

LAXFIELD PARISH COUNCIL MEETING
Monday 8 February 2021 at 7 30 pm (remotely through Zoom)

Councillors are duly summoned to attend the statutory meeting of the Parish Council to transact the business detailed below.



Karen Gregory, Parish Clerk

OPEN FORUM

- Due to these unprecedented circumstances and the meeting being held remotely, the public are invited to submit any item they wish to raise during the Open Forum prior to the meeting directly with the Parish Clerk. This should be done through email or telephone (contact details at the end of the agenda). If any member of the public would like to remotely join the meeting please let the Clerk know so that arrangements can be made
- To receive reports from district and county councillors.

AGENDA

1. Apologies and approval of absences

2. Declarations of interest

3. Parish Council membership

- a. 21/02/01 To note that an election notice has been placed on the website and noticeboard
- b. 21/02/02 To discuss applications to date for co-opted membership of Laxfield Parish Council (form previously circulated)

4. Approval of minutes

- a. 21/02/03 Approval of minutes from last full Parish Council meeting held on 11 January 2021

5. Planning

a. To note the following decisions made by Mid Suffolk District Council:

DC/20/05037 PLANNING PERMISSION REFUSED

Proposal: Householder Planning Application - Erection of front and side extension, erection of rear extension and installation of cladding (following demolition of single storey side and rear extensions)

Location: The Brambles, The Street, Laxfield, Woodbridge Suffolk IP13 8DZ

DC/20/05844 NO OBJECTIONS TO THE WORKS

Proposal: Application for Works to tree/s in a Conservation Area - Crown lift 1No Yew Tree, removing 3-4 of the trees lowest lateral branches, and 2No Cypress trees to be reduced in height by approx 1m.

Location: Lilac Cottage, The Street, Laxfield, Woodbridge Suffolk IP13 8DZ

DC/20/04760 PLANNING PERMISSION GRANTED

Proposal: Planning Application. Change of use of land from agricultural to domestic (garden extensions and provision of landscaping). Erection of shed, greenhouse and rainwater storage vessel.

Location: Land East Of Bickers Hill Road, Laxfield, Woodbridge, Suffolk IP13 8EZ

6. Finance

- a. 21/02/04 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for January (previously circulated)
- b. 21/02/05 Review bank reconciliations for January (previously circulated)
- c. 21/02/06 Review perf v budget for January (previously circulated)
- d. 21/02/07 As agreed at the January Parish Council meeting, to note that cemetery fees will remain unchanged for the next financial year 2021 – 22
- e. 21/02/08 To note that the VAT rebate monies amounting to £4 492.57 had been paid on 11 January 2021. £410.29 had been credited to the village hall current account which is the amount claimed on their behalf.

- f. 21/02/09 To note that the Rix rebate of £292.24 had been paid on 19 January 2021. Agree that applications should be sought from community groups for an allocation of these funds
- g. 21/02/10 To note that the Parish precept demand had been submitted to MSDC and acknowledged as received

7. Audit

- a. 21/02/11 To note that SALC are to be appointed as Internal auditor to complete the Parish Council audit 2020-21

8. Playing Field/Children's Play Area

- a. 21/02/12 Sports Pavilion proposal update (SI)

9. Neighbourhood Plan

- a. 21/02/13 Neighbourhood Plan update (SI)
- b. 21/02/14 To note that no monies had been spent on the NPG budget during January

10. Community Land Trust Ltd

- a. 21/02/15 CLT update (DA)

11. Roads, Footpaths, Infrastructure, Green Areas

- a. 21/02/16 Update on the results of the Churchyard and cemetery tree surveys (Clerk)
- b. 21/02/17 To discuss and agree the draft Parish Infrastructure Implementation Plan (PIIP) (SI) (previously circulated)
- c. 21/02/18 Update on Tank Pond project (SI)
- d. 21/02/19 Update on Quiet Lanes project (DA/DM) (update previously circulated)
- e. 21/02/20 To discuss the quotation for the annual maintenance of the village pond
- f. 21/02/21 To note response from community liaison officer regarding parking on pavements (information previously circulated)

12. Correspondence

- a. 21/02/22 To discuss the offer to purchase a wooden bench for the Parish (SI)
- b. 21/02/23 To note thanks to D Alchin for ensuring the chestnut tree on Station Road has been cut back

13. Policies and Procedures

- a. 21/02/24 To note that at the January meeting, councillors were asked to review the Parish Council's policies and procedures and any feedback should be sent to the Clerk by 28 February 2021. Any revisions would be considered and the policies signed off at the Parish Council March meeting
- b. 21/02/25 To consider the addition of a Training Policy to the policies and procedures (Clerk)

14. Website

- b. 21/02/26 To consider the addition of a Parish Councillor biography/picture webpage on the website (DM)

15. Local Council Award Scheme

- a. 21/02/27 To consider Laxfield Parish Council working towards the Local Council Award Scheme (Clerk)

16. Date of next meeting

- a. Monday 8 March 2021 at 7 30 pm. Location TBD

If you would like to attend a parish council meeting, please come along. Alternatively, if you would like to raise a matter of concern please do not hesitate to contact the parish clerk or a member of the council.

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