



PARISH COUNCIL MEETING

LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 11 March 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 rehousing the hearse and bier which is covered later on in the agenda. It was agreed to keep the museum updated with any developments.

A resident updated the councillors about the wildlife group newly formed within the parish covering its short and long term aims. The resident also briefed the meeting about the wildlife recorder and the proposal of a security box to be purchased when using the box on parish council business.

Prior to the meeting, a resident raised a number of issues left over from the November meeting. The clerk to progress these with the resident.

Prior to the meeting, a resident had raised the issue of the parish council using the same grave digger for all work in the cemeteries. This would be investigated with the cemetery caretaker further by the clerk.

Reports had been received from Mid Suffolk District Council and Anders Linder, District Councillor and are available on the website. Cllr Hopfensberger, covering for Cllr Gould, did not attend the meeting. Cllr Linder, district councillor, did not attend the meeting and arranged to meet councillors at a later date.

MINUTES

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

1. The following apologies were received and approved:

S Clarke, S Innes, D Martindale, L Sharman

2. Declarations of interest

None.

3. Approval of minutes

- a. 24/03/01 Minutes from Parish Council meeting held on 12 February 2024 were approved. Proposed S Sutton, seconded R Sutton, 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/23/01114 - Condition 5 (Archaeology part 2)

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

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

APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/24/00709

Proposal: 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).

Location: Threeways, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8HT

Detailed comments submitted – see minutes and website for details.

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/00992

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

c. The following planning issues were discussed:

- a. building development on the East side of Bickers Hill – the clerk was awaiting a response from the planning enforcement team via the planning officer regarding the issues previously raised.
- b. Blacksmith's Way development:
 - i. Mill Close connecting footpath – Cllr Linder to update at a separate meeting
 - ii. 'footpath' on bend on Framlingham Road – the clerk had received a response from the planning enforcement team which confirmed that the 'footpath' did not contravene the planning application agreement and any concern about the potential danger of this footpath should be taken up with SCC Highways department who may decide to put traffic calming measures in place. The clerk to progress with SCC.

5. Finance

- a. 24/03/02 BACs payments, direct debits and receipts as listed in Register of Payments for February 2024 were authorised. Proposed O Hackett, seconded D Alchin, AIF.
- b. 24/03/03 Bank reconciliations for February 2024 were reviewed and agreed. Proposed S Sutton, seconded O Hackett, AIF.
- c. 24/03/04 Performance v budget and monthly accounts for February 2024 were agreed. Proposed D Alchin, seconded S Sutton, AIF.
- d. 24/03/05 January overtime payment for the clerk of 9 hours for February 2024 was agreed. Proposed O Hackett, seconded D Alchin, AIF.
- e. 24/03/06 The earmarked and restricted monies held in reserve accounts would be held over to the April meeting.
- f. 24/03/07 The Asset Register as at March 2024 was noted.
- g. 24/03/08 The financial risk assessment as at March 2024 was noted.

6. Neighbourhood Plan

- a. 24/03/09 Update on draft Laxfield Design Guide would be held over to the April meeting.

7. Roads, Footpaths, Infrastructure, Green Areas

- a. 24/03/10 The following highways issues were discussed:
 - i. village Map sign refurbishment – the clerk to follow up with L Sharman regarding costs
 - ii. Mill Road proposals – no update and carried over to the next meeting
 - iii. It was noted that two grit bins had been received and were now in place at the village hall and behind the Guildhall. The (green) Guildhall bin would be filled and maintained by the parish council whilst the (yellow) village hall bin would be maintained and filled by MSDC
 - iv. It was noted that the new dog litter bin had been ordered and would be delivered within the next few days. The clerk to liaise with O Hackett regarding installation
 - v. It was noted that the previously reported Market Street pavement issue had now been patched but this was woefully inadequate. The clerk to progress the issue again
 - vi. D Alchin made the meeting aware that he understood that extra monies were available for certain highways projects but the parish council had not received any update from the county about this. The clerk to progress with SCC
 - vii. white lining pre-sweeps – the clerk to ask Cllr Linder about when these will next take place as this is required before white lining.
- b. 24/03/11 The green spaces group (GSG) updated spreadsheet and actions had been circulated and the following issues were discussed:
 - i. It was agreed to purchase a security box for when a resident's wildlife recorder is used on parish council business. Proposed S Sutton, seconded S Ellis, AIF.
 - ii. It was noted that a meeting with a contractor regarding the improvements to footpaths FP15 and FP34 would be held on 12 March and an update would be given following this.

- iii. It was agreed not to sign up to the Hedgehog Highways project as liaison with other organisations more closely fitted with the parish council and GSG aims.
- iv. Comments from a resident regarding protecting wildlife particularly in hedges was noted as was the cut off date of 1/3 for deep cuts to hedging.
- c. 24/03/12 The footpath report update previously circulated was noted. It was also noted that the finger post outside the Erasmus Centre had been replaced but the post outside Stadhaugh Manor had not.
- d. 24/03/13 The clerk had followed up the tank pond conveyancing twice with the solicitor and awaits the latest response.
- e. 24/03/14 A quote had been received for a total refurbishment of the memorial. Two other quotes were outstanding.
- f. 24/03/15 The minutes of the wildlife group had been circulated and the chair of the group updated the meeting about its aims, objectives and progress so far.

8. Correspondence and other issues

- a. 24/03/16 It was noted that the review of the parish council's policies and procedures 2024 is complete and all are available to view on the website.
- b. 24/03/17 The revised Data Protection Policy and the new Document and Data Retention Policy were agreed.
- c. 24/03/18 Plans for the community engagement afternoon to be held on Saturday 23 March 2024 from 12 – 3 pm were discussed. Flyers had been distributed throughout the parish, 11 tables booked by groups at the village hall and bakers agreed.
- d. 24/03/19 Most councillors were now using their new email addresses. R Sutton to progress the rest.
- e. 24/03/20 Plans for the 80th anniversary of D Day on 8/6/24 – a working group had been established and an update would be given at the next meeting.
- f. 24/03/21 It was noted that Ipswich Transport Museum and other local museums were not able to rehouse the hearse and bier. Stowmarket Food Museum would move the two items outside under tarpaulin on 1 April 2024. The clerk to progress other options including the hearse house in the old cemetery.
- g. 24/03/22 Pavilion development discussions would be carried over to the April meeting.
- h. 24/03/23 Update on issue raised by a resident regarding the car park at Blacksmith's Way would be carried over to the April meeting.
- i. 24/03/24 A new location had been identified for the second defibrillator. D Alchin and the clerk to progress.
- j. 24/03/25 O Hackett would liaise with the clerk regarding a date for the 2024 Laxfield scrap collection.
- k. 24/03/26 It was agreed to make a donation of £100 to St Elizabeth hospice. Proposed D Alchin, seconded S Ellis. AIF.

9. Date of next meeting – Monday 8 April 2024.

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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