

## HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Virtual Parish Council Meeting held on Tuesday 19<sup>th</sup> January 2021 via VIDEOCONFERENCING

<b>Present (by Video):</b>	G Brown, S Deans, A Flint, M Gilson, A Hannan (Chairman), Mrs. Y Hannan, Mrs. T Shaw, District Councillor Rachel Eburne (arrived at item 3), District Councillor Keith Welham, County Councillor Andrew Stringer and Mrs. C. Pizzey (Clerk)
<b>1.</b>	<b>To receive and consider apologies for absence:</b> None received.
<b>2.</b>	<b>To note letter of resignation from Councillor:</b> The Chairman reported that a letter of resignation had been received from Mrs. H Charman. It was agreed that Mrs. Y Hannan would write the report for the H&WPN and M Gilson would join the Employment Committee.
<b>3.</b>	<b>To receive Councillors' Declarations of Interest:</b> None received.
<b>4.</b>	<b>To receive any written requests for dispensations:</b> None received.
<b>5.</b>	<b>To note and approve the minutes of the Parish Council Meeting of 15<sup>th</sup> December 2020 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting:</b> All Councillors confirmed receipt of the minutes. G Brown proposed to accept the minutes of 15 <sup>TH</sup> December 2020 as a true record and decisions made. Seconded by Mrs. T Shaw with all in favour. Delegated authority was given to the Chairman to sign the minutes outside of the meeting.
<b>6.</b>	<b>To note/review updated action log:</b> The members confirmed receipt of the action log. The Chairman highlighted that the date for writing an article with reference to the VAS data in the village has been to deferred until March and a Zoom meeting has been arranged with the village webmaster later in the week.
<b>7.</b>	<b>Public Forum:</b> None.

Signed Chairman:

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8.	<p><b>To receive written reports from County Councillor Andrew Stringer:</b> The members confirmed receipt of the report. County Councillor Andrew Stringer highlighted:</p> <ul style="list-style-type: none"> <li>• Vaccinations are beginning to roll out and the difference in communities being offer the vaccine is becoming difficult to manage.</li> <li>• Pleased to advise that SCC now have a Bio-diversity strategy.</li> </ul>
9.	<p><b>To receive written reports for information only from District Councillor Keith Welham &amp; Rachel Eburne:</b> The members confirmed receipt of the report. District Councillor Rachel Eburne highlighted:</p> <ul style="list-style-type: none"> <li>• MSDC have purchased 22 homes at the Fishponds Way development.</li> <li>• A meeting was held with the Planning Officer regarding the Haughley Park appeal</li> <li>• Currently suspended is the brown bin service due to COVID-19</li> </ul>
10.	<p><b>Planning Applications: To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):</b></p> <ol style="list-style-type: none"> <li>1. DC/20/05871 Proposal: Planning Application. Erection of 2No self-contained commercial units E(g), 1No retail unit E(a) and 1No restaurant E(b). (Alternative to scheme granted under DC/20/02823) Location: Land At Stag Cafe, Old A45, Woolpit, Suffolk: Cllrs voted to support the application.</li> <li>2. DC/20/05916 Proposal: Full Planning Application - Erection of stables and indoor riding arena. Location: The Oaks, Dagworth Lane, Haughley, Stowmarket, Suffolk, IP14 3QJ: Cllrs voted to support the application.</li> <li>3. DC/20/05937 Proposal: Submission of details for reserved matters following approval of outline application DC/18/04614. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Access, Appearance, Landscaping, Layout and Scale for the Erection of 1No dwelling and garage (amended scheme to approved DC/19/03742). <b>Location:</b> Land South Off Ashdown, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RR: Cllrs voted to support the application. One Cllr abstained from voting.</li> </ol>

Signed Chairman:

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11.	<p><b>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</b></p> <ol style="list-style-type: none"> <li>1. DC/20/05588 <b>Proposal:</b> Discharge of Conditions Application for DC/20/01745-Condition 3 (New Doors) and Condition 4 (Finish Required) <b>Location:</b> Castle Barn, Duke Street, Haughley, Stowmarket Suffolk IP14 3QS: Mid Suffolk District Council hereby gives notice that the details submitted in pursuance to the conditions referred to above have been determined as summarised in relation to each relevant condition together with any appropriate comments, limitations or advice.</li> <li>2. DC/20/05456 <b>Proposal:</b> Application for prior approval of a proposed: Change of Use of Agricultural Building to 1no. Dwelling house (Class C3), and for building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q. <b>Location:</b> Bridge Farm, Green Road, Haughley, Stowmarket Suffolk IP14 3RA. Prior approval has been GIVEN subject to conditions</li> </ol>
12.	<p><b>To discuss the Parish Councils representation at the Appeal Reference:</b>  <b>APP/W3520/W/20/3258516 Amber REI Holdings Ltd for the Outline planning permission with all matters reserved except the access point for the demolition of existing industrial buildings and construction of 120 dwellings, employment provision (Use Class B1), community building, provision of public open space including playing fields, village greens, green corridors, community orchard, landscaping and surface water attenuation and associated works (amended scheme to refused application DC/18/03592) Location: Former Poultry Processing Plant, Haughley Park, Haughley, Stowmarket Suffolk:</b> The District Councillors advised the members on the appeal process. It was agreed that the Chairman would represent the Parish Council at the appeal. Mrs. T Shaw and G Brown agreed to make representation on behalf of groups and committees of the Parish Council.</p>
13.	<p><b>To note the minutes from the Gallowsfield Wood Committee meeting of Friday 8<sup>th</sup> January 2021 and agree recommendations:</b> The members confirmed receipt of the minutes. G Brown highlighted that the committee are happy for the Crawford School to use the woods for educational purposes and a meeting will be held to</p>

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	<p>discuss this with them. A written proposal from the BMX organiser has been requested before a recommendation for the bike track will be made to the full Council. There is a problem with litter on the A14 layby and fly tipping in the carpark area by the main entrance and into the attenuation pond. The Clerk to report on the SCC portal.</p>
<b>14.</b>	<p><b>To note the minutes from the Bio-Diversity and Wildlife Committee meeting of Tuesday 12<sup>th</sup> January and agree the recommendations:</b> The members confirmed receipt of the minutes.</p> <p>1. To agree that the orchard at the allotments can be pruned by a member of the committee: G Brown proposed that the offer made by one of the members of the committee to prune the orchard trees should be accepted. M Gilson seconded with all in favour.</p>
<b>15.</b>	<p><b>To receive the report from the Village Hall Representative:</b> The members confirmed receipt of the report and no comments were made.</p>
<b>16.</b>	<p><b>To receive an update on the PIIP Status:</b> Mrs. Y Hannan reported that the consultation is all prepared. Project ideas has increased to 22 items and as soon as the COVID restrictions are lifted the consultation will be sent to all residents. It was agreed to share the project ideas with the members of the Council.</p>
<b>17.</b>	<p><b>To receive an update on the Junior Football pitch:</b> The District Councillors advised that they are still waiting to hear further information regarding the Junior Football Pitch on the Bloor site.</p>
<b>18.</b>	<p><b>To discuss the purchase of a new VAS sign for Green Road following the S106 monies received of £3,104.43:</b> The Chairman reported that the S106 money had been received. The new SID device will be a mobile unit that can be included in the current SID scheme but additional posts need to be installed. Cllrs agreed that A Flint and M Gilson will provide a list with photographs of viable sites to the Clerk to complete the application for Suffolk County Council.</p>

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19.	<p><b>To discuss and agree the inspection of the village grit bins:</b> M Gilson reported that he had carried out a quick inspection of some of the grit bins following the bad weather and the level of sand in the bins was still sufficient. Cllrs agreed that no further action is needed.</p>																
20.	<p><b>To agree to write to the allotments holders to advise of the work that is due to be carried out:</b> Cllrs agreed that letters would be sent to the allotment holders to advise of the work to the ditch and hedge that is scheduled for the end of February.</p>																
21.	<p><b>To discuss and agree any action for the recruitment of new Councillors:</b> Cllrs agreed to display adverts on the village notice boards, Post Office, Haughley Village Website, Haughley Parish Council Website, Haughley Facebook Page and in the Haughley and Wetherden Parish News and to look at further action later in the year.</p>																
22.	<p><b>FINANCE:</b></p> <ol style="list-style-type: none"> <li>The Council confirmed receipt of the finance report for December 2020 prior to the meeting including, Bank reconciliation, Budget to Actual and Receipts and Payments since the last meeting. No questions or comments were made. Cllrs agreed that the finance reports are accepted and agreed that the delegated authority to sign the documents be given to the Chairman outside of the meeting.</li> <li>All Councillors confirmed receipt of supporting invoices and documents and resolved to approve and authorise the following payments in January: <table border="1" data-bbox="464 1464 1225 1906"> <tr> <td>Claire Pizzey (Expenses)</td> <td>£67.89</td> </tr> <tr> <td>Y Tricker (Gallowsfield Wood)</td> <td>£56.85</td> </tr> <tr> <td>A Hannan (Street Cleaner)</td> <td>£31.55</td> </tr> <tr> <td>Town and Village Landscape (The Cricket)</td> <td>£337.16</td> </tr> <tr> <td>S P Trees (Pavilion Work)</td> <td>£650.00</td> </tr> <tr> <td>M Balfour (Internal Audit)</td> <td>£250.00</td> </tr> <tr> <td>Claire Pizzey (Wages)</td> <td>£499.86</td> </tr> <tr> <td>Katie Power (Wages)</td> <td>£264.51</td> </tr> </table> </li> <li>Cllrs voted to agree the transfer of £1,000 from the General Reserve to the Allotment Reserve.</li> </ol>	Claire Pizzey (Expenses)	£67.89	Y Tricker (Gallowsfield Wood)	£56.85	A Hannan (Street Cleaner)	£31.55	Town and Village Landscape (The Cricket)	£337.16	S P Trees (Pavilion Work)	£650.00	M Balfour (Internal Audit)	£250.00	Claire Pizzey (Wages)	£499.86	Katie Power (Wages)	£264.51
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4. Cllrs voted to agree the transfer of £1,000 from the General Reserve to the Bio-Diversity and Wildlife Conservation Reserve.
5. To discuss and agree the grant application request of £3,000 from Haughley Village Hall Committee: Cllrs voted to agree the Grant application of £3,000 and that a letter of acceptance is written to advise that any grants application received in the future need to confirm to the Parish Council Grants Policy.
6. Cllrs voted to accept the budget for 2021-22 as presented:

<b>RECEIPTS</b>	<b><u>Budget 2021-22</u></b>
Allotment income	£ 571.95
Interest	£ 60.00
Precept	£ 46,056.00
MSDC Covid grant	£ 643.00
Street Cleaning Grant	£ 2,317
<b>Total income</b>	<b><u>£ 49,647.55</u></b>
<b>PAYMENTS</b>	
Allotments	£ 500.00
Audit fees	£ 563.75
Churchyard maintenance	£ 750.00
Clock maintenance	£ 250.00
Clock winding	£ 100.00
Communication	£ 650.00
Depreciation and replacement of Assets	£ 2,000.00
Donations	£ 300.00
Footpaths Ditches and Tree Surgery	£ 4,100.00
General expenses (Inc. Clerks)	£ 1,200.00
Grant Parish magazine	£ 650.00
Grant playing field	£ 3,000.00
Donation RBL	£ 50.00
Grant Village Hall	£ 3,000.00
Grant W.I	£ 338.00
Grass cutting contract	£ 2,500.00
Haughley in Bloom	£ 800.00
HMR&C	£ 1,127.50
Insurance	£ 2,935.70
Pavilion reserve	£ 2,000.00
Payroll/salaries	£ 12,500.00
PWLB Loan	£ 3,986.00
Stationery/printing	£ 358.75
Street Cleaning	£ 717.50
Street lighting	£ 2,500.00
Subscriptions/training	£ 1,000.00
Village Maintenance	£ 2,000

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	<p style="text-align: right;"><u>£ 49,877.20</u></p> <p>7. Cllrs voted to set Band D at £80.44 the same as 2020-21 with a total precept of £46,056.00 for the year 2021-22. Delegated authority was given for the Chairman and Clerk to sign the precept form outside of the meeting.</p> <p>8. Cllrs voted to accept the quote from Play Inspections of £105 to inspection the play area at The Cricket.</p> <p>9. Cllrs voted to accept the quote from Faxbase for £820.00 for a new parish laptop. It was agreed that once the old laptop has been wiped it would be donated to The Crawford Primary School.</p>
<p><b>23.</b></p>	<p><b>To note a summary of correspondence and consider action to be taken where applicable:</b></p> <ol style="list-style-type: none"> <li>1. To note correspondence from a resident regarding the notice board at Haughley Green: The Cllrs agreed after discussion that the noticeboard would not be moved.</li> <li>2. To note correspondence from Crawford's Primary School regarding the use of Gallowsfield Wood: Discussed at item 13.</li> <li>3. To note correspondence from Suffolk Police regarding the PCC's proposals for the policing element of the Council Tax: No action.</li> <li>4. To note correspondence from a resident regarding footpath 16 at Haughley Green: The Clerk has reported this on the SCC portal.</li> <li>5. To note correspondence from a resident regarding salt bins: Discussed at item 19.</li> <li>6. To note correspondence from a resident regarding planning application DC/20/05871: No action.</li> <li>7. To note correspondence from Suffolk Highways regarding the Secretary of State for Transport decision issued: No action.</li> </ol>
<p><b>21.</b></p>	<p><b>Date of next meeting:</b></p> <ul style="list-style-type: none"> <li>• Full Parish Council is scheduled for Tuesday 16<sup>th</sup> February 2021 at 7.00pm via Zoom</li> <li>• Gallowsfield Wood Committee is scheduled for Wednesday 3<sup>rd</sup> March 2021 at 7.00pm via Zoom</li> </ul>

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	<ul style="list-style-type: none"><li>• Bio-Diversity &amp; Wildlife Conservation Committee is scheduled for Tuesday 9<sup>th</sup> March 2021 at 7.00pm via Zoom</li></ul>
	There being no further business, the meeting was closed at 21.06

Signed Chairman:

Date: