

DRAFT



PARISH COUNCIL MEETING

LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 8 April 2024 at 7 30 pm in the Parish Room

www.laxfield-pc.gov.uk

OPEN FORUM

Three members of the public attended the open forum.

A resident raised the issue of the very poor state of the children's playground and pavilion. The resident offered to be part of the pavilion group to progress development of these areas.

The clerk confirmed the details for the Annual Parish Meeting and Annual Parish meeting to be held on Monday 20 May 2024. Posters would be placed on the noticeboard, newsletter and website to advertise the events.

A number of residents had complained about the behaviour of two dogs when people walked passed their garden. S Innes agreed to talk to the householders.

An issue regarding the village hall was raised and it was agreed to deal with this outside the meeting.

Reports had been received from Mid Suffolk District Council and Anders Linder, District Councillor and are available on the website. Earlier in the week, it was confirmed that Cllr Richard Rout would now cover Cllr Peter Gould for the foreseeable future. Cllr Rout had sent the SCC annual newsletter and also the SCC monthly report. These are also available on the SCC website.

MINUTES

Attendees: D Alchin, S Clarke, S Ellis, O Hackett, S Innes, L Sharman, R Sutton, S Sutton, K Gregory (clerk).

1. Apologies and approval of absences

D Martindale.

2. Declarations of interest

3. Approval of minutes

- a. 24/04/01 Minutes from Parish Council meeting held on 11 March 2024 were approved. Proposed S Sutton, seconded O Hackett, AIF.

4. Planning

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

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

Proposal: Discharge of Conditions Application for DC/23/01115 - Condition 12 (Cladding and Finishes) and Condition 13 (Roof and Wall Materials)

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

DC/24/00992 – NO OBJECTIONS TO WORK BEING CARRIED OUT

Proposal & Location of Development: Notification of Works to Trees in Conservation Area - Removal of No.1 fruit tree (T1) approximately 3 metres tall. 2 Church Walk, Laxfield, Woodbridge, Suffolk IP13 8DL

NON MATERIAL AMENDMENT TOWN AND COUNTRY PLANNING ACT 1990 AMENDMENT AGREED

Proposal: Application for a Non Material Amendment relating to DC/20/02587 - Change of external materials, as per drawing LAX 311H. **Location:** Land At, Pump Lane, Laxfield, Suffolk

AGRICULTURAL DETERMINATION - DC/24/01089 FORMAL APPROVAL NOT REQUIRED

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 - Construction of concrete hardstanding

Location: Manor Farm, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8JA

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990

Proposal: Discharge of Conditions Application for DC/22/05732 - Condition 2 (Facing and Roofing Materials), Condition 4 (Estate Roads), Condition 6 (Refuse and Recycling Bins), Condition 10 (Wildlife Sensitive Lighting Schemes) and Condition 13 (Surface Water Drainage Details)

Location: Phase 2, Land On The West Side Of, Bickers Hill Road, Laxfield, IP13 8FF

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

APPLICATION FOR AGRICULTURAL DETERMINATION - DC/24/01089

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 - Construction of concrete hardstanding

Location: Manor Farm, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8JA

No objections

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/01299

Proposal: Notification of Works to Trees in a Conservation Area - Pollard 1 No. Sycamore (T1) to first major unions.

Location: 3 The Maltings, Malt Close, Laxfield, Woodbridge Suffolk IP13 8DZ

No objections

APPLICATION FOR PLANNING PERMISSION - DC/24/00860

Proposal: Householder Application - Erection of extension to rear wall using a woven metal fence and gate to form a boundary between the house and outbuilding.

Location: Blyth House, Bickers Hill Road, Laxfield, IP13 8EZ.

No objections.

c. The meeting was updated on the following planning issues as appropriate:

- a. building development on the East side of Bickers Hill – a number of issues remained outstanding and these had been followed up again with MSDC. The clerk still awaited a response.
- b. Blacksmith's Way development:
 - a) Mill Close connecting footpath – this was discussed with Cllr Linder and he was still progressing the matter with the developer and the district council
 - b) 'footpath' on bend on Framlingham Road – had been raised with SCC Highways requesting traffic calming measures.

5. Finance

- a. 24/04/02 BACs payments, direct debits and receipts as listed in Register of Payments for March and EOY 2024 were authorised. Proposed S Innes, seconded D Alchin, AIF.
- b. 24/04/03 Bank reconciliations for March and EOY 2024 were reviewed and agreed. Proposed S Innes, seconded D Alchin, AIF.
- c. 24/04/04 Performance v budget and monthly accounts for March and EOY 2024 were agreed. Proposed R Sutton, seconded S Sutton, AIF.
- d. 24/04/05 March overtime payment for the clerk of 11 hours for April 2024 was agreed. Proposed S Innes, seconded R Sutton, AIF.
- e. 24/04/06 The earmarked and restricted monies held in reserve accounts were noted.
- f. 24/04/07 The CIL report 2023 – 2024 was noted. The clerk to post on the website.

6. Audit

- a. 24/04/08 It was noted that the annual financial internal audit conducted by SALC will take place during the week commencing 29 April 2024. All documentation to be submitted by Monday 22 April.

7. Neighbourhood Plan

- a. 24/04/09 S Innes agreed to circulate the draft Laxfield Design Guide for comments and feedback.

8. Roads, Footpaths, Infrastructure, Green Areas

- a. 24/04/10 The following highways and green spaces issues were discussed including:
 - i. Mill Road proposals – D Alchin had followed this up again and was awaiting a further update
 - ii. Gateway signs to be postponed until the May meeting
 - iii. It was noted that the new dog litter bin is now in place
 - iv. Market Street pavement issue – it was noted that the clerk had followed this up again and was still awaiting a response
 - v. It was agreed to submit details of any post or signs requiring replacement to the clerk as there may be funds available from SCC to carry out this work
 - vi. The quote from the approved contractor to carry out improvements to footpaths FP15 and FP34 was still awaited. The clerk to contact all with details when this had been received.
 - vii. A meeting with Sustrans had been set up for early May. Further details would be given following this.
 - viii. Village Map sign refurbishment – it was agreed that a meeting should be held between S Innes/S Clarke/D Martindale (TBC) to progress. The clerk to send photos of the current map to SI.
- b. 24/04/11 Footpath report update was noted.
- c. 24/04/12 There was no further update regarding the tank pond conveyancing. It was noted that the clerk was following this up each month.
- d. 24/04/13 It was agreed that the railings should undergo a full refurbishment before the DDay commemoration and a contractor was agreed to carry out the work. Proposed S Sutton, seconded S Clarke, AIF.
- e. 24/04/14 The play area inspection report was noted and actions agreed resulting from this.
- f. 24/04/15 A resident's complaint regarding broken glass at the children's playground was noted. The debris had been cleared and S Ellis continued to monitor the state of the playground.

9. Correspondence and other issues

- a. 24/04/16 It was noted that Cllr Richard Rout from SCC would now cover Laxfield Parish Council during the absence of Cllr Gould. Cllr Rout had already circulated the annual newsletter and monthly report.
- b. 24/04/17 It was reported that the community engagement afternoon on Saturday 12/3/24 had been very well attended and interest had been shown in most of the groups. Some had recruited new volunteers and others had raised awareness of their group.
- c. 24/04/18 Some councillors were still to adopt their new email addresses. R Sutton to contact those councillors to set up and also deal with any teething problems.
- d. 24/04/19 S Clarke gave an update on plans for the 80th anniversary of D Day on 8/6/24 and confirmed that a meeting would be held on 11/4 to progress further.
- e. 24/04/20 It was confirmed that the hearse and bier are now rehomed in the hearse house, Laxfield cemetery. Many thanks were noted to Tony Oakes/Kevin Rawlinson and Cllrs Hackett and Sutton for making this happen.
- f. 24/04/21 Pavilion development – T Oakes had offered to be part of the working group to progress the development of the pavilion and the play area. In the first instance S Innes would meet with O Hackett to establish a way forward and previous plans would be discussed.
- g. 24/04/22 Update on issue raised by a resident regarding car park at Blacksmith's Way – to be carried forward to next meeting. S Innes to act on.
- h. 24/04/23 It was agreed that the second defibrillator would be fixed to the railings outside the Church under the noticeboard. The clerk to liaise with O Hackett to make this happen within the next week.
- i. 24/04/24 It was noted that the scrap collection 2024 would be held on 22/23 June and 29/30 June.
- j. 24/04/25 The village hall annual policy review was noted and agreed. Proposed S Innes, seconded D Alchin, AIF.

10. Date of next meeting – **Monday 20 May 2024 (ANNUAL PARISH COUNCIL MEETING) at 6 pm in the village hall followed by the ANNUAL PARISH COUNCIL MEETING at 7 30 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.

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