



# PARISH COUNCIL MEETING

**Monday 8 April 2024 at 7 30 pm in the Parish Room**

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. Apologies and approval of absences

### 2. Declarations of interest

### 3. Approval of minutes

- a. 24/04/01 Approval of minutes from Parish Council meeting held on 11 March 2024

### 4. Planning

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

#### **DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990**

**Proposal:** Discharge of Conditions Application for DC/23/01115 - Condition 12 (Cladding and Finishes) and Condition 13 (Roof and Wall Materials)

**Location:** Aldridges Farm, Fressingfield Road, Laxfield, Woodbridge Suffolk IP13 8EN

#### **DC/24/00992 – NO OBJECTIONS TO WORK BEING CARRIED OUT**

**Proposal & Location of Development:** Notification of Works to Trees in Conservation Area - Removal of No.1 fruit tree (T1) approximately 3 metres tall. 2 Church Walk, Laxfield, Woodbridge, Suffolk IP13 8DL

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

**Proposal:** Application for a Non Material Amendment relating to DC/20/02587 - Change of external materials, as per drawing LAX 311H. **Location:** Land At, Pump Lane, Laxfield, Suffolk

#### **AGRICULTURAL DETERMINATION - DC/24/01089 FORMAL APPROVAL NOT REQUIRED**

**Proposal:** Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Construction of concrete hardstanding

**Location:** Manor Farm, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8JA

#### **DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990**

**Proposal:** Discharge of Conditions Application for DC/22/05732 - Condition 2 (Facing and Roofing Materials), Condition 4 (Estate Roads), Condition 6 (Refuse and Recycling Bins), Condition 10 (Wildlife Sensitive Lighting Schemes) and Condition 13 (Surface Water Drainage Details)

**Location:** Phase 2, Land On The West Side Of, Bickers Hill Road, Laxfield, IP13 8FF

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

**APPLICATION FOR AGRICULTURAL DETERMINATION - DC/24/01089**

**Proposal:** Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Construction of concrete hardstanding

**Location:** Manor Farm, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8JA

*No objections*

**APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/01299**

**Proposal:** Notification of Works to Trees in a Conservation Area - Pollard 1 No. Sycamore (T1) to first major unions. **Location:** 3 The Maltings, Malt Close, Laxfield, Woodbridge Suffolk IP13 8DZ

*No objections*

**APPLICATION FOR PLANNING PERMISSION - DC/24/00860**

**Proposal:** Householder Application - Erection of extension to rear wall using a woven metal fence and gate to form a boundary between the house and outbuilding.

**Location:** Blyth House, Bickers Hill Road, Laxfield, IP13 8EZ.

*No objections*

**c. To update on the following planning issues as appropriate:**

- I. building development on the East side of Bickers Hill (clerk including MSDC information recently received)
- II. Blacksmith's Way development:
  - a) Mill Close connecting footpath (SI/AL – following meeting with AL)
  - b) 'footpath' on bend on Framlingham Road (clerk)

**5. Finance**

- a. 24/04/02 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for March and EOY 2024 (previously circulated)
- b. 24/04/03 Review bank reconciliations for March and EOY 2024 (previously circulated)
- c. 24/04/04 Review performance v budget and monthly accounts for March and EOY 2024 (previously circulated)
- d. 24/04/05 To discuss March overtime payment for the clerk of 11 hours for April 2024
- e. 24/04/06 To confirm the earmarked and restricted monies held in reserve accounts (previously circulated)
- f. 24/04/07 To note the CIL report 2023 – 2024

**6. Audit**

- a. 24/04/08 To note that the annual financial internal audit conducted by SALC will take place during the week commencing 29 April 2024. All documentation to be submitted by Monday 22 April.

**7. Neighbourhood Plan**

- a. 24/04/09 Update on draft Laxfield Design Guide (SI)

**8. Roads, Footpaths, Infrastructure, Green Areas**

- a. 24/04/10 To discuss and note highways and green spaces issues including:
  - i. Mill Road proposals (DA)
  - ii. Gateway signs (clerk/DA/DM)
  - iii. to note that new dog litter bin is now in place
  - iv. Market Street pavement issue – follow up with SCC highways again (clerk)
  - v. list of replacement post requests (DA)
  - vi. update on improvements to footpaths FP15 and FP34 (RS/DA/clerk)
  - vii. Update on communication with SUSTRANS
  - viii. village Map sign refurbishment update
- b. 24/04/11 Footpath report update (RS – previously circulated)

- c. 24/04/12 Update on tank pond conveyancing (clerk)
- d. 24/04/13 Update on memorial refurbishment and agree contractor for refurbishment
- e. 24/04/14 To note play area inspection report (previously circulated) and actions resulting
- f. 24/04/15 To note a resident complaint regarding broken glass on playing field (clerk/SE)

**9. Correspondence and other issues**

- a. 24/04/16 Update on lack of communication with SCC county councillor covering Laxfield parish (clerk)
- b. 24/04/17 Review of community engagement afternoon on Saturday 12/3/24 (clerk – feedback from participants)
- c. 24/04/18 Update on adoption of new email addresses (RS)
- d. 24/04/19 Update on plans for the 80<sup>th</sup> anniversary of D Day on 8/6/24 (ALL)
- e. 24/04/20 To confirm that the hearse and bier are now rehomed in the hearse house, Laxfield cemetery. To note thanks to Tony Oakes/Kevin Rawlinson and Cllrs Hackett and Sutton for making this happen.
- f. 24/04/21 Pavilion development (OH/clerk)
- g. 24/04/22 Update on issue raised by a resident regarding car park at Blacksmith's Way (SI)
- h. 24/04/23 Second defibrillator update (SI/DA)
- i. 24/04/24 Scrap collection 2024 – to note dates agreed, 22/23 June and 29/30 June 2024
- j. 24/04/25 Village Hall – to note and agree annual policy review (previously circulated)

**10. Date of next meeting – Monday 20 May 2024 (ANNUAL PARISH COUNCIL MEETING) at 6 pm in the village hall followed by the ANNUAL PARISH COUNCIL MEETING at 7 30 pm.**

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**

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