



PARISH COUNCIL MEETING

ANNUAL PARISH COUNCIL MEETING **Monday 20 May 2024 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. Declaration of interests

6. Declaration of acceptance of office

7. Register of interests

8. Membership

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

9. Approval of minutes

- a. 23/05/01 Approval of minutes from Parish Council meeting held on 8 April 2024

10. Planning

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

PLANNING PERMISSION GRANTED DC/24/00709

Proposal & Location of Development: Application under S73 for the Removal or Variation of a Condition following grant of W/10481 dated 22/10/1973 Town and Country Planning Act 1990 (as amended) - Erection of Bungalow - Remove Condition 6 (Agricultural Occupancy). Threeways, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8HT

PLANNING PERMISSION GRANTED DC/24/01389

Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Proposal to fell T1 Leylandii and reduce a row of sycamore trees T2 by 1.5 metres from 6 metres to form a hedge. White House, Bickers Hill Road, Laxfield, Woodbridge Suffolk IP13 8DP

PLANNING PERMISSION GRANTED DC/24/01604

Proposal & Location of Development: Application for Works to Trees in a Conservation Area - Fell 1 No. Leylandii (T1), Fell row of Sycamore (T2) as they have become too big and could cause problems with the property. White House, Bickers Hill Road, Laxfield, Woodbridge Suffolk IP13 8DP

PLANNING PERMISSION REFUSED DC/24/00860

Proposal & Location of Development: Householder Application - Erection of extension to rear wall using a woven metal fence and gate to form a boundary between the house and outbuilding. Blyth House, Bickers Hill Road, Laxfield, IP18EZ

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

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/01604

Proposal: Application for Works to Trees in a Conservation Area - Fell 1 No. Leylandii (T1), Fell Row of Sycamore (T2) as they have become too big and could cause problems with the property.

Location: White House, Bickers Hill Road, Laxfield, Woodbridge Suffolk IP13 8DP

No objections

APPLICATION FOR PLANNING PERMISSION - DC/24/01549

Proposal: Full Planning Application - Erection of replacement dwelling and 3-bay garage with room above.

Location: Little Boats Hall, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8HU

No objections

APPLICATION FOR PLANNING PERMISSION - DC/24/01586

Proposal: Full Planning Application - Extension to barn

Location: Buildings At, Park Field Farm, Dennington Road, Laxfield Suffolk

Objected on two points – details on website and on MSDC planning portal

APPLICATION FOR PLANNING PERMISSION - DC/24/01758

Proposal: Householder Application - Erection of single storey rear extensions (following demolition of shared outbuilding and conservatory at No.2); Erection of boundary wall, replacement windows and insertion of door to side of No.2. **Location:** 1 And 2 Church Walk, Laxfield, Woodbridge, Suffolk IP13 8DL

No objections

APPLICATION FOR AGRICULTURAL DETERMINATION - DC/24/01890

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 - Erection of building for storage of crops, fertiliser, seed and machinery.

Location: Yew Tree Farm, Station Road, Laxfield, Woodbridge Suffolk IP13 8HG

No additional comments submitted

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

- a. building development on the East side of Bickers Hill
- b. Blacksmith's Way development:
 - a) Mill Close connecting footpath (SI/AL)
 - b) 'footpath' on bend on Framlingham Road (clerk)

11. Finance

- a. 24/05/02 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for April 2024 (previously circulated)
- b. 24/05/03 Review bank reconciliations for April 2024 (previously circulated)
- c. 24/05/04 Review performance v budget and monthly accounts for April 2024 (previously circulated)
- d. 24/05/05 To note the earmarked and general reserves and comment from clerk

12. Audit

- a. 24/05/06 To note that the internal audit has been successfully completed and has been distributed to councillors. It is also now available to view on the website
- b. 24/05/07 Review and approve AGAR in readiness for the submission of the external audit documentation to PKF Littlejohn

1. Neighbourhood Plan

- a. 24/05/08 Update on draft Laxfield Design Guide (SI)

2. Roads, Footpaths, Infrastructure, Green Areas

- a. 24/05/09 To discuss highways and green spaces issues including:
 - i. Market Street pavement issue (clerk)
 - ii. update on improvements to footpaths FP15 and FP34 (RS/DA/clerk)
 - iii. to note that a meeting with Sustrans will take place on 23/5/24
 - iv. new cemetery footpath
 - v. hearse house – woodworming treatment
- b. 24/05/10 Footpath report update (RS – previously circulated)
- c. 24/05/11 To note that there is no further update on tank pond conveyancing (clerk)
- d. 24/05/12 Update on memorial refurbishment (clerk)
- e. 24/05/13 Update on playground area improvements (SE/clerk)

3. Correspondence and other issues

- a. 24/05/14 Update on adoption of new email addresses (RS)
- b. 24/05/15 Update on plans for the 80th anniversary of D Day on 8/6/24 (SC/ALL)
- c. 24/05/16 Update on issue raised by a resident regarding car park at Blacksmith's Way (SI)
- d. 24/05/17 Second defibrillator update (OH/SI)
- e. 24/05/18 To note dates agreed for the scrap collection, 22/23 June and 29/30 June 2024
- f. 24/05/19 To note thanks for the restoration work at the memorial
- g. 24/05/20 To discuss request for an additional dog litter bin for Dennington Road (SS)
- h. 24/05/21 To discuss resident's complaint about the noise from Klabang campsite (clerk)

13. 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**
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