



# PARISH COUNCIL MEETING

**Monday 8 January 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. Membership**

- a. 24/01/01 To discuss a resident's application for co-option to the Parish Council (previously circulated)

### **4. Approval of minutes**

- a. 24/01/02 Approval of minutes from Parish Council meeting held on 13 November 2023

### **5. 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 10 (External Flues), 11 (Rainwater Goods), 12 (Cladding and Finishes), 13 (Roof and Wall Materials) and 14 (Final Floor Surfaces)

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

#### **PRIOR APPROVAL - DEMOLITION - DC/23/05180**

Proposal: Application for prior approval for proposed Demolition of 6no poultry houses, feeding tanks and hard-standing. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), Schedule 2, Part 11, Class B. Location: Agricultural Buildings, Cratfield Lane, Laxfield, IP13 8EU

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

#### **APPLICATION FOR PRIOR APPROVAL - DEMOLITION - DC/23/05180**

Proposal: Application for prior approval for proposed Demolition of 6no poultry houses, feeding tanks and hard-standing. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), Schedule 2, Part 11, Class B. Location: Agricultural Buildings, Cratfield Lane, Laxfield, IP13 8EU

*No objections*

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

- I. building development on the East side of Bickers Hill
- II. Blacksmith's Way development – footpath (DA/AL)

### **6. Finance**

- a. 24/01/03 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for November and December 2023 (previously circulated)
- b. 24/01/04 Review bank reconciliations for November and December 2023 (previously circulated)

- c. 24/01/05 Review performance v budget and monthly accounts for November and December 2023 (previously circulated)
- d. 24/01/06 To discuss and agree Finance committee's budget proposal for 2024 – 2025 (previously circulated)
- e. 24/01/07 To agree precept demand for 2024 – 2025 (previously circulated)
- f. 24/01/08 To note change in cost of dog and litter bin charges for 2024 – 2025 (await from MSDC)
- g. 24/01/09 To agree cemetery fees for 2024 – 2025 (see notes from Finance committee meeting)
- h. 24/01/10 To agree that SALC will be retained as the internal auditor for Laxfield's Parish Council financial accounts 2023 – 2024 (clerk)
- i. 24/01/11 To note the national salary award increase for clerk backdated to April 2023 as notified by NALC
- j. 24/01/12 To consider ending the zoom subscription as incurring cost and not used regularly (Clerk)

## 7. Neighbourhood Plan

- a. 24/01/13 Update on draft Laxfield Design Guide (SI)

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

- a. 24/01/14 To note highways group update (previously circulated) highlighting issues as appropriate including:
  - i. Bickers Hill Speed Limit Order (SLO) feedback (DA)
  - ii. Village Map sign refurbishment (RS)
  - iii. Mill Lane proposals
- b. 24/01/15 Green Spaces Group update (RS)
- c. 24/01/16 Footpath report update (RS)
- d. 24/01/17 Feedback from first Laxfield Wildlife Group meeting (RS/DA)
- e. 24/01/18 Update on tank pond conveyancing (SI)
- f. 24/01/19 To note Pride in your Place funding of £250 has been received
- g. 24/01/20 To discuss potential applications for Creating the Greenest County Awards (previously circulated), closing date 31/1/24
- h. 24/01/21 To discuss proposals for memorial refurbishment
- i. 24/01/22 To note quote for tree management as previously agreed (previously circulated)
- j. 24/01/23 To discuss issue involving a vehicle and the Guildhall at the new year bank holiday weekend (SC)

## 9. Correspondence and other issues

- a. 24/01/24 To note scrap metal collection monies have been distributed as agreed and thanks from all have been received
- b. 24/01/25 To note thanks Request for funding for lighting for Beavers' archery equipment lighting
- c. 24/01/26 To discuss request for donation from CAB Suffolk
- d. 24/01/27 To discuss request for donation from Headway Suffolk
- e. 24/01/28 To discuss review of the parish council's policies and procedures during January and February 2024 and to note that the following policies/statements will be added for feedback and agreement – Impact assessments, privacy notices, procedures for dealing with subject access requests, procedures for dealing with data breaches and data retention policies including dispersal
- f. 24/01/29 Progress ideas about how the parish will commemorate the 80<sup>th</sup> anniversary of D Day on 6/6/24
- g. 24/01/30 Update on Good Neighbour Scheme as appropriate
- h. 24/01/31 Website new domain and mailboxes update (DM/RS)
- i. 24/01/32 New defibrillator update (SI)
- j. 24/01/33 Update on issues raised at the last meeting not covered elsewhere on the agenda (clerk)

## 10. Date of next meeting – Monday 12 February 2024.

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 (mobile); Email: [laxfieldparishclerk@gmail.com](mailto:laxfieldparishclerk@gmail.com)  
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