

LAXFIELD PARISH COUNCIL MEETING
Monday 8 March 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. 21/03/01 To note and welcome new co-opted member, Sally Clarke. To note that the declaration of acceptance of office form has been completed

4. Approval of minutes

- a. 21/03/02 Approval of minutes from last full Parish Council meeting held on 8 February 2021

5. Planning

- a. **To note the following comments agreed at Planning Committee meetings and submitted to Mid Suffolk District Council:**

DC/21/00327

Proposal: Householder Planning Application - Erection of front and side extension, erection of rear extension and application of cladding (following demolition of single storey side and rear extensions) (re-submission of DC/20/05037)

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

There were no objections to this application

DC/21/00393

Proposal: Full Planning Application - Erection of 1No replacement dwelling (following part demolition of existing) (re-submission of DC/20/02273).

Location: Boundary Lodge Farm, Cratfield Lane, Laxfield, Woodbridge Suffolk IP19 0DE

Other than an acknowledgement that an ecological survey had been carried out since the original application was submitted, the objections and comments remained the same. (Detailed comments can be found on the Parish website and on MSDC planning portal)

DC/21/00444

Proposal: Householder Planning Application - Clearing of Old Pond Area and Digging of New Wildlife/Swimming Pond.

Location: Mount Pleasant, Station Road, Laxfield, Woodbridge Suffolk IP13 8HF

There were no objections to this application.

a. DC/20/05836

Proposal: Full Application - Erection of 1 No single storey dwelling and 3 bay garaging (following demolition of agricultural building).

Location: Elm Farm, Wells Corner, Framlingham Road, Laxfield, Woodbridge Suffolk

There were a number of objections to this planning application and detailed comments can be found on the Parish website and MSDC planning portal.

6. Finance

- a. 21/03/03 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for February (previously circulated)
- b. 21/03/04 Review bank reconciliations for February (previously circulated)
- c. 21/03/05 Review performance v budget for February (previously circulated)
- d. 21/03/06 To discuss the following applications for the Rix rebate of £292.24:
 - I. Laxfield Pre-school – contribution towards the cost of a gazebo
 - II. Laxfield football club – contribution towards the cost of a new door for the outside toilet facility
 - III. Laxfield community market – contribution towards the cost of a new gazebo
- e. 21/03/07 To confirm the earmarked and restricted monies held in reserve accounts (Clerk)
- f. 21/03/08 To note the Asset Register as at March 2021 (Clerk)
- g. 21/03/09 To note the financial risk assessment has been checked as part of the review of all policies and procedures (Clerk)
- h. 21/03/10 To note that all Parish Councillors have reviewed their Register of Interests again and any changes have been fed through to the Clerk
- i. 20/03/11 To note that the internal and external audit reports for 2019-20 and all supporting documentation are displayed on the Parish Council website

7. Audit 2021

- a. 21/03/12 To note that the internal audit will again take place digitally and documentation is being accepted by SALC from 6 April 2021

8. Playing Field/Children's Play Area

- a. 21/03/13 Sports Pavilion proposal update (SI)
- b. 21/03/14 To note that the annual children's play area inspection will be carried out during March 2021

9. Neighbourhood Plan

- a. 21/03/15 Neighbourhood Plan update (SI)
- b. 21/03/16 To note that no monies had been spent on the NPG budget during February

10. Community Land Trust Ltd

- a. 21/03/17 CLT update (DA)

11. Roads, Footpaths, Infrastructure, Green Areas

- a. 21/03/18 Update on the results of the Churchyard and cemetery tree surveys (Clerk)
- b. 21/03/19 Update on the Parish Infrastructure Investment Plan (PIIP) (Clerk/SI)
- c. 21/03/20 Update on Tank Pond project (SI)
- d. 21/03/21 To agree the next steps for the Quiet Lanes (QLS) project (DA/DM) (supporting information previously circulated)
- e. 21/03/22 To discuss the proposal that the next Parish Council meeting to be held on 12 April 2021 should be brought forward to 7 pm to accommodate a longer Open Forum to facilitate public consultation requirement for QLS
- f. 21/03/23 To note the annual maintenance of the village pond has been completed
- g. 21/03/24 To discuss the PROW at the west side of Jordan development (DA/SI)
- h. 21/03/25 To discuss grit bins (DA) (information previously circulated)

12. Correspondence

- a. 21/03/26 To consider a Laxfield summer event (RS)
- b. 21/03/27 To consider purchasing 'acrobat pro' for Parish Council use (SI/Clerk)

13. Annual Parish Meeting

- a. 21/03/28 To consider moving the APM to 24/5/2021 to accommodate a combined live and remote event (SI/Clerk)

14. Policies and Procedures

- a. 21/03/29 To agree updated and new policies and procedures as discussed at previous meetings (Clerk)
- b. 21/03/30 In accordance with GDPR regulations, to agree with Parish Councillors that their current email addresses can continue to be used for Council business

15. Date of next meeting

- a. Monday 12 April 2021 at 7 00 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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