

## HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 21<sup>st</sup> November 2023 the Ron Crascall Pavilion

<b>Present</b>	M Bloom, G Brown (Chairman), Mrs. J Day, Mrs. A Pepper, T Sparkes, Mrs. T Shaw, Mrs. Y Tricker, County Councillor Andrew Stringer, District Councillor Rachel Eburne, District Councillor Janet Pearson, County and Mrs. C Pizey (Clerk).								
<b>1.</b>	<p><b>Apologies for Absence</b></p> <p>Apologies for absence were received from A Flint and Mrs. S Swinge.</p> <p>The members accepted the apologies.</p>								
<b>2.</b>	<p><b>Declarations of Interest</b></p> <p>G Brown, Mrs. A Pepper, Mrs. T Shaw &amp; Mrs. Y Tricker declared an interest in item 17.3 as members of the Haughley and Wetherden Twinning's Association. Mrs. Y Tricker declared an interest in item 9.1 planning application DC/23/04859 as neighbour to the property The Cottage, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JJ.</p>								
<b>3.</b>	<p><b>Dispensations</b></p> <p>There were no requests for Dispensations received.</p>								
<b>4.</b>	<p><b>Minutes</b></p> <p>All Councillors confirmed receipt of the minutes. Mrs. T Shaw proposed to accept the minutes of 17<sup>th</sup> October 2023 as a true record of the meeting and decisions made. Mrs. A Pepper seconded with all in favour.</p>								
<b>5.</b>	<p><b>Action log</b></p> <p>The Councillors noted the action log, and no comments were made.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">ACTION</th> <th>COMMENT</th> </tr> </thead> <tbody> <tr> <td>Junior Football Pitch</td> <td>Agenda item</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>See Clerk report</td> </tr> <tr> <td>Land adj. to The Cricket - register with Land Registry</td> <td>Ongoing</td> </tr> </tbody> </table>	ACTION	COMMENT	Junior Football Pitch	Agenda item	SCC PROW Officer - upgrade of footpath and new footpath	See Clerk report	Land adj. to The Cricket - register with Land Registry	Ongoing
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Posts Project (Consultation)	Consultation to be written
Quote for Signs for The Cricket	Request to be made to the Maintenance Officer to look at the signs and advise
Consultation SCC Haughley Green traffic calming	Awaiting report from SCC Community officer
Contact Bellway and start legal procedure for Wildflower meadow	See Clerk report
Greens Policy - second draft	Ongoing
Application made to SCC for installation of EV Charge Points at the Pavilion Car Park	Correspondence
Registers pockets of land in the Parish	Ongoing
Request letter from ANPR Officer regarding the location of the post	Ongoing
Proposal Email group residents	On going
Proposal for public event community broadband	On going
Report on WG for 4g pitch	Ongoing
Haughley Green - Slow horse signs	Email sent to Andrew Stringer
Gateway Haughley New Street	Signs Ordered
Application to move Solor post HNS	Application submitted
No Mow May Management	Completed
The Folly Consultation	Completed
Allotments – Quote for replacement gate	Agenda item
Allotment – Purchase chain and lock	
Agree date with adjoining parishes for meeting	Meeting arranged for 27 <sup>th</sup> November
Contact Diaper Poultry	Permission has been granted and a site meeting to be arranged.
Contact Highways England regarding 40mph reduction at HS	Completed
Contact Dans Coaches to confirm bus time table	Completed – see Clerk report

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	Report PROW issues	PROW Officer has confirmed that the land owner will be asked to remove the tree	
	Report Fly Tipping at Quarries Cross	The Environmental Health Team investigates fly-tipping and littering offences. They have asked if the Parish Council were referring this matter for them to investigate. They would be likely to “pursue” the parent(s) on the named rubbish to establish how their household waste came to be littered in a public place. If this is what the Council wants then they would need to speak to the Councillor and possibly take a witness statement from whoever found the waste.	
	Arrange meeting with Suffolk Highways Community Self Help Officer for HNS	On-going	
	Write letter to Taylor Commercial’s regarding vehicles on highway	Agenda item	
6.	<b>Public Forum</b> None.		
7.	<p><b>To receive written reports from County Councillor Andrew Stringer</b></p> <p>The members confirmed receipt of the report prior to the meeting. County Councillor Andrew Stringer highlighted:</p> <ul style="list-style-type: none"> <li>• <b>Supporting Suffolk Farmers:</b> The council meeting on Thursday 19 October saw councillors vote to approve a motion supporting local farmers and food producers by ensuring that local meat and dairy, as well as plant-based produce, is served at council events. The council’s facilities and catering arm, Vertas, has 68% of its spend with Suffolk suppliers and 86% with regional suppliers. In order to tackle the county’s environmental priorities and boost the local economy, the council also pledged to encourage Suffolk residents to buy local produce and shop locally wherever possible.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• <b>Budget Consultation:</b> Suffolk County Council is keen to hear from Suffolk residents, businesses and local communities as it decides how it will spend money next year and has launched an online consultation to give Suffolk residents a say in budget setting for the financial year 2024-25. There will also be a number of focus groups to explain the council's current financial situation, along with the chance for Suffolk residents and businesses to have a say on Council Tax proposals.  There are three key questions, the first is on which services people have recently used, the second asks for thoughts on seeking a greater contribution to Council Tax to help fund public services, and the third on which service area you would like to see more money spent. The online survey can be found at the link below – please give us your views! <a href="http://www.smartsurvey.co.uk/s/Budget24_25/">http://www.smartsurvey.co.uk/s/Budget24_25/</a></li> <li>• <b>Storm Babet/ Kieran Flooding:</b> Suffolk County Council and my group would like to extend their thanks to those of you around the county who helped other residents whose homes and travel were affected by the rains and flooding that struck Suffolk on Friday 20 October. The way the emergency services, volunteers, farmers and local communities worked together to help children get home from school, move people to safety and protect buildings from flooding was truly inspirational.</li> </ul>
8.	<p><b>To receive written reports for information only from District Councillors Rachel Eburne &amp; Janet Pearson</b></p> <p>The members confirmed receipt of the report prior to the meeting. District Council Rachel Eburne highlighted:</p> <ul style="list-style-type: none"> <li>• <b>Joint Local Plan:</b> At Mid Suffolk's Council meeting on 20<sup>th</sup> November, part 1 of the Joint Local Plan (JLP) for Mid Suffolk and Babergh was approved and adopted. The JLP sets out a planning framework to guide development in the districts over the period to 2037. JLP Part 1 provides a set of strategic and local development management policies against which planning applications and appeals will be assessed. There are 10 strategic policies (such as on affordable housing, climate change and tourism) and 32 local policies (such as on biodiversity, historic environment, and sustainable construction).</li> <li>• <b>Home insulation:</b> The <i>Cosy Homes</i> initiative has been launched with a £2 million fund. Eligible households can apply for free energy efficiency measures in their own homes, including if privately rented. Full details to be available via <a href="http://www.midsuffolk.gov.uk">www.midsuffolk.gov.uk</a> Particularly vulnerable households can continue to access this via the wider Suffolk scheme, <a href="http://www.warmhomessuffolk.org">www.warmhomessuffolk.org</a></li> </ul>

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9.	<p><b>Planning</b></p> <ol style="list-style-type: none"> <li>1. Councillors to review and approve a response to the following planning applications:  <b>DC/23/04859</b> - Proposal: Householder Application - Erection of two storey side and rear extension Location: The Cottage, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JJ. Mrs. J Day proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded with all in favour. Mrs. Y Tricker abstained from the vote.</li> <li>2. Councillors to note the decisions issued by Mid Suffolk District Council:  <b>DC/23/04303</b> - Proposal &amp; Location of Development: Full Planning Application - Change of use of building to form farmshop including external cladding and insertion of window. Diaper Poultry Ltd, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JL. Planning permission was GRANTED.</li> </ol>
10.	<p><b>Bio-Diversity and Wildflower Working Group</b></p> <p>Councillors noted the report from the meeting of 6<sup>th</sup> November 2023 and no comments were made.</p>
11.	<p><b>Gallowsfield Wood Working Group</b></p> <ol style="list-style-type: none"> <li>1. The Chairman proposed that the Parish Council agrees an increase in the hourly rate for the hire of Gallowsfield Wood from £10.00 an hour to £12.00 an hour from 1<sup>st</sup> January 2024. Mrs. T Shaw seconded with all in favour.</li> <li>2. The Chairman proposed that a £50.00 donation to the Air Ambulance for the for the squirrel cull is made. Mrs. J Day seconded with all in favour.</li> </ol>
12.	<p><b>Neighbourhood Plan Review Woking Group</b></p> <p>Councillors noted that the working group met on the 30<sup>th</sup> October 2023 to make comments on the draft Landscape Appraisal for inclusion in the plan.</p>
13.	<p><b>Junior Football Pitch</b></p> <p>Councillors noted the report from the meeting with Bloor Homes on 16<sup>th</sup> October 2023 and no comments were made.</p>
14.	<p><b>Xmas Tree Event</b></p>

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	Councillors noted the report. Mrs. J Day reported that a volunteer had come forward for Father Christmas. Still awaiting confirmation that someone can help with the grotto. County Councillor Andrew Stringer offered to set up the sound system and music for the event.						
<b>15.</b>	<p><b>Insurance</b></p> <p>Mrs. T Shaw proposed that the Parish Council agrees the additional cost of up to £291.12 for the play equipment at King George Playing Field and The Cricket. M Bloom seconded with all in favour.</p>						
<b>16.</b>	<p><b>Taylor Commercials</b></p> <p>Councillors noted the correspondence from Taylor Commercials in reference to the vehicles parking on the road. District Councillor Rachel Eburne reported that she had raised this with the Economic Development Team at MSDC and they have agreed to follow up with Taylor Commercials to assist them with their request to purchase the site adjacent to their business.</p>						
<b>17.</b>	<p><b>Grant Funding</b></p> <p>Councillors noted the following grant applications have been received for funding during 2024-25 and will be agreed at a subsequent meeting:</p> <ol style="list-style-type: none"> <li>1. Haughley Village Hall - £2,000 - New Front Door</li> <li>2. Haughley WI -£250 - Start up for the return of Evergreen a club for the over 70's</li> <li>3. Haughley and Wetherden Twinning Association - £3,000 – Contribution towards the hosting of the twinned French families visiting during 2024 and return visit</li> <li>4. Haughley and Wetherden Parish News - £700 - Printing costs</li> <li>5. Haughley Royal British Legion - £300 - D-Day celebration 2024</li> <li>6. Playing Field Committee - £6,000 - Running cost of Pavilion</li> <li>7. Haughley PCC - £500 - Contribution towards insurance</li> </ol> <p>The grant applications will be agreed at the December meeting.</p>						
<b>18.</b>	<p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>1. The Council confirmed receipt of the finance report for October 2023 prior to the meeting including, Bank Reconciliation, Budget to Actual, Reserves, since the last meeting. No questions or comments were made.</li> <li>2. Councillors noted the receipts received since last meeting: <table border="1" data-bbox="459 1966 1331 2016"> <thead> <tr> <th>Receipts</th> <th>Cheque / BACS / SO</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> </li> </ol>	Receipts	Cheque / BACS / SO	Total			
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Castle Tickets	BACS	T Shaw	£ 300.00
Castle Tickets	BACS	Cash	£ 390.00
Allotment	BACS	Scotland	£ 18.00
Castle Tickets	BACS	Cash	£ 120.00
Castle Tickets	BACS	Cash	£ 15.00
Castle Tickets	BACS	Cash	£ 270.00
MSDC	BACS	Pride in my Place	£ 400.00
Allotment	BACS	Kember	£ 48.00
Allotment	BACS	Scotland	£ 12.00
Allotment	BACS	Kay	£ 250.00
Gallowsfield Wood	BACS	Wild Play	£ 140.00
			<b>£ 1,963.00</b>

3. Councillors confirmed the November payments:

Expenditure		Net	VAT	Total
General Exp.	Claire Pizzey	£ 144.69	£ 13.96	£ 158.65
Village Maintenance	P Garrod	£ 237.00		£ 237.00
CIL	PFC	£ 1,815.76		£ 1,815.76
Gallowsfield Wood	Air Ambulance	£ 50.00		£ 50.00
HIB	J Thompson	£ 42.50		£ 42.50
Training	SALC	£ 120.00	£ 24.00	£ 144.00
Training	SALC	£ 30.00	£ 6.00	£ 36.00
Training	SALC	£ 60.00	£ 12.00	£ 72.00
CIL	Lucy Batchelor- Wylam	£ 1,537.50		£ 1,537.50
Castle Event	Thirza Shaw	£ 413.36		£ 413.36
Castle Event	Gerald Brown	£ 233.50	£ 9.56	£ 243.06
Castle Event	Palmers	£ 50.00		£ 50.00
CIL	Haughley Youth FC	£ 1,500.00		£ 1,500.00
HIB	Woolpit Nurseries	£ 100.80	£ 20.15	£ 120.95
Castle Event	Haughley VH	£ 105.00		£ 105.00
Village Maintenance	Lawes of Bacton	£ 21.84	£ 4.37	£ 26.21

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Village Maintenance	Lawes of Bacton	£ 4.92	£ 0.98	£ 5.90
Village Maintenance	Glasdon	£ 60.60	£ 12.12	£ 72.72
Village Maintenance	Glasdon	£ 140.54	£ 28.11	£ 168.65
Hall Hire	PCC	£ 48.00		£ 48.00
Gallowsfield Wood	Roamwild	£ 64.97		£ 64.97
Xmas Tree Event	Claire Pizzey	£ 145.83	£ 29.17	£ 175.00
Wages	Claire Pizzey	£ 982.64		£ 982.64
Wages	Katie Power	£ 364.70		£ 364.70
		<b>£ 8,274.15</b>	<b>£ 160.42</b>	<b>£ 8,434.57</b>

Mrs. A Pepper proposed that the Parish Council accepts the payments. Mrs. Y Tricker seconded with all in favour

4. Councillors noted the VAT return submission made from 01.05.23-30.09.23 for £19,125.12
5. Mrs. T Shaw proposed that the Parish Council agrees the quote from W Jarvis and Sons for the replacement gate at the allotments at a cost of £400 +VAT. Mrs. J Day seconded with all in favour.
6. Mrs. T Shaw proposed that the Parish Council agrees that The Chairman attends the Community Action Suffolk for your 'Introduction to safeguarding' training course at a cost of £30 +VAT. Mrs. J Day seconded with all in favour.

**19. Clerks Report**

The members confirmed receipt of the report and no comments were made.

**20. Councillors Issues**

M Bloom reported that he had been approached by residents regarding a footpath from The Folly to Quarries Cross. The Clerk advised that the Parish Council are working with the PROW Officers at SCC to provide this in the future. Mrs. A Pepper reported that the temporary pedestrian signs from Wetherden to Haughley New Street need replacing. The Chairman reported that these are in the Parish of Wetherden and this would need to be reported to Wetherden Parish Council. Mrs Y Tricker reported that the Haughley Green sign needs repair and there is an increase in litter on the verges at Haughley Green. It was agreed to arrange a litter pick. Mrs J Day reported that she had been approached by residents regarding the lack of street lighting from Castle Rise through to the new estate. The Parish Council do not own this land and are

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	<p>unable to do anything about this currently. Mrs. T Shaw reported that the no dogs allowed signs on the play area have been removed. The Chairman reported that the tubes had been damaged on some of the equipment during the latest traffic count. It was agreed that it is recorded in the Parish magazine.</p>
<p><b>21.</b></p>	<p><b>Correspondence</b></p> <p>Councillors noted the correspondence already circulated and considered the following action:</p> <ol style="list-style-type: none"> <li>1. Resident – Village sign misspelling of sign: It was agreed to respond to the resident to advise that the Parish Council had signed this off and none of the members had made the connection of the misspelling,</li> <li>2. Resident – Memorial tree Gallowsfield Wood: It was agreed to send to the Gallowsfield Wood Working Group to liaise with the resident.</li> <li>3. Allotment Tenant – Allotment shed request for roof to be repaired: It was agreed to ask the handy man for a quote to repair the shed roof.</li> <li>4. Allotment Tenant – Allotment car park to be tidied up: It was agreed to ask the Handy-man to tidy up the car park and the parish council will consider a longer-term solution in the future.</li> <li>5. Suffolk Police and Crime Commissioner’s November update: Information.</li> <li>6. MSDC – Briefing notes November edition: Information.</li> <li>7. Suffolk County Council – Street Lighting Contract: Information.</li> <li>8. Citizen Advice – Donation: Mrs. T Shaw proposed that the Parish Council donates £300 to the citizen advice. The Chairman seconded and all were in favour</li> <li>9. Suffolk County Council - Plug in Suffolk - EV Charge Point: It was agreed that the Parish Council continues with the application for the EV Charge Point.</li> </ol>
<p><b>22.</b></p>	<p><b>Date of next meeting:</b></p> <ol style="list-style-type: none"> <li>1. Haughley Parish Council Meeting scheduled on Tuesday 19<sup>th</sup> December 2023 at Ron Cras-call Pavilion at 7.00pm</li> <li>2. Bio-Diversity and Wildflower Working Group scheduled for Monday 15<sup>th</sup> January 2024 at Maxwell Charnley Room at 7.00pm</li> </ol>

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23.	<p><b>It was resolved that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed</b></p> <p>1. NALC National Salary Award – Clerks salary</p>
	There being no further business, the meeting was closed at 20.47
<p>A copy of any reports or correspondence cited in the minutes can be made available from the clerk on receipt of written application</p> <p><a href="mailto:clerk@haughleypc.co.uk">clerk@haughleypc.co.uk</a></p>	

Signed Chairman:

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