

DRAFT



PARISH COUNCIL MEETING

LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 9 September 2024 at 7 30 pm in the Parish Room

www.laxfield-pc.gov.uk

OPEN FORUM

6 residents attended the meeting and the following issues were raised:

- Following a request by two residents, it was agreed that the parish council would purchase a wreath for the Remembrance Sunday service at a cost of £75. Proposed S Innes, seconded S Ellis, AIF. It was also agreed that the clerk should apply for a road closure again for Sunday 10 November 2024.
- A representative from Hartismere House said that he had tried to raise a number of issues with MSDC to no avail. It was agreed that the clerk would contact the representative separately to discuss the details further.
- A resident complained about the state of the old cemetery and commented that it was disrespectful to leave areas around the graves uncut and unkempt. It was commented that there had been a focus on maintaining wildlife and wild flowers in the cemetery as there were some protected species. It was agreed that the clerk would discuss with the contractor for further information.
- A resident requested that a resident was reimbursed for the monies for a new grabber for their litter picking and also to make arrangements for bags and gloves to be available when Graystons closed. This was agreed. Proposed S Innes, seconded D Martindale, AIF.
- A representative from the village hall management committee asked for the parish council to agree the purchase of a number of new chairs. This was agreed and is covered at item 9i 24/09/35.
- Two residents asked for support in principle from the parish council to re-establish the annual fete. This was agreed and is covered at 9j 24/09/33.
- A resident raised the Christmas lunch for older residents funded through the Snook Bequest. This had previously been agreed in principle and would be discussed in more detail at subsequent meetings.

Cllr Rout and Cllr Linder did not attend the meeting. A report had been received from Cllr Linder and MSDC and these documents are available on the website.

MINUTES

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

1. Apologies and approval of absences

O Hackett.

2. Declarations of interest

None.

3. Council membership

- a. The resignation of Sally Clarke had been received and noted. The meeting thanked Sally for all her hard work for the parish council. It was noted that there was now a vacancy for a parish councillor and also for vice chair. The vice chair vacancy would be discussed at a future meeting.

4. Approval of minutes

- a. 24/09/01 The minutes from the parish council meeting held on 8 July 2024 were approved. Proposed R Sutton, seconded S Sutton, AIF.

5. Planning

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

PLANNING PERMISSION - DC/24/02435

Proposal and location of development: Amended Householder Application - Erection of a rear single storey extension Corner Farm Barn, Banyards Green, Laxfield, Woodbridge Suffolk IP13 8ES

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

Proposal: Discharge of Conditions Application for DC/24/01586 - Condition 3 (Biodiversity Enhancement Measures)

Location: Park Field Farm, Dennington Road, Laxfield, Woodbridge Suffolk IP13 8HJ

PERMISSION DC/24/03092

Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Fell 1 No. Ash (T1) and Fell 1 No. Pear (T2) Orchard Cottage, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

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

Proposal: Discharge of Conditions Application for DC/22/05731 - Condition 4 (Great Crested Newt Licence), Condition 5 (Biodiversity Enhancement Strategy), Condition 6 (Wildlife Sensitive Lighting Design Scheme), Condition 7 (Land Contamination), Condition 9 (Provision of Visibility Splays) and Condition 12 (Construction Management Plan)

Location: Building Yard, Badingham Road, Laxfield, Suffolk

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

Proposal: Discharge of Conditions Application for DC/24/01758 - Condition 5 (Action Required Before Demolition)

Location: 1 And 2 Church Walk, Laxfield, Woodbridge, Suffolk IP13 8DL

PERMISSION DC/24/03360

Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Fell 2 No. Silver Birch trees. The Rookery, Market Street, Laxfield, Woodbridge Suffolk IP13 8DR

b. The comments submitted to Mid Suffolk District Council regarding the following applications are available on the MSDC website and Laxfield parish council website were noted:

APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/24/03006

Proposal: Application under S73 for Removal or Variation of a Condition following grant of Planning Permission DC/19/00156 dated 18/10/2019 Town and Country Planning Act 1990 (as amended) Erection of 13no. dwellings (comprising 9no. open market dwellings and 4no. affordable dwellings) associated works including car parking and garaging - To vary Condition 2 (Approved Plans and Documents) to allow design changes to plots 16, 17, 18 and 19.

Location: Phase 2 Land To The East Of, Mill Road, Laxfield, Suffolk

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/03092

Proposal: Notification of Works to Trees in a Conservation Area - Fell 1 No. Ash (T1) and Fell 1 No. Pear (T2)

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

APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/24/03103

Proposal: 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.

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

APPLICATION FOR 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

c. The meeting was updated about the following planning issues:

- a. The clerk had raised the issues regarding the building development on the east side of Bickers Hill again with MSDC copying in Anders Linder. She had not received a reply and would progress with AL again.
- b. Blacksmith's Way development:
 - a) Cllr Linder had met with representatives from Denbury Homes and MSDC regarding the Mill Close connecting footpath. An issue had been identified and this would be progressed by Cllr Linder and he would report back at the next meeting.

- b) It was noted that the ditch at the footpath on the bend had been filled in. It was agreed that the clerk would follow this up with Andrew Titcombe, SCC, to establish whether the safety inspection had been carried out.

6. Finance

- a. 24/09/02 BACs payments, direct debits and receipts as listed in Register of Payments for July and August 2024 were approved. Proposed R Sutton, seconded S Innes, AIF.
- b. 24/09/03 Bank reconciliations for July and August 2024 were agreed. Proposed L Sharman, seconded D Alchin, AIF.
- c. 24/09/04 Performance v budget and monthly accounts for July and August 2024 were noted.
- d. 24/09/05 It was noted that the external audit had been successfully completed. The notice of closure of audit and associated documentation are posted on the noticeboard and website.
- e. 24/09/06 The parish council annual insurance quote due for renewal at the beginning of October 2024 was discussed. It was agreed to accept the quote and take out the three year renewal premium fixed price. Proposed S Innes, seconded R Sutton. AIF.

7. Neighbourhood Plan

- a. 24/09/07 A meeting regarding the Laxfield Design Guide had been held at the end of July and it had been agreed that different groups around the parish would be briefed about the guide, an information sheet would be written to facilitate this and a public event would be held on 9 November at the village hall from 10 until 12 pm.

8. Roads, Footpaths, Infrastructure, Green Areas

- a. 24/09/08 The following highways and green spaces issues were noted:
 - i. footpath 12 – no update, carried over to the October meeting
 - ii. planks/sleepers across ditch on permissive path update – no update, carried forward to October meeting.
- b. 24/09/09 Footpath report update – no update, carried forward to October meeting.
- c. 24/09/10 It was confirmed that the tank pond conveyancing was a step nearer to completion.
- d. 24/09/11 Update on white lining proposals – update to be carried over to the October meeting.
- e. 24/09/12 It was noted that the war memorial refurbishment should be completed before the remembrance service on 10 November,
- f. 24/09/13 The previously agreed material and labour costs for the bowl for the new cemetery were noted. Proposed D Martindale, seconded S Sutton, AIF.
- g. 24/09/14 Update on annual grass cutting programme 2025 – to be explored further by the clerk and carried over to the next meeting.
- h. 24/09/15 The request from the GSG to purchase grass cutting equipment would be explored further and discussed at a future meeting.
- i. 24/09/16 It was agreed to purchase two owl boxes at a cost of £75 each. Proposed S Sutton, seconded R Sutton, AIF.
- j. 24/09/17 Due to the escalating dog fouling problem in the churchyard and the new cemetery, it was agreed to once again put something in the parish newsletter and also to contact MSDC regarding the issue. The clerk to progress.
- k. 24/09/18 Following a request from ASL, it was agreed to relinquish the parish council allotment plot. The clerk to inform ASL.
- l. 24/09/19 The MSDC native hedging offer for 2024 was discussed and it was agreed to only apply for the trees that were carried over from last year. The clerk to progress.
- m. 24/09/20 The problems with parking around the war memorial were discussed. It appeared that this may have already been resolved but in the event that it hadn't, it would be progressed by councillors with the householder.
- n. 24/09/21 The costs of updating and replacing street lighting as discussed at the July meeting were agreed. Proposed S Innes, seconded D Alchin, AIF.
- o. 24/09/22 A request from residents to cut back the hedging at Church Walk so that oil suppliers can access the area was discussed. It was agreed that the clerk would contact a local contractor to establish whether there were still nesting birds in the hedge. If there were no nesting birds, the hedge could be trimmed but if there were, it would have to wait to be cut back.

- p. 24/09/23 The request from the GSG to have a staged replacement of the hedging at Church Villas and Church Walk was discussed. It was agreed to consult with the Church (already completed) and residents with a view to starting the work later in 2025.

9. Correspondence and other issues

- a. 24/09/24 It was confirmed that all councillors are now using their new email addresses. There were still a few teething problems with one user's address and this would be resolved during the next month.
- b. 24/09/25 Information, proposals and quotes regarding the playground total refurbishment project had been circulated prior to the meeting. It was agreed to go ahead with the project. A contractor was agreed and all those who had submitted a quote would be informed. The project would be funded largely through CIL money but S Ellis and the clerk would investigate additional sources of funding. Proposed D Alchin, seconded L Sharman, AIF. Thanks were given to S Ellis for her hard work in progressing the project thus far.
- c. 24/09/26 Update on Good Neighbour Scheme – to be carried forward to the October meeting.
- d. 24/09/27 Update on pavilion development – further plans had now been drawn up and a meeting with MSDC regarding potential funding was to be held week commencing 16 November. A further update would be given at the October meeting.
- e. 24/09/28 D Martindale updated the meeting regarding the Laxfield CLT Ltd AGM held on 6 September 2024. It was noted that 20 people attended the meeting, all questions raised had been answered and a note regarding the meeting would be placed in the newsletter.
- f. 24/09/29 Second defibrillator update and progress of the listed building consent application – the application submitted had been returned as further details were required. This would be progressed again by S Innes.
- g. 24/09/30 Scrap collection 2024 applications were discussed and the proposals put forward prior to the meeting agreed. Six applications had been received from community groups and each would be awarded £200. Proposed S Sutton, seconded P Bicheno, AIF. The clerk to inform applicants and progress.
- h. 24/09/31 It was noted that the Parish Infrastructure Investment Plan (PIIP) review would be distributed during September and signed off at the October meeting.
- i. 24/09/32 Parish Council meeting dates for 2025 were agreed as follows: 13/1, 10/2, 10/3, 14/4, 19/5, (APCM to be held on the same evening as the APM), 9/6, 14/7, 8/9, 13/10, 10/11.
- j. 24/09/33 The request from residents to reintroduce the parish annual fete in 2025 had been discussed and agreed at the open forum and agreed.
- k. 24/09/34 It was agreed to hold the autumn litter pick on Saturday 23 November 2024.
- l. 24/09/35 The request from the village hall management committee to consider and approve the purchase of new chairs for the village hall was discussed at the open forum and agreed. Proposed S Innes, seconded D Martindale, AIF.
- m. 24/09/36 The date for the next community policing event was noted.
- n. 24/09/37 Following several residents raising issues regarding the dead fish in the village pond, a visit to the site had already been agreed with Deben Ponds to investigate the situation, identify the problems and take action to resolve.

10. Date of next meeting – Monday 14 October 2024 at 7 30 pm in the parish room.

MEETING FINISHED 9 06 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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