



PARISH COUNCIL MEETING

LAXFIELD ANNUAL PARISH COUNCIL MEETING MINUTES

Monday 9 June 2025 at 7:00 pm in the Guildhall Parish Room

www.laxfield-pc.gov.uk

Peter Lowe, Parish Clerk

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. Leaflets and information were provided on the ongoing devolution and local government reorganisation, '*Let's shape the future of Suffolk together*'. This is also available in locations around the village. Mayoral Elections are planned for May 2026. This role will replace the Police and Crime Commissioner, and be responsible for the Fire Service. It was also explained that the Government is proposing '*Neighbourhood Area Committees*' be established, which will be led by frontline ward officers. The next MSDC meeting on the proposals takes place on 26th June and Cllr Linder will report back on developments at the July Parish Council meeting.

Cllr Lloyd also mentioned that there have been formal objections to proposals for solar sites across the area and that the County Council is continuing to investigate the Connexin pole installations in Laxfield and other villages in the area. He also mentioned the Suffolk Community Awards, which celebrate and recognise contributions that groups, individuals and parish councils make on the overall quality of life in communities. Any local nominations should be submitted by the end of the month and details of how to do this can be found on the official website: <https://www.suffolkcommunityawards.co.uk/>

A member of the public asked about providing feedback on the war monument bollards. The Chair said that any comments or ideas can be submitted to the clerk for future consideration, as discussed at the May APM.

MINUTES

1. **Attendees:** D Alchin, P Bicheno, S Ellis, O Hackett, D Martindale, L Sharman, H Scorey, R Smith, R Sutton (Chair), S Sutton, P Lowe (Clerk).
2. **Apologies and approval of absences**
None.
3. **Declaration of interests**
R Sutton.
4. **Approval of minutes**
25/06/01 The minutes from Parish Council meeting held on 19 May 2025 were agreed, with the following amendment: Under item 3 (Groups and Representatives), Cllr Sally Sutton is to stay as the representative for the Relief in Need Charity. Proposed R Sutton, seconded S D Martindale, AIF.
5. **Planning**
 - a. **The following decisions made by Mid Suffolk District Council were noted:**
CONSENT: DC/25/01214
Householder Application for the erection of a single storey pitched roof extension to the side elevation (following demolition of conservatory).
Location: Wheatside, Rows Hill, Laxfield, Woodbridge Suffolk IP13 8HZ
CONSENT: DC/25/01544
Householder Application for erection of single storey rear extension providing new kitchen living area.
Location: Will O The Wisp, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

CONSENT WITH CONDITIONS: DC/25/05044

Planning Application for the repair and refurbishment of former agricultural outbuildings for ancillary residential use.

Location: Laxfield House, Dennington Road, Laxfield, Woodbridge Suffolk IP13 8HJ

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

APPLICATION FOR PLANNING PERMISSION - DC/25/02226

Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of Agricultural Building surplus to farm use to dwelling.

Location: The Pack House Badingham Road Laxfield Woodbridge IP13 8JA

No Objections.

APPLICATION FOR PLANNING PERMISSION - DC/25/02416

Notification of works to trees in a conservation area - Fell to ground level semi-mature Horse Chestnut (T1) and fell to ground level Acer (T2)

Location: Rose Cottage High Street Laxfield Woodbridge Suffolk IP13 8DX

Taking advice from the tree warden to provide informed comment.

c. **The following planning points were also discussed:**

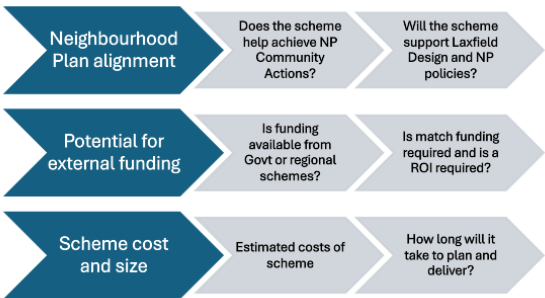
- a. *Installation of 12m telegraph poles by Connexin:* Suffolk County Council Highways are now considering revoking the licences provided to Connexin and the clerk is liaising with Ralph Butcher (*Highway Licensing Manager at SCC*) to ensure further installations in the village are temporarily halted.
- b. *Planning enforcement issues at sites around Bickers Hill, Laxfield:* The Parish Council has produced a consolidated list of ongoing enforcement items. Clerk to continue to work with Planning Enforcement Officer at MSDC, to ensure progress is made on remedial actions ASAP.
- c. *Blacksmith’s Way development (Mill Close connecting footpath):* Tenant does not want to give up a small section at the bottom part of their garden, which would need to be used to complete the footpath connection. Further investigation is required on ownership of the land and the adjoining triangle of wasteland.

6. Finance

- a. 25/06/02 BACs payments, direct debits and receipts as listed in Register of Payments for May 2025 were agreed. Proposed D. Martindale, seconded R. Sutton, AIF.
- b. 25/06/03 Bank reconciliations for May 2025 were agreed. Proposed S. Sutton, seconded D. Martindale, AIF.
- c. 25/06/04 Performance versus budget and cumulative monthly spend up to May 2025 were reviewed.

7. Neighbourhood Plan

25/06/05 *Prioritisation of future schemes and spending* - Given the limited CIL budget the Parish Council has, it was agreed to carry out a review of current and future schemes/projects to understand their costs and how they align with the delivery of actions/policies set out in the Neighbourhood Plan. This is crucial to ensure Laxfield gets maximum value for money. It was also noted that CIL money will go much further if we use it as a ‘match resource’ to secure external funding, rather than fully funding projects.



8. Roads, Footpaths, Infrastructure, Green Areas

- a. 25/06/06-07 Action points from the *Green Spaces Working Group* meeting held on 12 May 2025 and the *Highways Working Group* meeting held on 15 May 2025, were noted with no comments.

- b. 25/06/08 *Village pond safety improvement* – Cllr Ellis and the clerk have been in communication with MSDC, Environment Agency and the Suffolk Angling Trust, to discuss safety/risk assessment at the village pond (High Street). Initial assessment is that the pond is not currently safe to fish, especially for children. The depth of the pond, steep sides and the thick silt at the bottom are both a safety risk and can adversely affect the welfare of fish. Their view is that it is currently not suitable as a fishing venue and should ideally be maintained as a wildlife pond. Several improvement options are now being considered, and these will inform a consultation exercise with residents over coming months. As an immediate action, signs saying “No Fishing”, will be erected at the pond.
- c. 25/06/09 *Sustrans support for Laxfield Cycle Route* - Meeting has now taken place with an external funding consultant to discuss support and costs for producing funding bids. Clerk to do further work to scope out the scheme, which originally included a walking route and other modes of travel.
- d. 25/06/10 *Maintenance tools for PROW, Public Rights of Way* – Suffolk County Council’s Community Works department have agreed to provide £3,700 funding to purchase heavy duty, portable PROW maintenance tools for the Parish. Clerk to provide the relevant certificates and competency training information. Locations where the tools can be stored and charged have were also agreed.
- e. 25/06/11 *Church Yard maintenance and grass cutting* – Clerk met with Mike Turton(Laxfield Wildlife Group) to discuss improvements to the grass cutting and maintenance regime.
- f. 25/06/12 *Reducing speeding* – Agreed that 3 new village gateway signs (with built-in 30mph circles), will be installed on the main routes in and out of Laxfield. The Highways Working Group will identify the preferred signs and full costs, and present these for review and approval by at a Parish Council meeting, before purchasing and installation takes place. Images will also be posted on the Parish Council website and noticeboard to inform residents of what they will look like. Proposed O. Hackett, seconded D. Martindale.
- g. 25/06/13 It was noted that a new extra-large dog litter bin and post will be installed at bottom of Church Walk in June.

9. Correspondence and other issues

12/06/14 *Laxfield 800 events overview and funding* – David Leng has provided information on plans and outline costs for events to celebrate 800 years of the Laxfield market in June 2026. Agreed to set up working group to provide broad support for such an important event. An initial £500 will be provided for the fixed costs that can’t be offset by income. Further work needs to be carried out to explore event practicalities, corporate sponsorship and provide proper costing clarity, before further funding is approved. There will also be a Laxfield800 standing item at Parish Council meetings over the next 11 months, in the run up to the event. Proposed S. Sutton, seconded L. Sharman.

- a. 25/06/15 *Art installation for New Cemetery* – Copper Plate with platform has now been commissioned through local Laxfield artist, Quentin Cowan and the Kingdom Forge blacksmith at Brundish. The art will form part of the new Garden of Contemplation area at the new cemetery. Clerk to produce images of how the artworks will look and communicate this to residents via the Parish Council website.
- b. 25/06/16 *Dates for the next scrap collection were noted as 28/29 June and 5/6 July 2025* - R. Sutton and S Sutton to cover drop-off skip station on 28 June and P. Bicheno to cover on 29 June. Still looking for volunteers to cover 5 and 6 July - please contact clerk ASAP if anyone can help?
- c. 25/06/17 *Second defibrillator for Laxfield* - Still no update on installation, so clerk to follow up before the next meeting.
- d. 25/06/18 *Responding to consultations* - There is currently a significant amount of consultation happening across the region, in particular on local government reorganisation and devolution. Agreed that all consultation responses should be provided independently by individuals, and not as a collective Parish Council response.

10. Date of next meeting

- a. The date of the next meeting is **Monday 14 July 2025 at 7:00 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.

Peter Lowe (Parish Clerk), 21 Talbot Road, Laxfield, Woodbridge, Suffolk IP13 8FP

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