

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan
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Parish Council Meeting of HAUGHLEY PARISH COUNCIL
to be held in **Ron Crascall Pavilion** on Tuesday 21st September 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 note the resignation from a Councillor**
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:**
 1. Parish Council Meeting 20th July 2021
6. **To note/review updated action log:** To review the action log arising from previous meetings and agree further action
7. **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.
8. **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
9. **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
10. **Planning Applications: To note planning application received and no comment made due to August break:**
 1. **DC/21/04203** - Proposal: Householder Application - Conversion of existing block work stable outbuilding to Garden room Location: Plashwood, Plashwood Road, Haughley, Suffolk IP14 3QY
 2. **DC/21/04133** - Proposal: Full Planning Application - Erection of agricultural building. Location: Bridge Farm, Green Road, Haughley, Suffolk IP14 3RA

3. **DC/21/04307** - Proposal: Full Planning - Change of use of an existing annexe to form 1No residential dwelling along with the subdivision of the plot. Location: Annexe Accommodation At, Hill House, Haughley Green, Haughley Suffolk
4. **DC/21/04324** - Proposal: Notification for works to trees in a Conservation Area - Removal of all overhanging branches from 1no sycamore, 1no Ash and 1no Robinia Frisia. Lifting of canopy and removal of diseased areas of 1no Cherry tree. Location: 40-42 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX

11. 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/21/04725** - Proposal: Application for Listed Building Consent - Conversion of ground floor store into a study. Removal of existing stairs and addition of replacement stairs. New first floor bathroom. Location: 20 Duke Street, Haughley, Suffolk, IP14 3QS
2. **DC/21/04854** - Proposal: Application for Outline Planning Permission (some matters reserved, access to be considered). Town and Country Planning 1990 - Erection of 2No detached dwellings and new vehicular access. Location: Land North of Plashwood Road, Haughley, Stowmarket
3. **DC/21/05098** - Proposal: Application for works to trees in a Conservation Area - Reduce back branches to 2No Lime trees overhanging playground. Location: St Marys Church, Duke Street, Haughley, Suffolk IP14 3QS

12. Planning Decisions: To note determinations by the Local Planning Authority (MSDC).

1. **DC/21/03671** - Notification under Schedule 2 Part 3 Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 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: Prior approval Planning Permission has been GRANTED.
2. **DC/21/03168** - Proposal & Location of Development: Householder Planning Application - Erection of a rear conservatory 7 St Marys Avenue, Haughley, Suffolk, IP14 3NZ: Planning Permission has been GRANTED.

13. To note the minutes from the Gallowsfield Wood Committee meeting of 1st September 2021

14. To note the minutes from the Biodiversity and Wildlife Conservation Committee meeting of 14th September 2021 and consider the following

1. Councillors to note the results of the "Managing Areas for Wildlife" consultation and make any changes to the approved proposal

15. To note report from HIB Working Group

- 16. To receive a report from the Village Hall Representative**
- 17. To receive a report following the Public Rights of Way officer and agree the following recommendations:**
 1. Councillors to agree that the Chairman and Clerk can contact the landowner(s) to discuss the upgrade of the bridle way at Fishponds Way
 2. Councillors to agree that the Parish Council waits for the advice from the PROW Officer before the Chairman and Clerk makes contact with the landowner(s) to discuss the possibility of a new footpath to join The Folly with Quarries Cross
- 18. To receive a report on the Junior Footpath Pitch and agree the following recommendation:**
 1. Councillors to agree that the Parish Council agrees to take over the Junior Football pitch in 2022 at a cost of £1.00 and confirmation is sent to Bloor Homes.
- 19. To note the revised drawing for the installation of a zebra crossing, speed humps & additional lamp columns at Green Road and consider public consultation**
- 20. To note a report on the issues with the Haughley Fishponds Way Ramp**
- 21. To note the amended proposal for reallocation and redesign of the Playing Field Storage Facility and receive an update**
- 22. To note an update and agree a new lead for the Christmas Tree Event**
- 23. To note the report on Dementia Friendly Communities and to agree the following recommendation:**
 1. Councillors to agree to hold a future event in the village
- 24. Statutory Business**
 1. Councillors to agree to dissolve the Gallowsfield Wood and Bio-Diversity and Wildlife Committees to Working Groups
 2. Councillors to agree the terms of reference for the Gallowsfield Wood Working Group
 3. Councillors to agree the terms of reference for the Bio-Diversity and Wildlife Conservation Working Group
 4. Councillors to agree the terms of reference for The Cricket Working Group
 5. Councillors to agree to nominate Heidi Franklin as Chair of the Gallowsfield Wood Working Group, Gavin Deans as Chair of the Biodiversity and Wildlife Conservation Working Group and Rachel Eburne as Primary Contact for The Cricket Working Group
- 25. Finance:**
 1. Councillors to receive the July and August Finance Reports:
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Reserves
 2. Councillors to note receipts allocated since the last meeting
 3. Councillors to authorise August and September payments (BACS, SOs and cheques)
 4. To consider the quotes for the insurance renewal
 5. Councillors to consider and agree a quote for the installation of kerbing at Village Green

6. Councillors to consider and agree if a Public Consultation is required for the installation of the kerbing at Village Green
 7. Councillors to consider and agree the quote for the yearly maintenance at the Allotments
 8. Councillors to agree that the Chairman, M Gilson and the Clerk are signatories for the Nationwide 95-day Savers account
 9. To receive and note the completion of the limited assurance review for the year ended 31 March 2021 for Haughley Parish Council
 10. To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31 March 2021
- 26. To receive the Clerk's report:** Councillors to note report and respond to any questions from Councillors
- 27. To note a summary of correspondence and consider action to be taken where applicable**
- 28. Date of next meetings**
1. Full Parish Council is scheduled for Tuesday 19th October 2021 at 7.00pm at Ron Crascall Pavilion
- 29. 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**
1. Contract renewals for use of Gallowsfield Wood

Claire Pizzey

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