



PARISH COUNCIL MEETING

LAXFIELD ANNUAL PARISH COUNCIL MEETING MINUTES

Monday 22 May 2023 at 6 00 pm in the village hall

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OPEN FORUM

MINUTES

- S Innes was elected Parish Council Chair.** Proposed R Sutton, seconded D Alchin, AIF.
- The election for the role of Parish Council Vice-Chair was carried over until the next meeting.**
- The following committee chairs and representatives were elected:**

NAME OF OFFICE	NAME	PROPOSED	SECONDED
PLANNING COMMITTEE			
a PLANNING CHAIR	S Innes	D Alchin	R Sutton
Nominated member	D Alchin	S Innes	L Sharman
Nominated member	D Martindale	D Alchin	L Sharman
Nominated member	R Sutton	O Hackett	S Innes
GROUPS COMMITTEE			
b GROUPS COMMITTEE CHAIR	S Sutton	R Sutton	L Sharman
Nominated member	L Sharman	S Innes	O Hackett
Nominated member	O Hackett	S Innes	S Sutton
FINANCE COMMITTEE			
c FINANCE CHAIR	D Martindale	S Innes	D Alchin
Nominated member	L Sharman	O Hackett	D Alchin
Nominated member	R Sutton	S Innes	D Martindale
REPRESENTATIVES OF PARISH GROUPS			
d REPRESENTATIVES			
I. Village Hall Council	D Martindale	S Innes	D Alchin
Village Hall Council	O Hackett	L Sharman	S Sutton
II. Smith & Ward Charity	L Sharman	S Innes	D Alchin
III. Relief in Need Charity	D Alchin	D Martindale	L Sharman
IV. Laxfield & District Museum	L Sharman	R Sutton	D Alchin
V. SALC & county area committees	D Alchin	S Sutton	D Martindale

- Attendees:** D Alchin, O Hackett, S Innes (Chair), D Martindale, L Sharman, R Sutton, S Sutton, K Gregory (Clerk).
- Apologies and approval of absences**
S Clarke.
- Declaration of interests**
None.

7. Approval of minutes

- a. 22/05/01 The minutes from the Parish Council meeting on 17 April 2023 were approved. Proposed R Sutton, seconded S Sutton, AIF.

8. Planning

- a. **The following decisions made by Mid Suffolk District Council were noted:**

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. **The following comments submitted to Mid Suffolk District Council were noted:**

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.

9. Finance

- a. 23/05/02 BACs payments, direct debits and receipts as listed in Register of Payments for April 2023 were authorised. Proposed S Innes, seconded L Sharman, AIF.
- b. 23/05/03 Bank reconciliations for April 2023 were authorised. Proposed L Sharman, seconded S Innes, AIF.
- c. 23/05/04 Performance v budget and monthly accounts for April 2023 were noted. Thanks were given to R Sutton for the new financial spreadsheet being used from April 2023.
- d. 23/05/05 It was noted that the internal audit had been successfully completed and the AIAR had been received. All relevant documentation will now be submitted to PKF Littlejohn for the external audit. Documentation will also be placed on the website and noticeboard.

10. Neighbourhood Plan

- a. 23/05/06 Neighbourhood Plan - next stage meeting will be arranged with interested parties in the next weeks.

11. Community Land Trust Ltd

- a. 23/05/07 The CLT update is contained within the APM booklet and is available hard copy and on the website.

12. Roads, Footpaths, Infrastructure, Green Areas

- a. 23/05/08 S Innes outlined ideas for the play area development and shared recent experiences of other playgrounds. Ideas would be progressed at future meetings.
- b. 23/05/09 It was agreed to support the campaign for 20 mph in Suffolk. The clerk to progress.
- c. 23/05/10 It was agreed to request a meeting with the resident to discuss the verge at the Pump Lane development and look at ways to encourage residents not to park on the verge or turn their cars in this area.

- d. 23/05/11 The comments from a resident regarding environmental issues and climate change had previously been distributed and were discussed. It was agreed to encourage the resident to get involved in some of the groups around these topics including the green spaces, delivery of the PIIP and development of the parish design guide and be part of progressing some of the actions agreed later in the meeting.

13. Correspondence and other issues

- a. 23/05/12 It was agreed to fund the hire of the village hall at a cost of £127.50 for a foodbank fundraising event. Proposed S Sutton, seconded S Innes, AIF.
- b. 23/05/13 The funding for the play streets starter kit at a cost of £180 was confirmed. Proposed D Alchin, seconded S Innes, AIF.
- c. 23/05/14 It was agreed to continue funding the hire of the village hall for the kids' games club for another 12 months. Proposed S Sutton, seconded L Sharman, AIF.
- d. 23/05/15 It was agreed that D Alchin would investigate further the Community Energy South initiative and report back to the next parish council meeting.
- e. 23/05/16 It was agreed that on this occasion it would not be appropriate to fund the Low House's weekend wine and beer festival as the Parish Council was unable to use public money for direct support to a private business.
- f. 23/05/17 The Community wildlife programme events were noted. It was agreed to encourage as many people as possible to attend as a development opportunity. The costs of parish councillors attending these development activities would be met. Proposed S Innes, seconded L Sharman, AIF.
- g. 23/05/18 It was agreed to lend tables and chairs to the Low House for the duration of the beer and wine festival.

14. Date of next meeting

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

Meeting finished at 7 10 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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