LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 13 January 2025 at 7 pm in the Parish Room

www.laxfield-pc.gov.uk

OPEN FORUM

Two members of the public attended the meeting.

Cllr Lloyd and Cllr Linder attended. Reports had been received from Cllr Linder, Cllr Lloyd and MSDC and these are available to view on the website. Particular reference was noted regarding the issue of devolution and our councillors' views and voting on this matter are available on the website.

A resident raised a parking issue regarding two cars that appeared to be permanently parked in the layby outside the Baptist Church. The Chair commented that she had tried to contact the assumed owner of the car on three occasions to no avail. She would continue to progress the matter. It was also confirmed that the layby was a public highway.

A resident raised a number of concerns about the new children's play area. S Ellis commented that there were some small snagging issues that would be resolved this month and she would oversee the completion of these.

A resident updated the meeting about the senior Christmas lunch held during December. It had been very well received and it was anticipated that this would become an annual event. Thanks were given to the resident for co-ordinating the occasion and to all the volunteers who helped. An additional £67.17 had been spent and is covered within the main body of the meeting.

MINUTES

Attendees: P Bicheno, 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**
   D Alchin.

2. **Declarations of interest**
   None.

3. **Approval of minutes**
   a. 25/01/01 Minutes from Parish Council meeting held on 11 November 2024 were approved. Proposed S Ellis, seconded D Martindale, AIF.

4. **Planning**
   a. **The following decisions made by Mid Suffolk District Council were noted:**
   NON MATERIAL AMENDMENT TOWN AND COUNTRY PLANNING ACT 1990
   Proposal: Application for Non Material Amendment relating to DC/19/00156 - Changes to Plots 16, 17, 18 and 19 as detailed in supporting covering letter. Location: Phase 2 Land To The East Of, Mill Road, Laxfield, Suffolk

   DC/24/04621 Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Reduce lateral limbs of 1 No. Beech by 2.5m and top canopy by 3m. Rose 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 7 (Land Contamination)
Location: Building Yard, Badingham Road, Laxfield, Suffolk

DC/24/04473 PLANNING PERMISSION
Proposal & Location of Development: Householder Application - Construction of 28No. Solar Panels and EV charging point. 2 Pump Lane, Laxfield, Woodbridge, Suffolk, IP13 8FA

DC/24/01549 PLANNING PERMISSION
Proposal & Location of Development: Erection of replacement dwelling and 3-bay garage with room above.
Little Boats Hall, Badingham Road, Laxfield, Woodbridge Suffolk IP13 8HU

NON MATERIAL AMENDMENT TOWN AND COUNTRY PLANNING ACT 1990
Proposal: Application for a Non Material Amendment relating to DC/19/00156 - Changes to Plots 13, 14 and 15 as detailed in supporting covering letter. **Location:** Land To The East Of, Mill Road, Laxfield, Suffolk

DISCHARGE OF CONDITION TOWN AND COUNTRY PLANNING ACT 1990
Proposal: Discharge of Conditions Application for DC/24/03196 - Condition 3 (Biodiversity Enhancement Measures)
Location: 25 Jubilee Close, Laxfield, Woodbridge, Suffolk IP13 8DQ

b. **The comments submitted to Mid Suffolk District Council regarding the following applications were noted and are available on the MSDC website and Laxfield parish council website:**
APPLICATION FOR LISTED BUILDING CONSENT - DC/24/05101
Proposal: Application for Listed Building Consent - All works been carried out to use the Barn as a working showroom. Any works carried out sympathetically have left original features in place. Installation of Log burner, Internal glazing unit behind original barn doors (north gable), Removal of asbestos roof of lean too building and replaced with metal corrugated sheet, Installation of temporary stud wall dividing retail space and storage, Plywood screen covering old doors on south elevation. Location: Aldridges Farm, Fressingfield Road, Laxfield, Woodbridge Suffolk IP13 8EN
No objections

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/05201
Proposal: Application for works to a tree in a Conservation Area - Reduce 1No Ash Tree in height from 13 m to 10 m and in width from 9 m to 7 m to control size.
Location: 3 Guildhall Cottages, High Street, Laxfield, Woodbridge Suffolk IP13 8DU
No objections

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/05219
Proposal: Notification of Works to Trees in Conservation Area - Reduce row of mixed trees to 8 FT.
Location: Church View, High Street, Laxfield, Woodbridge Suffolk IP13 8DU
No objections

c. Update on the following planning issues:

a. The clerk confirmed that no response had been received again from MSDC regarding the issues raised about the east side of Bickers Hill development and Cllr Linder's help in progressing the matter had been sought as the matters continued to be raised by residents. It was agreed that Cllr Linder would meet with one of the councillors so that a full update could be given; he would then progress
b. Blacksmith's Way development - Mill Close connecting footpath. Cllr Linder confirmed that he continued to pursue this matter and, despite numerous emails and telephone calls, was yet to receive a further response.

5. Finance

a. 25/01/02 BACs payments, direct debits and receipts as listed in Register of Payments for November and December 2024 were approved. Proposed D Martindale, seconded R Sutton, AIF.
b. 25/01/03 Bank reconciliations for November and December 2024 were approved. Proposed D Martindale, seconded S Sutton, AIF.
c. 25/01/04 Performance v budget and monthly accounts for November and December 2024 were noted.

d. 25/01/05 Discuss and agree Finance committee's budget proposal for 2025 – 2026 – carried over to Extraordinary meeting later in January.
e. 25/01/06 Agree precept demand for 2025 – 2026 – carried over to Extraordinary meeting later in January
f. 25/01/07 It was agreed that the cemetery fees for 2025 – 2026 would not be increased. This would be reviewed again for 2026 – 2027 during budget preparation. Proposed S Innes, seconded S Ellis, AIF.
g. 25/01/08 It was agreed that SALC would be retained as the internal auditor for Laxfield's Parish Council financial accounts 2024 – 2025. Proposed R Sutton, seconded S Sutton, AIF.
h. 25/01/09 The clerk confirmed that the PWLB loan period for the village hall refurbishment would end in 2035.

6. Neighbourhood Plan

a. 25/01/10 There was no update on draft Laxfield Design Guide and this would be carried over to the next meeting.

7. Roads, Footpaths, Infrastructure, Green Areas

a. 25/01/11 The action points from GSG meeting held on 7 January had not yet been issued. These would be issued following the meeting.
b. 25/01/12 It was noted that the transfer of ownership of the tank pond to the parish would not take place in the foreseeable future. It was emphasised that the parish could not do anything about this situation and had no recourse to progress the matter. The item would be removed from future agendas.
c. 25/01/13 A resident had agreed to co-ordinate the Spring 2025 litter pick again and the date was agreed as 15 March 2025.
d. 25/01/14 The clerk had obtained a quote for the solar powered aerator, depth gauge and deep water sign and these were shared with the meeting. Due to the potential cost of the items, it was agreed to request two additional quotes before consideration was given to progressing.
e. 25/01/15 It was noted that the materials for the copper bowl for the new cemetery's contemplation area had been purchased and the bowl is currently being made. A group would be set up in conjunction with the Green Spaces Group to develop an action plan based on the plans previously agreed. O Hackett agreed to be part of this during end Spring/Summer.
f. 25/01/16 It was noted that the request for hedging and trees from MSDC had been made and the order placed. The clerk updated the meeting that she had received confirmation that MSDC were hoping to deliver the items during w/c 20 January 2025.
g. 25/01/17 The cutting back of the laurel bush and hedge in the churchyard was discussed. It was agreed to put two proposals to the resident who raised the issue and agree a way forward.

8. Correspondence and other issues

a. 25/01/18 It was noted that the playground refurbishment was now complete with a few snagging issues to be resolved during January. The users of the playground are delighted with it and it was already very well used. Thanks were extended to S Ellis who worked very hard to progress the project and bring it to fruition.
b. 25/01/19 The Chair confirmed that she was meeting with the new landlords of the Royal Oak to discuss the proposed location of the second defibrillator.
c. 25/01/20 It was noted that the annual review of the parish council's policies and procedures would take place during January and February 2025 for sign off at March 2025 PC meeting. All feedback to be submitted to the clerk by the end of February.
d. 25/01/21 The review of the senior Christmas lunch held during December had been covered in the open forum. It was agreed to pay an additional £67.17 from the Snook Bequest fund. Proposed S Innes, seconded L Sharman. AIF.
e. 25/01/22 So far, the clerk had received three expressions of interest regarding the position. One person had confirmed that they would be submitting an application and further discussions would be held with another regarding the role. It was confirmed that the closing date for applications is 7 February and the interview process would be agreed at the February meeting.
f. 25/01/23 It was noted that the chair had given the council very good notice that she will vacate the position in May 2025 and councillors needed to consider potential candidates within the group to take on the position. This will be kept as an item on the agenda for the next meetings.

g. 25/01/24 It was noted that the Rix Petroleum syndicate rebate of £207.08 had been received. The clerk to progress applications for the monies as in previous years.
h. 25/01/25 It was agreed to donate £100 to SARS (Suffolk Accident Rescue Scheme). Proposed S Ellis, seconded S Innes, AIF.
i. 25/01/26 It was agreed to donate £100 to Headway Suffolk. Proposed S Sutton, seconded S Innes, AIF.
j. 25/01/27 It was noted that the parish council had supported four events for the museum during 2024-25. It was agreed that, rather than supporting a number of events during the next year, the parish council would consider ad hoc requests from the museum.
k. 25/01/28 Discussion regarding devolution and Joint Local Plan had taken place during the open forum and there were no further issues raised at this current time.

Date of next meeting – **Monday 10 February 2025 at 7 pm in the parish room.**

MEETING FINISHED at 8 13 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: 07719 988668 (mobile); Email: parishclerk@laxfield-pc.gov.uk
www.laxfield-pc.gov.uk