



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at Mutford Village Hall on Monday 5th March 2018 Commencing at 7pm

140/17 Present

Cllrs. Martin Warnes, David Greenacre, Theresa Robinson, Paul Randle, Neil Glendinning (vice chairman), Shirley Cole, J. Armstrong (Clerk), 2 members of the public

141/17 Apologies for absence

Cllr. Carl O'Brien CBE, WDC Cllr Kevin Springall, SCC Cllr David Ritchie

142/17 Chair

In the absence of the Chairman Cllr Glendinning the Vice Chairman took the Chair.

143/17 Declarations of Interest

None

144/17 Minutes of the meeting of 5th February 2018

It was proposed by Cllr Warnes, seconded Cllr Greenacre that the minutes of the meeting of 5th February 2018 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

145/17 Matters arising not otherwise on the agenda

There were no matters arising not otherwise on the agenda

The meeting was adjourned for questions and comments from the public and reports.

146/17 Questions and comments from the public

None

147/17 SCC Report

There was no SCC report

148/17 WDC Report

There was no WDC report

149/17 Police Report

There were no recorded crimes in the Parish during January 2018

The meeting was re-opened by the Chairman

150/17 Correspondence

Letters/emails were received from

Signed Chairman _____ Clerk _____ Date _____

Beccles Town Council seeking support for the save our records office campaign. Following discussion, it was agreed to send a letter of support for Beccles Town Council.

SALC re SCC Highways request for transfer of services. The clerk reported on the services available. Council agreed not to make a request for any of the services

SALC re date of next area meeting 15th March Beccles Town Hall

SALC with details of the GDPR toolkit further details will be available later. The clerk reported that the item will be added to the next agenda

151/17 Finance

151/17/1 On a proposition by Cllr Warnes seconded Cllr Robinson members confirmed the following payments

Clerk's pay for Jan/Mar £312.00 payee J Armstrong cheque number 000181

PAYE on clerk's pay for Jan/Mar £78.00 payee HMRC cheque number 000182

Playground maintenance and bin emptying December/January £40.00 payee Robin Mills cheque number 000183

Batteries for speed sign £74.51 payee Five Star Batteries cheque number 000184

151/17/2 Account balances

The clerk reported that the latest bank statement had yet to be received. Balances would be reported when the statement is received.

151/17/3 Review of Financial Risk Assessment

The clerk presented the Financial Risk Assessment for review and reported that the current policy was still accurate. Following a full discussion Council agreed that the Financial Risk Assessment be adopted for 2018/19. The document was signed by the chairman

152/17 Planning

152/17/1 Planning Applications

DC/18/0543/FUL Retrospective Application Erection of screen bunding and extension of existing garden pond. Beulah Hall . Following discussion, it was agreed that Council had no objection to this application but that a condition be considered for the bund to be landscaped with a range of native shrubs and plants

DC/18/0542/FUL Erection of new boundary wall to property entrance. Beulah Hall.

Following discussion, it was agreed to object to this application and recommend that it be refused. Council was of the opinion that the proposed wall is totally out of keeping with the rural nature of the area and would be detrimental to the landscape.

DC/18/0673/OUT Outline application construction of a single new dwelling wit detached garage and the formation of a new vehicular access Manor Farm House Church Road Mutford for Mrs Tolliday. Following discussion, it was agreed to recommend refusal of the application. The Council considers that the site is in open countryside and is contrary to WDC's policy CS01 and does not meet the criteria of DM22 for infill. Serious concerns were expressed about the creation of access to Church Road and considers it to be dangerous as it is situated on a bend.

The Council was further concerned that there a number of inaccuracies in the accompanying planning statements that may influence the consideration of this application.

To confirm decision on DC/18/0587/FUL to add pitched roof and alter windows Roadside Farm Mutford Wood for Mr and Mrs Freeman. No objection.

152/17/2 Outcome of planning applications

DC/18/0145/FUL Construction of a rear and side extension with detached garage Brambles Hulver Road Mutford Beccles Suffolk NR34 7UL. WDC permitted with the Garage element removed.

153/17/3 Planning issues

Signed Chairman _____ Clerk _____ Date _____

The Clerk updated the current position DC/18/0102/COU | Retrospective Application
- Four additional mobile homes | Windy Acres Mutfordwood Lane Mutford Lowestoft
Suffolk NR33 8H an extension for consultation has been agreed until the 30th April.

152317 Data Protection Officer.

It was agreed to include the item on the agenda for the April Meeting

154/17 Neighbourhood Plan

NP Chairman Cllr Glendinning gave a brief summary of progress on the neighbourhood plan. The team are waiting for the first draft of the WDC Local Development Plan to compare development sites against the Neighbourhood Plan. The NP Team would like the draft plan to be discussed at the Annual Parish Meeting, this was considered by the council and it was agreed that the Draft Neighbourhood Plan would be the main focus of the APM. Possible dates were considered and it was agreed that Cllr Randle would find out what dates the hall is available around the 21st May.

Cllr Glendinning expressed his thanks to the project team for all their effort in developing the plan.

155/17 Any other business

155/17/1 Playground Report. Mr Mills reported that the equipment had been cleaned and there was now a need to source play bark for the playground. The clerk and Mr Mills will seek a suitable source as soon as possible.

155/17/2 Cllr Warnes on behalf of the PCC asked if Council would consider making a donation towards the repair of the wall at the east end of the cemetery. Cllr Glendinning asked Cllr Warnes if he would find out details of the project and possible costs for the next meeting.

156/17 Requests for items for the agenda of the next meeting

Data Protection Officer
Donation to the PCC

157/17 Date and time of next meeting.

The next meeting will be held on **Monday 9th April 2018 at Mutford Village Hall 7.00pm. (Date changed because of the Easter Bank Holiday)**

The meeting closed at 8.45pm.

Signed Chairman _____ Clerk _____ Date _____