

**MEETING OF RENDLESHAM PARISH COUNCIL  
HELD IN ROOM ONE, RENDLESHAM COMMUNITY CENTRE  
ON WEDNESDAY 5 JULY 2021 AT 7.30PM**

**MINUTES**

*In accordance with Standing Order No: 38 any matter relating to an employee shall not be considered until the Council or Committee has decided whether or not the public shall be excluded (See SO No: 67). Due to the nature of the business to be transacted the meeting, or parts of it, may be closed to the press and public.*

*Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue to conclude or defer the business in hand. In any event the meeting will last no longer than 2 hours 30 minutes.*

**Members:** Mike Stevenson (Chairman); Martyn Redfern (Vice Chairman);  
Douglas Burness; James Carter; Mike Parry;  
Victoria Proctor; Peter Wyartt; Ali Gibbs;  
Dave Moore; Steff Evans;

**Present:** Mike Stevenson (Chairman);  
Douglas Burness; James Carter; Mike Parry;  
Victoria Proctor; Dave Moore; Steff Evans;

**In Attendance:** Mrs Heelis – Parish Clerk.

It was **resolved** to remove masks during the meeting as sufficient social distancing was in place.

**PUBLIC FORUM – 15 minutes**

None.

- County Councillor Report – Cllr Nicoll thanked the Clerk for her help in arranging a meeting with the Forestry Commission regarding the ASB in Friday Street.

Planning matters – the Planning Committee at ESC have had a legal challenge re a decision on 55 homes behind Riduna Park and will be re-considering the decision. They have been encouraged to arrange a site visit. He believed that community and Highway representatives should be present.

Cllr Herring agreed with the requirement for site visits on larger applications.

Some matters are best appreciated by looking at the site.

Cllr Herring stated that there is a demand for housing and generally applications are approved. Consideration of the planning inspector need to be taken into account.

Cllr Nicoll reported that SCC are carrying out traffic surveys to look at some form of co-working to manage traffic and the cumulative effect.



- District Councillor Report – (attached)  
Cllr Herring highlighted; homelessness in rural villages and progress on giving homeless people a place to stay; improving recycling rates across the district and encouraging people to recycling, it was noted that Suffolk Coastal residents are good at recycling; staff are gradually returning to the offices, however, there may be some staff that continue to work at home.

The Council encouraged Cllr Herring to watch the 5.5 hour meeting and the disarray around the decision making process and the recording of conditions. It was also pointed out that the vote on 41 Knight Road had forgotten to include the condition.

Cllr Nicoll noted that the ESC Planning Committee were not schooled in planning matters.

The Council brought Ray Herring's attention to the lack of control of the meeting by the Chairman. Dave Moore also noted that the Chairman had cut him off half way through his speech.

Concern was expressed about the competence of ESC Planning Committee to make a suitable decision on the 2 major applications in Rendlesham.

Cllr Herring advised that he would watch the video of the meeting.

Cllr Herring and Cllr Nicoll left the meeting.

#### 1. **ACCEPTANCE OF APOLOGIES.**

To receive and accept apologies for absence.

Apologies received and accepted from Ali Gibbs (4 January 2021)

Peter Wyartt (medical reasons)

Martyn Redfern (unwell)

Steff Evans – absent

It was noted that Malcolm Booth had notified the Chairman and Clerk of his resignation.

#### 2. **MEMBERS' DECLARATION OF INTEREST AND REQUEST FOR DISPENSATION.**

To receive and record members' declaration of interest on any other matter on the agenda. None.

#### 3. **APPROVAL OF THE MINUTES OF THE MEETING HELD ON:**

a) Annual Parish Council meeting – 5 May 2021 – **Agreed.**

b) Ordinary Parish Council meeting – 5 May 2021 – **Agreed.**

#### 4. **REVIEW OF STANDING ORDERS**

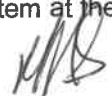
**Agreed** unanimously to adopt the revised Standing Orders.

#### 5. **REVIEW OF FINANCIAL REGULATIONS**

Deferred to the F&A Committee.

#### 6. **MEETINGS AND EVENTS**

A strategy for post Covid 19 – it was noted that the Council had responded to the call for evidence for continuation of remote meetings. It was **agreed** to revisit this item at the next meeting following the Government announcement on 19 July.



**7. RENDLESHAM COMMUNITY CENTRE**

Outcome of the Annual General Meeting – Mike Stevenson reported that the RCC AGM failed to elect the requisite number of trustees.

It was noted that the RCC were proposing to hold another AGM. Further discussion would be needed if the RCC were unable to fulfil the number of Trustees.

**Action:** Mike Stevenson to contact Roy Ince.

**8. REVIEW OF COMMITTEE TERMS OF REFERENCE**

- a) Planning Committee – **Agreed.**
- b) Finance & Asset Committee – **Agreed.**
- c) Rendlesham Youth Group – **Agreed.** **Action:** to produce an asset register.
- d) Jubilee Park Committee – **Agreed.**
- e) Personnel Committee – **Agreed.**

**Action:** Consistency in format.

**Action:** Add into Standing Orders that all Committees and Sub-Committee will be minuted.

**Action:** Focus on a committee a month in the magazine.

**Action:** Committee Chairman to write the article, with photos.

**9. ONLINE FILE SHARING**

Recommendation from the Personnel Committee

It was **agreed** unanimously to introduce an online filing system for sharing documents.

**Action:** Clerk to send out link to the folders to all Councillors.

**Action:** Dave Moore to forward a recommendation for a projector to the Clerk.

**Action:** Clerk to purchase a projector.

**10. FINANCE REPORT**

Noted.

**11. COMMITTEE REPORTS (to be taken as read)**

- a) Planning Committee – Martyn Redfern
- b) Finance & Asset Committee – Mike Stevenson
- c) Rendlesham Youth Group – Dave Moore
- d) Jubilee Park Committee – James Carter

**12. LAND TRANSFERS (Mike Stevenson)**

*Due to the nature of the business to be transacted this item, or parts of it, may be closed to the press and public.*

The meeting was closed to the Press and Public for the duration of this item.

Mike Stevenson reported that there was nothing further to report at this time.



**13. PARISH MATTERS FOR THE NEXT MEETING.**

To raise any matters for inclusion on the next full Council agenda.

- a) Review of One Drive
- b) Community Radio

**14. DATE OF NEXT MEETING: 6 September 2021**

Meeting closed at 21:40

SIGNED

A handwritten signature in black ink, appearing to be 'H. M.', written over a horizontal line.

DATED

6/9/21