

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan
Clerk: Claire Pizzey
Address: 2 Broomspath Road,
Stowupland, Stowmarket IP14 4DB

E-mail: clerk@haughleypc.co.uk
Telephone: 07871 692117

Meeting of HAUGHLEY PARISH COUNCIL to be held in Ron Crascall Pavilion on Tuesday 20th July at 7.00pm.

The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (07871 692117 or email clerk@haughleypc.co.uk) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press. Photographing, recording and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

AGENDA

1. **To receive and consider apologies for absence**
2. **To receive Councillors' Declarations of Interest in any item on the agenda**
3. **To consider written requests for any dispensations**
4. **To note the minutes of the following meetings:**
 1. Parish Council Meeting 22nd June 2021
5. **To note/review updated action log:** To review the action log arising from previous meetings and agree further action
6. **Public Forum:** The public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 3 minutes to address the council with their questions.
7. **To receive written reports for information only from County Councillor Andrew Stringer:** To respond to any questions on reports previously submitted to the Parish Council
8. **To receive written reports for information only from District Councillors Keith Welham and Rachel Eburne:** To respond to any questions on reports previously submitted to the Parish Council
9. **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/21/03671 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwelling Houses (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 to form 5No dwellings(re-submission of DC/21/01509). Location: Woodside Farm, Shepherds Lane, Haughley, Suffolk IP14 3QE

10. Planning Appeal: To note Appeal under Section78 of the Town and County Planning Act 1990

1. APP/W3520/W/21/3271409: Planning Application – Erection of 1no dwelling. Location – Old Bells Farm, Wassicks Lane, Haughley, IP14 3NP

11. To note the minutes from the Biodiversity and Wildlife Conservation Committee meeting of 6th July 2021 and consider recommendations:

1. Councillors to agree the cutting and planting proposal and timeline and to agree that the project starts in October 2021 with the trial to be carried out over a two-year period with an end of year review by the Parish Council after the first year.

Month	Cutting and Planting Proposal
September	Final cut for the year (depending on weather)
October	Planting bulbs and hay spreading
February	First cut of the year
March	Plug planting
April to September	Verges to trial areas to be cut as per usual cutting schedule
October to September	Cutting of trial areas with conservation cutter

12. To receive a PIIP Report from the Working Group and consider recommendations:

1. Councillors to adopt the Parish Infrastructure Investment Plan (PIIP)
2. Councillors to adopt the CIL Grant Awarding Policy
3. Councillors to adopt the application for CIL Funding Form

13. To receive a report from the Allotment Officer and consider recommendations:

1. Councillors to agree quotes are sought for grass cutting around edges, track up to field and orchard.
2. Councillors to agree if they want to cut walk ways through allotments
3. Councillors to agree to putting all cutting areas on a yearly schedule
4. Councillors to agree that a cost is sought for removal of ragwort at the paddocks
5. Councillors to agree that quotes are sought to get the hedges trimmed and this is also put on a yearly schedule
6. Councillors to agree that contact is made with the tenant of plot 12
7. Councillors to agree that the Parish Council supplies more bark chipping as a weed suppressant

14. To receive a report from the Queens Platinum Jubilee Working Group

15. To receive a verbal update on the Junior Football Pitch

16. To approve the draft letter of Support for the Playing Field Committee for funding towards ball-stop nets

17. To receive a report on the Church Clock Refurbishment and consider next steps and any action

18. To receive a report on the footpath upgrade project

- 19. To agree contact is made with Suffolk Highways regarding cutting the verges around the village and protecting of wildflowers**
- 20. Statutory Business:**
To adopt the changes to the Financial Risk Assessment
- 21. Finance:**
1. Councillors to receive the June Finance Reports:
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Reserves
 2. Councillors to note there had been no receipts allocated since the last meeting
 3. Councillors to note the VAT return claim of £1,511.14
 4. Councillors to authorise July payments (BACS, SOs and cheques)
 5. Councillors to consider and agree the quote for the for undertaking an Insurance Reinstatement Cost Assessment for both Ron Crascall Pavilion and Village Hall
 6. Councillors to consider the additional £500 for the works to the church clock in lieu of scaffolding costs and to discuss the quote to convert the clock to automated winding
 7. Councillors to consider and agree the quotes for the removal of kerbing at Village Green trackway
 8. Councillors to consider and agree the quotes for the protection of the verges on the Village Green
 9. Councillors to agree a one-off grass cut at the allotments
- 22. To receive the Clerk's report:** Councillors to note report and respond to any questions from Councillors
- 23. To note a summary of correspondence and consider action to be taken where applicable**
- 24. Date of next meetings**
1. Gallowsfield Wood Committee is scheduled for Wednesday 21st July 2021 at 7.00pm at Gallowsfield Wood
 2. Biodiversity & Wildlife Conservation Committee is scheduled for Tuesday 14th September 2021 at 7.00pm Ron Crascall Pavilion
 3. Full Parish Council is scheduled for Tuesday 21st September 2021 at 7.00pm at Ron Crascall Pavilion
- 25. To resolve 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:** Staff issues.

Claire Pizzey

Claire Pizzey | Clerk & RFO to Haughley Parish Council
Tel: 07871 692117 | Email: clerk@haughleypc.co.uk