questionnaire is solely online, adding a further complication.

Action: Councillors to submit individual responses in a private capacity & to inform the Clerk when they have done so. Agreed.

12.2 Sizewell C: representation at the Public Examination Consider whether to appoint representatives or respond in writing alone CR8

No representatives came forward at the meeting.

Actions: 1. Raise at the Martlesham Climate Action meeting on 15 February 2021. 2. Wait until further information received; in the meantime, councillors to consider whether they can commit time to representing the PC at the Public Examination, noting that it must be the Council's views that they put forward. Agreed.

12.3 Briefing on a public consultation about improvements to the A12 between the A14 'Seven Hills' and the A1152 Woods Lane CR9 Noted & to be included on DET Committee's February agenda. Councillors were encouraged to attend.

Cllr Yule left the meeting.

13. **Recreation Ground Trust** (the Parish Council acts as sole trustee in the interests of the Trust): to consider any matters other than those within the remit of the Recreation & Amenities Committee

13.1 Finance Report CP – noted.

13.2 Kronji's Piece & Recreation Ground Steering Group January consultation

Mr Irwin reported that he had started analysing the responses. Nearly 60 responses had been received in total with thoughtful good ideas & the vast majority coming from the IP12 area. There was mostly support for the proposals put forward although some felt that money would be better spent on young people. The biggest demand was for the continued use of the football pitch as a dog area. However, it was disappointing that no response at all had been received to question 8 asking for dog owners to help with dog management. It was noted that the question may have been too broad, making it difficult for people to volunteer.

13.3 Meeting with Bowls Club representatives re land registration; request for deeds CR10 Noted.

RESOLUTION C2021/2h: To suspend Standing Order 3w to complete all business on the agenda. Agreed.

15. Reports from representatives

Mr Boswell, as the PC's MHHL representative, reported that the Control Tower had been vandalised again with windows broken. CCTV is being considered. There was brief discussion on a bench for the North Green; the Rotary Club offered a refurbished seat to MHHL, but this has been on hold due to the pandemic.

15. Items for Martlesham newsletters/Facebook/website

15.1 Contributions/what has this meeting achieved?

ASB reporting for facebook, Recreation Ground results being analysed, thanks to those who responded, and advertise the A12 scheme consultation widely.

There being no further business the meeting was closed at 9.42pm.

M. Williamson

Chairman, 03 March 2021