



# PARISH COUNCIL MEETING

## LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 14 October 2024 at 7 30 pm in the Parish Room

[www.laxfield-pc.gov.uk](http://www.laxfield-pc.gov.uk)

### OPEN FORUM

Two residents attended the meeting. No items were raised in the open forum.

Cllr Lloyd and Cllr Linder attended at the end of the meeting. A report had been received from Cllr Linder and MSDC and these documents are available on the website. Newly elected Cllr Lloyd was welcomed to the meeting and stated that SCC reports would be available from next month. He also mentioned that a £5000 locality award previously agreed for Mill Road improvements would only be available until February 2025. The clerk to contact Cllr Lloyd about this.

### MINUTES

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

#### **1. Apologies and approval of absences**

P Bicheno.

#### **2. Declarations of interest**

None.

#### **3. Approval of minutes**

- a. 24/10/01 Minutes from Parish Council meeting held on 9 September 2024 were approved. Proposed R Sutton, seconded D Alchin, AIF.

#### **4. Planning**

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

##### **PRIOR APPROVAL - DEMOLITION - DC/24/03632**

**Proposal:** Application to determine if Prior Approval is required for Demolition of Buildings. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), Schedule 2, Part 11, Class B - Demolition of 6no poultry houses, feeding tanks and hard-standing. **Location:** Poultry Houses Behind The Bungalow, Cratfield Lane, Laxfield, IP13 8EU

##### **DC/24/03575 DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990**

**Proposal:** Discharge of Conditions Application for DC/23/03344 - Condition 4 (Reuse of Existing Pantiles)

**Location:** Laxfield Baptist Chapel, High Street, Laxfield, Woodbridge Suffolk IP13 8DZ

##### **DC/24/03019 DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990**

**Proposal:** Discharge of Conditions Application for DC/22/06378 - Condition 6 (Archaeological Works Part 1), Condition 7 (Archaeological Works Part 2) and Condition 13 (Construction Management Strategy)

**Location:** Orchard Cottage, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

##### **DC/24/03196 PLANNING PERMISSION**

**Proposal & Location of Development:** Householder Application - Erection of front extension and increase in height to conservatory. 25 Jubilee Close, Laxfield, Woodbridge, Suffolk IP13 8DQ

#### **DC/24/02163 PLANNING PERMISSION**

**Proposal & Location of Development:** Householder Application - Erection of front porch (following removal of existing); Insertion of rear canopied door and window. Repair and retain first floor front window. St Helens, High Street, Laxfield, Woodbridge Suffolk IP13 8DU

#### **DC/24/02164 LISTED BUILDING CONSENT**

**Proposal & Location of Development:** Application for Listed Building Consent - Erection of front porch (following removal of existing); Insertion of rear canopied door and window. Repair and retain first floor front window including internal works as per Design & Access Statement. St Helens, High Street, Laxfield, Woodbridge Suffolk IP13 8DU

#### **DC/24/04003 PERMISSION**

**Proposal & Location of Development:** Application for works to a tree in a Conservation Area - Fell 1No Ash tree as it failed to come in to leaf across 90% of the crown and appears to be in decline. White House, Bickers Hill Road, Laxfield, Woodbridge Suffolk IP13 8DP

#### **DC/24/03103 PLANNING PERMISSION**

**Proposal & Location of Development:** Application under Section 73 of The Town and Country Planning Act 1990 (as amended) for DC/22/06378 dated 12/09/2023 -Erection of 1 no. single-storey dwelling attached to a current outbuilding, with access from Flatmans' Lane. To vary Condition 2 (Approved Plans and Documents) to allow design changes. Orchard Cottage, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

#### **b. The comments submitted to Mid Suffolk District Council regarding the following applications were noted:**

##### **APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/04003**

Proposal: Application for works to a tree in a Conservation Area - Fell 1No Ash tree as it failed to come in to leaf across 90% of the crown and appears to be in decline.

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

*No objections.*

#### **c. The meeting was updated on the following planning issues:**

- a. building development on the East side of Bickers Hill – following further follow up, a response had been received from MSDC planning regarding the issues previously raised. A number of items would be taken up with planning enforcement and the clerk to progress these.

The issue regarding the containers had already been forwarded to planning enforcement and a response had been received that this did not meet the intervention criteria required. It was agreed that the clerk should go back to the planning team to ascertain further details about their criteria and what constitutes temporary.

- b. Blacksmith's Way development:

- a) Mill Close connecting footpath – Cllr Linder confirmed that progress was still slow about this issue but he continued to progress with the relevant departments and the planners
- b) Footpath on bend and progress regarding issues raised. The clerk had not received a response regarding her email following last month's meeting. It was agreed to follow this up again and also to liaise with Cllr Linder regarding the footpath which, on the original plans, should have circled the development.

#### **5. Finance**

- a. 24/10/02 BACs payments, direct debits and receipts as listed in Register of Payments for September 2024 were authorised. Proposed L Sharman, seconded D Alchin, AIF.
- b. 24/10/03 Bank reconciliations for September 2024 were reviewed. Proposed S Innes, seconded D Martindale, AIF.
- c. 24/10/04 Performance v budget and monthly accounts for September 2024 were reviewed.
- d. 24/10/05 It was noted that the parish council annual insurance has now been renewed for three years as agreed at the last meeting.

#### **6. Neighbourhood Plan**

- a. 24/10/06 The draft Laxfield Design Guide had not progressed this month and it was agreed to postpone the public event due to be held on Saturday 9 November.

## **7. Roads, Footpaths, Infrastructure, Green Areas**

- a. 24/10/07 The highways group updated spreadsheet was noted and the following issues highlighted:
  - i. D Alchin confirmed that the SLO on Bickers Hill Road which should have been actioned was delayed due to problems with workload within the SCC legal team.
- b. 24/10/08 There was no footpath report this month.
  - i. footpath 12 update – carried over to November meeting
  - ii. planks/sleepers across ditch on permissive path update – carried over to November meeting,
- c. 24/10/09 The clerk had carried out the monthly follow up of the tank pond conveyancing issue but there had been no further progress.
- d. 24/10/10 It was confirmed that the second part of the war memorial refurbishment would start week commencing 21 October 2024. As a result of vehicles mounting the kerb and causing further damage, increased work may need to take place and it was agreed to fund this. Proposed S Innes, seconded O Hackett, AIF. It was also confirmed that the road closure had been applied for Remembrance Sunday and an order would be sent through two weeks prior to the event.
- e. 24/10/11 The clerk confirmed that a meeting was being arranged with SCC ROW department regarding the annual grass cutting programme 2025.
- f. 24/10/12 The problems with parking at the junction at Vicarage Road as raised by a number of residents was discussed and photos would be taken of cars blocking the road and this would be referred to the police.
- g. 24/10/13 It was noted that the Church Villas hedge had been trimmed.
- h. 24/10/14 S Innes confirmed that work had taken place on the village pond since it was reported at the last meeting. The dead fish had been removed and a temporary aerator had been installed which had now been removed. The clerk to follow up the quote about a solar panelled generated aerator. The clerk to also follow up about installing a depth board and deep water sign.
- i. 24/10/15 Following resident's comments about the pavement outside the Pump Lane development, it was agreed to write to the landowner again regarding this issue.
- j. 24/10/16 It was noted that the new barn owl boxes were now in place. The request to purchase an additional small barn owl box at a cost of £35 was agreed. Proposed R Smith, seconded L Sharman, AIF.
- k. 24/10/17 As raised by a resident, it was agreed that S Innes would speak to the owner of the car that has been left on the highway outside the Baptist church for a number of weeks.
- l. 24/10/18 It was noted that all previous attempts at establishing a forest school at the Blacksmith's Way development had been thwarted. S Innes had talked to another landowner who may have some land appropriate for this use. S Innes to talk once again to the landowner and pass details to S Ellis for further discussions.
- m. 24/10/19 At the request of a resident, the 'holes' in the tarmac on Church Plain were discussed. It was noted that this would damage any new surface installed. Details of how to manage this issue would be discussed at the time of considering the cost of resurfacing works.
- n. 24/10/20 The clerk had progressed whether Laxfield could be considered for an EV charging point(s). SCC had responded to say that applications had closed but that Laxfield could be put on the waiting list. The clerk to complete the expression of interest form.
- o. 24/10/21 It was noted that, following the issue being raised at the last meeting, the resident who carries out litter picking does not require reimbursement for a new litter grabber. It was also noted that L Sharman has put in place arrangements to ensure a stock of litter bags, gloves etc will be available for the future.

## **8. Correspondence and other issues**

- a. 24/10/22 There were no issues regarding parish council email addresses and the item would be removed from further meetings.
- b. 24/10/23 It was confirmed that the playground refurbishment would commence on Thursday 17 October and take approximately three weeks. S Ellis would monitor progress. It had been agreed that the cost of the project would be met from CIL monies. However, applications for additional funding support had been made to Cllr Linder, Heveningham Country Fair fund, National Lottery and would now be made to Cllr Lloyd.
- c. 24/10/24 It was noted that the Good Neighbour Scheme (GNS) was almost ready to launch and a leaflet would be posted on the website and included in the newsletter. The meeting asked O Hackett to pass on thanks to Dawn and Caroline for all their hard work in setting this up.

- d. 24/10/25 A meeting had been held with MSDC regarding possible funding sources for the pavilion development project. It had been a useful meeting with clarification about what could and could not be funded. Funding sources appropriate for the project would be progressed.
- e. 24/10/26 The listed building consent application for the second defibrillator had been submitted for a second time and a response was awaited.
- f. 24/10/27 It was noted that the Laxfield Autumn litter pick would take place on 23 November 2024. A poster would be placed on the noticeboard, website and newsletter.
- g. 24/10/28 A proposal to move the time of the monthly parish council meetings from 7 30 pm until 7 pm with effect from November 2024 was agreed. Proposed R Sutton, seconded S Ellis, AIF.
- h. 24/10/29 It was noted that the Mid-Suffolk forum summary notes had been circulated.
- i. 24/10/30 It was noted that details about the newly introduced Mid Suffolk taxi service had been circulated.
- j. 24/10/31 A resident's feedback regarding an incident regarding a dog and a deer was noted.
- k. 24/10/32 The clerk would investigate previous minutes and progress the replacement of the village trail sign outside the Royal Oak.
- l. 24/10/33 The proposal from the village hall committee to gift their old chairs to the parish council to replace the ones currently stored in the Guildhall shed was discussed. The parish council asked for their thanks to be passed on to the village hall committee and the proposal would be discussed further as storage could be a challenge.
- m. 24/10/34 It was noted that all parish historical confidential waste that could be disposed had been and the clerk is now investigating whether documentation requiring retention can be kept at The Hold in Ipswich.

9. Date of next meeting – **Monday 11 November 2024 at 7 pm** in the parish room.

MEETING FINISHED at 8 45 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**

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