

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan
Clerk: Claire Pizzey
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Haughley Parish Council remote meeting of the Parish Council

Tuesday 25 August 2020 at 7.00pm.

The meeting will be held using Zoom video technology in line with the changes to the regulations which came into force on 4th April. ***The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020.***

If anyone wants to join the meeting as a member of the public please contact the Clerk who will share the meeting ID and password with you. If you wish to raise anything then please email the Clerk no later than 1pm on Tuesday 25th August with your items.

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

Tel: 01449 677005 | Email: clerk@haughleypc.co.uk

20 August 2020

A G E N D A

1. **To receive letter of resignation from Ross Dawson**
2. **To receive and consider apologies for absence**
3. **To receive Councillors' Declarations of Interest in any item on the Agenda**
4. **To consider written requests for any dispensations**
5. **To note the minutes of the following meetings: (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting:**
 - Parish Council Meeting 21 July 2020
6. **To note/review updated action log:** Document attached
7. **Public Forum:** to receive any questions and matters of concern received prior to the meeting
8. **To receive written reports for information only from County Councillor Andrew Stringer**
9. **To receive written reports for information only from District Councillors Keith Welham and Rachel Eburne**

10. 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):

1. **DC/20/03133:** Application for works to Tree(s) in a conservation area: Proposal: Application for works to tree in a Conservation area – Fell 1No Eucalyptus tree in back garden due to excessive growth and shading issues: Location: 53 Old Street, Haughley, IP14 3NT

11. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:

1. **DC/20/02422:** Planning Application: replacement of 3no windows and 2no doors to the shop front of The Little Village Salon hairdressers. Location 21-23 Old Street, Haughley, IP14 3NT: Planning permission has been GRANTED.
2. **DC/20/02973:** Notification for works to trees in a conservation area – Reduce height and spread of crown by up 20 2m to 1no Pine (Reduce shading): Location: Juniper Lodge, 4 Fishponds Way, Haughley, IP14 3PR. MSDC does not wish to OBJECT.

12. To note report on Committees, Sub-committees and Working Groups: Report attached

13. To discuss the changes to Committees, Sub-Committees, Working Groups and outside bodies and appoint members as necessary:

1. To agree the changes made to the Committee, Sub-Committees and Working Groups
2. To agree that Mrs. Y Hannan is appointed as the new Council representative on the Village Hall Committee
3. To agree that Mrs. H Charman is appointed as Communications Officer
4. To agree two additional Councillors for the Employment Committee
5. To agree a Councillor to be appointed as Planning Officer
6. To agree a Councillor to be appointed as Street Lighting Officer
7. To agree a Councillor to be appointed as liaison with the Police Safer Neighbourhood Team and Community Engagement Officer
8. To request confirmation of volunteers for all Committees, Sub-Committees and Working Groups

14. To agree the amended terms of reference: Document attached

15. To note the minutes from the Gallowsfield Wood Committee meeting of 24th July 2020: Minutes attached.

1. To agree the shelter can be erected at Gallowsfield Wood: Papers attached
2. To agree the quote for the erection of the shelter: Quote attached
3. To agree a pond can be laid at Gallowsfield Wood

16. To note the minutes from The Cricket meeting of 23rd July: Minutes attached

1. To agree that the mole contractor is contacted to look at the moles in the play area and pathway
 2. To agree that a quote is sought for a defective post on a piece of play equipment to be replaced
 3. To agree that the Parish Council consents to the removal of a sycamore tree adjacent to the pond and Hill House and a quote is sought for the work
- 17. To note the Biodiversity and Wildlife Conservation Committee introduction:** Report attached
- 18. To reconsider the street names for the development at Green Road:** Documentation attached
- 19. To discuss and decide on the Christmas Tree Event for 2020**
- 20. Finance:** All relevant papers attached
1. To receive July Finance Reports and to agree that delegated authority be given to the Chair to sign these outside of the meeting:
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Reserves
 2. To authorise August payments (BACS, SOs and cheques) schedule attached
 3. To consider and agree the quote for the work at the allotments: Quote attached
 4. To consider and agree the quote for the work to clear the Millfields footpath: Quote attached
- 21. To adopt the Volunteer Litter Picking Risk Assessment:** Document attached
- 22. To note the planning application for the storage facility at King George's Field:** Chairman to update
- 23. To note update on the VAS signs:** A Flint to update
- 24. To note a summary of correspondence and consider action to be taken where applicable:**
Correspondence attached
- 25. To agree that a September Parish Council meeting is held:** Tuesday 15 September 2020 7.00pm
via Zoom

Claire Pizzey

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