



# PARISH COUNCIL MEETING

## **ANNUAL PARISH COUNCIL MEETING**

**Monday 22 May 2023 at 6 00 pm in Laxfield Village Hall**

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**

- Members of the public are invited to give their views or question the parish council on issues on this agenda or raise issues for future consideration at the discretion of the chair before the start of the meeting. This item will be limited to 15 minutes
- To receive reports from district and county councillors

### **AGENDA**

**1. Election of parish council chair**

**2. Election of parish council vice-chair**

**3. Election of committees and representatives**

- a. Planning committee (3 members)
- b. Grounds committee (3 members)
- c. Finance committee (3 members)
- d. Representatives
  - i. Village Hall Council (3)
  - ii. Smith & Ward charity (1)
  - iii. Relief in Need charity (2)
  - iv. Laxfield & District Museum (2)
  - v. SALC & County Area Committees (2)

**4. Apologies and approval of absences**

**5. Declarations of interests**

**6. Declaration of acceptance of office**

**7. Register of interests**

**8. Approval of minutes**

- a. 23/05/01 Approval of minutes from Parish Council meeting held on Monday 17 April 2023

**9. Planning**

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

**PLANNING PERMISSION DC/23/00707**

Proposal & Location of Development: Planning Application. Retention of log cabin for use as private ear care clinic.

The Middy Caravan, Framlingham Road, Laxfield, IP13 8HD

**PLANNING PERMISSION DC/23/01096**

Proposal & Location of Development: Householder Application - Erection of single storey side extension (following removal of conservatory).

Church Terrace Cottage, Church Walk, Laxfield, Woodbridge Suffolk IP13 8DL

### **PLANNING PERMISSION DC/23/01188**

Proposal & Location of Development: Householder Application - Erection of a single storey extension to front hall and side extension to boot room together with covered porch and internal alterations  
The Old Barn House, Cake Street, Laxfield, IP13 8EP

### **NON MATERIAL AMENDMENT TOWN AND COUNTRY PLANNING ACT 1990**

Proposal: Application for a Non-Material Amendment relating to DC/22/05576 – Change approved plans from one large shed, construction of 2 smaller sheds on the exact same footprint.  
Location: 4 Bickers Hill Road, Laxfield, Woodbridge, Suffolk IP13 8EZ

#### **b. To note the following comments submitted to Mid Suffolk District Council:**

##### **APPLICATION FOR PLANNING PERMISSION - DC/23/01901**

Proposal: Planning Application - Construction of new highways access and stopping up of existing access.  
Location: Elm Farm, Wells Corner, Framlingham Road, Laxfield IP13 8EG  
*There were no objections to this application*

#### **10. Finance**

- a. 23/05/02 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for April 2023 (previously circulated)
- b. 23/05/03 Review bank reconciliations for April 2023 (previously circulated)
- c. 23/05/04 Review performance v budget and monthly accounts for April 2023 (previously circulated)
- d. 23/05/05 To note that the internal audit has been successfully completed and the AIAR has been received (document previously circulated). All relevant documentation will now be submitted to PKF Littlejohn for external audit

#### **11. Neighbourhood Plan**

- a. 23/05/06 Neighbourhood Plan: next stage update (SI)

#### **12. Community Land Trust Ltd**

- a. 23/05/07 CLT update (DA)

#### **13. Roads, Footpaths, Infrastructure, Green Areas**

- a. 23/05/08 To discuss play area development (SI)
- b. 23/05/09 Campaign for 20 mph in Suffolk (papers previously circulated)
- c. 23/05/10 To discuss response from resident regarding the verge at the Pump Lane development
- d. 23/05/11 To discuss comments from a resident regarding environmental issues and climate change

#### **14. Correspondence and other issues**

- a. 23/05/12 To discuss request from a resident to fund the hire of the village hall at a cost of £127.50 for a foodbank fundraising event (paper previously circulated)
- b. 23/05/13 To confirm funding for the kids' games club starter kit at a cost of £180
- c. 23/05/14 To confirm the continuation of funding the hire of the village hall for the kids' games club (clerk)
- d. 23/05/15 To discuss Community Energy South (DA)
- e. 23/05/16 To discuss request from the Low House for funding for a weekend wine and beer festival (clerk)
- f. 23/05/17 To note Community wildlife programme events (information previously circulated)
- g. 23/05/18 To agree the loan of tables and chairs to the Low House for the duration of the beer and wine festival

#### **15. Date of next meeting**

- a. The date of the next meeting is Monday 12 June 2023 at 7 30 pm in the **PARISH ROOM**.

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. **Karen Gregory (Parish Clerk), Hill Farm Barn, Framlingham Road, Badingham, Suffolk IP13 8JL** Tel: 07719 988668 (Home); Email: [laxfieldparishclerk@gmail.com](mailto:laxfieldparishclerk@gmail.com) [www.laxfield.online](http://www.laxfield.online)