



PARISH COUNCIL MEETING

LAXFIELD ANNUAL PARISH COUNCIL MEETING MINUTES

Monday 20 May 2024 at 6 00 pm in the village hall

www.laxfield.online

OPEN FORUM

Two members of the public attended the meeting.

S Innes confirmed that, following complaints from a number of residents about dogs in Mill Road, she had visited the owner to explain concerns. The owner confirmed that the current fence was stable and they had plans to build an additional fence.

Both Cllrs Linder (MSDC) and Rout (SCC) attended the meeting. Both councillors outlined the contents of their monthly reports and these are available on the website.

MINUTES

- S Innes was elected Parish Council Chair.** Proposed D Martindale, seconded S Sutton, AIF.
- S Clarke was elected Vice Chair.** Proposed L Sharman, seconded R Sutton, AIF.
- The following committee chairs and representatives were elected:**

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

4. **Attendees:** S Clarke, S Ellis, O Hackett, S Innes (Chair), D Martindale, L Sharman, R Sutton, S Sutton, K Gregory (Clerk).
5. **Apologies and approval of absences**
D Alchin.
6. **Declaration of interests**
None.
7. **Declaration of acceptance of office**
The chair and vice chair both signed their declaration of office forms in the presence of the clerk.
8. **Register of interests**
None.
9. **Membership**
 - a. Applications from P Bicheno and R Smith for membership to the Parish Council were reviewed. The criteria had been met and both residents were co-opted onto the parish council.
P Bicheno - proposed R Sutton, seconded S Innes, AIF.
R Smith – proposed O Hackett, seconded S Innes, AIF.
It was noted that this was the first time the parish council had a full complement of 11 parish councillors.
10. **Approval of minutes**
 - a. 23/05/01 The minutes from Parish Council meeting held on 8 April 2024 were agreed. Proposed R Sutton, seconded S Clarke, AIF.
11. **Planning**
 - a. **The following decisions made by Mid Suffolk District Council were noted:**

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

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. The following planning issues were discussed:

- a. building development on the East side of Bickers Hill – nothing to report. The clerk to continue to progress.
- b. Blacksmith's Way development:
 - a) Mill Close connecting footpath – nothing to report. A Linders awaited further communication
 - b) 'footpath' on bend on Framlingham Road – an on site meeting will be held with Suffolk Highways before the end of May. Thanks were given to R Rout and A Linder for supporting the progress of this matter.

12. Finance

- a. 24/05/02 BACs payments, direct debits and receipts as listed in Register of Payments for April 2024 were agreed. Proposed S Innes, seconded D Martindale, AIF.
- b. 24/05/03 Bank reconciliations for April 2024 were reviewed and agreed. Proposed S Ellis, seconded S Clarke, AIF.
- c. 24/05/04 Performance v budget and monthly accounts for April 2024 were reviewed and noted.
- d. 24/05/05 The earmarked and general reserves distributed at the previous meeting were noted. The clerk commented that the vast majority of the reserves were earmarked and focus would be placed on developing general reserves during the coming financial year.

13. Audit

- a. 24/05/06 It was noted that the internal audit had been successfully completed and had been distributed to councillors. It is also now available to view on the website. The clerk would collate key comments for the June meeting.
- b. 24/05/07 The AGAR documentation was reviewed and approved in readiness for the submission of the external audit documentation to PKF Littlejohn. The chair signed the documentation as appropriate. Proposed D Martindale, seconded S Sutton, AIF.

1. Neighbourhood Plan

- a. 24/05/08 The update on draft Laxfield Design Guide would be carried over to the next meeting.

2. Roads, Footpaths, Infrastructure, Green Areas

- a. 24/05/09 The following highways and green spaces issues were discussed:
 - i. The clerk had progressed the Market Street pavement issue. A response had been received requesting further information. The clerk would provide this week
 - ii. The improvements to footpaths FP15 and FP34 would commence in June 2024. Discussions had taken place with the landowner
 - iii. It was noted that a meeting with Sustrans will take place on 23/5/24

- iv. A quote for the cemetery footpath had been received and was agreed. The clerk to progress.
- v. The woodworm treatment for the hearse house was agreed. Proposed S Innes, seconded R Sutton, AIF.
- b. 24/05/10 There was no further update regarding footpaths.
- c. 24/05/11 A further update on the tank pond had just been received. The other solicitor had been in contact with the restriction holder and would be able to fully respond to the Land Registry's requisition shortly.
- d. 24/05/12 The railings at the memorial had been successfully refurbished and were now back in place. The quote for the bollards would be followed up and work will take place following the D Day commemoration.
- e. 24/05/13 S Ellis and the clerk had discussed the playground area improvements. Plans would be put in place to carry out immediate maintenance and repairs. Then, during the summer, it was agreed that consultation with users would take place and a long term total refurbishment would take place towards the end of 2024, beginning of 2025.

3. Correspondence and other issues

- a. 24/05/14 R Sutton confirmed that all had now adopted new email addresses. The two new parish councillors would be assigned parish council email addresses during the next few weeks.
- b. 24/05/15 Plans were in place for the event on 80th anniversary of D Day on 8/6/24. It is anticipated that a large number of residents and beyond would attend. Volunteers were requested to help clean up on the Sunday after the event from 10 am. Names to S Clarke.
- c. 24/05/16 The issue raised by a resident regarding the car park at Blacksmith's Way was being progressed by S Innes and a date to meet was awaited.
- d. 24/05/17 A new location for the second defibrillator had been found outside the Royal Oak at the front of the later addition annexe brick wall. This had been agreed with the owner and landlady of the pub. Guidance about whether listed building consent would be required had been sought.
- e. 24/05/18 The dates agreed for the scrap collection, 22/23 June and 29/30 June 2024, were noted.
- f. 24/05/19 Thanks from a resident for the restoration work at the war memorial was noted.
- g. 24/05/20 A request for an additional dog litter bin for Dennington Road was agreed. The clerk to progress. Proposed S Innes, seconded S Clarke, AIF.
- h. 24/05/21 A resident's complaint about the noise from Klabang campsite during the week until 10 30 – 11 pm was noted. S Innes to discuss with the owner.

14. Date of next meeting

- a. The date of the next meeting is Monday 10 June 2024 at 7 30 pm in the **PARISH ROOM**.

Meeting finished at 7 15 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

Tel: 07719988668 (mobile); Email: laxfieldparishclerk@gmail.com

www.laxfield.online